

Meander Valley Council

W O R K I N G T O G E T H E R

ORDINARY AGENDA

COUNCIL MEETING

Tuesday 10 July 2018

COUNCIL MEETING VISITORS

Visitors are most welcome to attend Council meetings.

Visitors attending a Council Meeting agree to abide by the following rules:-

- Visitors are required to sign the Visitor Book and provide their name and full residential address before entering the meeting room.
- Visitors are only allowed to address Council with the permission of the Chairperson.
- When addressing Council the speaker is asked not to swear or use threatening language.
- Visitors who refuse to abide by these rules will be asked to leave the meeting by the Chairperson.

SECURITY PROCEDURES

- Council staff will ensure that all visitors have signed the Visitor Book.
- A visitor who continually interjects during the meeting or uses threatening language to Councillors or staff, will be asked by the Chairperson to cease immediately.
- If the visitor fails to abide by the request of the Chairperson, the Chairperson shall suspend the meeting and ask the visitor to leave the meeting immediately.
- If the visitor fails to leave the meeting immediately, the General Manager is to contact Tasmania Police to come and remove the visitor from the building.
- Once the visitor has left the building the Chairperson may resume the meeting.
- In the case of extreme emergency caused by a visitor, the Chairperson is to activate the Distress Button immediately and Tasmania Police will be called.



PO Box 102, Westbury,
Tasmania, 7303

Dear Councillors

I wish to advise that an ordinary meeting of the Meander Valley Council will be held at the Westbury Council Chambers, 26 Lyall Street, Westbury, on **Tuesday 10 July 2018 at 1.30pm.**

Martin Gill
GENERAL MANAGER

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Evacuation and Safety:

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

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

Agenda for an Ordinary Meeting of the Meander Valley Council to be held at the Council Chambers Meeting Room, 26 Lyall Street, Westbury, on Tuesday 10 July 2018 at 1.30pm.

PRESENT:**APOLOGIES:****IN ATTENDANCE:****CONFIRMATION OF MINUTES:**

Councillor xx moved and Councillor xx seconded, ***"that the minutes of the Ordinary Meeting of Council held on Tuesday 12 June, 2018, be received and confirmed."***

COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING:

Date :	Items discussed:
26 June 2018	<ul style="list-style-type: none">• 2018 Operating Budget and LTFP• Agfest Debrief

ANNOUNCEMENTS BY THE MAYOR:**Thursday 14 June 2018**

Prospect High School student body meeting

Sunday 16 June – Wednesday 20 June 2018

Aust. Local Govt. Assoc. National General Assembly (Canberra)

Tuesday 26 June 2018

Citizenship Ceremony

Council Workshop

Community Forum - Mole Creek

Thursday 5 July 2018

Meeting with World Fly Fishing Championship organisers

Judge at Beacon Foundation Dessert Challenge

DECLARATIONS OF INTEREST:**TABLING OF PETITIONS:****PUBLIC QUESTION TIME****General Rules for Question Time:**

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

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

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

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

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

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

The Chairperson may direct a Councillor or Council officer to provide a response.

All questions and answers must be kept as brief as possible.

There will be no debate on any questions or answers.

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

Questions on notice and their responses will be minuted.

Questions without notice raised during public question time and the responses to them will not be minuted or recorded in any way with exception to those questions taken on notice for the next Council meeting.

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

Notes

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

For further information please telephone 6393 5300 or visit www.meander.tas.gov.au

PUBLIC QUESTION TIME

1. PUBLIC QUESTIONS TAKEN ON NOTICE – JUNE 2018

1.1 Mr Frank Nott, Prospect Vale

Are Council Officers, Mayor and Councillors aware of the present situation at the entrance of Stage 2 of the Avila complex close to Bimbimbi Avenue at Jardine Crescent?

Response by Dino De Paoli, Director Infrastructure Services

A Council officer has inspected the entrance to Stage 2 of the Avila Complex. Council Officers will undertake a safety assessment based on the alignment of the driveway. The Director Infrastructure Services has spoken to Mr Nott to discuss this matter.

2. PUBLIC QUESTIONS WITH NOTICE – JULY 2018

2.1 Meander Area Residents and Ratepayers Association Inc. (MARRA)

We refer to Deputy Mayor Kelly's Question with Notice in the June 2018 Council meeting on yearly costs of non-core business, with a view to "...potential changes that...will keep rates increases to a minimum...". We understand the question relates to rates rise being considered because "(Council's) forecast revenue stream does not match our financial commitments." MARRA asks why Cr Kelly has not considered a

motion to rescind the February 2018 decision to commit \$125,000 of ratepayers' money to a Meander Falls Road extension feasibility study, as this huge sum is also non-core business?

Response from Martin Gill, General Manager

Council officers had originally included \$30,000 in the proposed 2018–19 Budget to undertake initial planning work for the Meander Falls Road Extension Feasibility Study.

Following advice from the Premier that the State Government would not contribute funding toward the Feasibility Study Council and a review of proposed expenditure determined to remove the \$30,000 from the 2018–19 budget.

At this point Council has not allocated any money in Councils operating budget toward the proposed Feasibility Study.

This means that at the moment it has no impact on the general rate and is not contributing to the circumstances that have triggered the proposed rate increase.

Cr Kelly or Council may review the original decision and the commitment at a future time.

3. PUBLIC QUESTIONS WITHOUT NOTICE – JULY 2018

COUNCILLOR QUESTION TIME

1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – JUNE 2018

1.1 Cr Ian Mackenzie

Bracknell River Reserve

- i. What was the total cost of installation of bollard to council including materials, labour and all other associated council costs?

Response by Matthew Millwood, Director Works
The estimated cost to install the bollard was \$337.

Camping

The following questions were part of a series of questions about free camping in the Northern Midlands local government asked by Councillor Mackenzie at the Ordinary Council meeting in June 2018.

The previous question was:

I believe that MVC's General Manager has recently had some communication with the Northern Midlands Council GM in regards to the process that Northern Midland Council went through in regards to Camping within the Northern Midlands Council Area is this correct?

The response was, yes this is correct.

- ii. What was that process?

Response by Martin Gill, General Manager
In 2015, Northern Midlands Council developed and adopted a Camping in Council Reserves policy.
After adopting the policy Northern Midlands Council undertook the following process before deciding to offer self-contained vehicle overnight rest areas on Council reserves:

- ***Worked through the full decision making guideline contained in the 2012 Statewide Directions Paper and cost attribution checklist***
- ***Met with all existing caravan park owners in the Northern Midlands local government area***
- ***Consulted with a range of stakeholders and residents, in particular residents who owned properties adjoining Council reserves***

- ***Consulted with camping organisations, other sector representatives and local businesses***
- ***Undertook a full risk assessment***

Northern Midlands Council received no objections from other commercial operators and support from adjoining landowners.

iii. What was the outcome of that process?

Response by Martin Gill, General Manager

There are number of Council owned reserves within Northern Midlands where Self - Contained Vehicles can stay overnight.

The service is available to self-contained vehicles only. This means shower, washing, toilet, cooking, and sleeping must be contained within the vehicle. No grey or black water or other liquid is to be let out onto the ground, around trees, or into waterways.

You must obtain a permit to stay overnight. Permits are free for up to 48 hours and are available 24/7 via a website

A council officer undertakes regular inspections

Great Western Tiers Visitor Centre

I believe there are two businesses within that operation, the Museum and the Visitor Information Centre, is this correct?

Response by Jonathan Harmey, Director Corporate Services

The Visitor Centre and Deloraine & Districts Folk Museum are regarded as one operation but Council does track some visitor numbers and financial information separately.

The property at 98 Emu Bay Rd, Deloraine provides visitor services, Yarns Artwork in Silk exhibition and the Deloraine & Districts Folk Museum including settler's cottages. They operate as one business. There is one business plan for the whole precinct.

The Deloraine & Districts Folk Museum is cared for by a volunteer group which is overseen by the Visitor Centre manager. The reference group fundraises to assist in some development and discretionary projects that they identify such as additional items to add to the Museum display.

Council has a door counter that gathers total visitation to the precinct per day. Visitation for the Yarns exhibition and Museum is tallied by cash register ticket sales. There is one ticket that includes access to the Yarns exhibition and Museum. Both the Yarns exhibition and Museum have been achieved through considerable community involvement and donation. Maintenance and administration of the precinct is supported by a group of committed volunteers.

What is the total cost of the Museum business part only of that business to MVC?

Response by Jonathan Harmey, Director Corporate Services

The Visitor Information Centre and Deloraine & Districts Folk Museum buildings are joined and not separable. The cost of operating the business at the precinct was budgeted to cost \$367,000 in 2017-18, additional lawn mowing totalling \$2,300 was budgeted in 2017-18 and additional building maintenance of \$34,700 was budgeted in 2017-18. The costs do not include the many hours of volunteer time each day. Revenue of \$156,500 was budgeted to be received to offset the costs. The net cost of the entire precinct for 2017-18 is estimated to be \$247,500.



Image of the precinct at 98-100 Emu Bay Rd, Deloraine displaying the one main building and settler's cottages at the rear of the property.

What is the total income of that part of the business?

Response by Jonathan Harmey, Director Corporate Services

Visitation for the Yarns exhibition and Museum is tallied by cash register ticket sales. There is one ticket that includes access to the Yarns exhibition and

Museum. In almost all circumstances the visitor attends both attractions at the precinct following the purchase of their ticket. There is a very minor number who will just visit Yarns or just the Museum. For 2017-18 total ticket sales (Yarns & Museum) were \$29,700 and total visitation was 5,897. This would equate to 14.5% of all visitors to the precinct.

What is the total cost of the Visitor information Centre part only of this business to MVC?

Response by Jonathan Harmey, Director Corporate Services

See response to "What is the total cost of the Museum business part only of that business to MVC? "

What is the total income of part of that business?

Response by Jonathan Harmey, Director Corporate Services

Anticipated revenue for the precinct in 2017-18 is \$156,000. After removing the Yarns exhibition and Museum revenue of \$29,700 the remaining revenue for the precinct is \$126,300.

What is the total number of visitors to this centre?

Response by Jonathan Harmey, Director Corporate Services

The total number of visitors for 2017-18 was 40,658 (including Yarns exhibition and Museum).

What is the total spend of those visitors to the GWTV within the Meander Valley area?

Response by Jonathan Harmey, Director Corporate Services

The total spend of people that visit the centre, visitors assisted over the phone and visitors assisted by email is unknown. The precinct recognises the following revenue:

- ***\$159,900 Gross accommodation sales (prior to recognising cost of accommodation)***
- ***\$87,300 Merchandise sales***
- ***\$29,700 Yarns and Museum visitation***
- ***\$37,000 tickets, licences and other income***

Gross accommodation sales breakdown is 1,058 bed nights sold. 728 (69%) are regional and 330 (31%) other areas Statewide.

The Visitor Information Centre network has reported that engagement with Visitor Centre's can result in 59% or more additional expenditure in the community (or around \$180 per adult visitor) on fuel, food and retail, accommodation and attraction services (Source: The Impacts of Regional Visitor Information Centres on Visitor Behaviour in South Australia: Summary of Results, 2011, South Australian Tourism Commission).

What is the return to the tourism industry/businesses within the Meander Valley area on each "rate payers" dollar spent?

Response by Jonathan Harmey, Director Corporate Services

The Visitor Information Centre network advises that centre's generate social benefits for their communities in addition to economic outcomes (e.g. employment, information for residents, community hubs, support during crises, industry training and support). As is the case with many Council services, such as Parks and Recreation areas, the social benefits are unable to be quantified. It is further noted that the precinct provides a range of services to visitors. It assists with supporting the Great Western Tiers Tourism Association, community events and fundraising, recommends local products, retail, hospitality, tourism destinations, accommodation providers, displays local brochures and advertises local businesses.

How is this return quantified?

Response by Jonathan Harmey, Director Corporate Services

The return would comprise a financial value to Council and associated business. It would also comprise many benefits in the community which could not be recognised with a financial value. Both are unable to be determined at this time.

2. COUNCILLOR QUESTIONS WITH NOTICE – JULY 2018

Nil

3. COUNCILLOR QUESTIONS WITHOUT NOTICE – JULY 2018

DEPUTATIONS BY MEMBERS OF THE PUBLIC

NOTICE OF MOTIONS BY COUNCILLORS

- GOV 1 WASTE TRANSFER STATION FEES – CR IAN MACKENZIE
- GOV 2 RELOCATION OF LIGHTS AT THE DELORAINE COMMUNITY COMPLEX – CR
IAN MACKENZIE
- GOV 3 CAMPING AT BRACKNELL RIVER RESERVE – CR IAN MACKENZIE

CERTIFICATION

"I certify that with respect to all advice, information or recommendation provided to Council with this agenda:

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

A handwritten signature in black ink, appearing to read 'M Gill', with a long, sweeping horizontal line extending to the right.

Martin Gill
GENERAL MANAGER

"Notes: S65(1) of the Local Government Act requires the General Manager to ensure that any advice, information or recommendation given to the Council (or a Council committee) is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation. S65(2) forbids Council from deciding any matter which requires the advice of a qualified person without considering that advice."

GOV 1 NOTICE OF MOTION – WASTE TRANSFER STATION FEES – CR IAN MACKENZIE

1) Introduction

The purpose of this report is for Council approve a Notice of Motion from Cr Ian Mackenzie to change the fee structure at Council's waste disposal sites for ratepayers who do not receive a kerbside waste and recycling collection service and for customers who do not want to recycle, and to change the proposed waste management service charge outlined in the proposed budget estimates.

2) Background (Councillor Ian Mackenzie)

There are two parts to this Notice of Motion.

Part 1:

That Council will send a purposely produced Waste Management Sticker that can be mounted on the inside of a windscreen of a vehicle to the ratepayers of Meander Valley that did not receive Kerbside Waste/Recyclable collection (number of ratepayers 3721) in the 2017-2018 council financial year.

Part 1.1

That sticker will provide the following service for the 2018 – 2019 financial year;

- a. Recyclables to be placed in comingled bins or separated and sorted bins provided at each of Meander Valley's tips sites free of charge.
- b. On the condition of (a) general domestic waste and other materials stated in (c) are placed in appropriate area, accompanying that recyclable will also be disposed of free of charge.
- c.
 - Clean green waste (no rubbish, plastic, contamination),
 - Timber – salvageable
 - Timber – scrap, stumps, logs (>150mm Full Price)
 - Drum Muster (must be triple washed)
 - Clean fill (<150mm rocks, no contamination or concrete)
 - Light scrap steel and non-ferrous metal
 - e-waste – televisions, computers, screens & keyboards
 - Batteries

Part 1.2

The sticker will not provide the disposal of Motor Vehicle & Other items and disposal fees will be as follows.

- Car Tyres and Light Truck Tyres – each \$13*
- Truck Tyres – each \$39*
- Motor Vehicle Bodies – each \$20*
- Mattresses (per Item) \$6*
- Refrigerators and Freezers (per Item) \$6*
- Waste oil 20 litre containers \$1
- Compacted per m3 disposal subject to and conditions added regarding council approval

Part 1.3

The sticker will not provide the disposal of materials banned from landfill.

Part 1.4

For those that do not wish to recycle or do not have a sticker the following new fees (Fees) will apply.

Table 1

Tip Fees				New Fees
Includes domestic vehicles, domestic vehicles taking trailers, and small trucks that are less than 3.0 tonne Gross Vehicle Mass/Gross Combination Mass (GVM/GCM) only, disposing of household garbage, concrete/rubble, clean fill, green waste, wood, metal, plastics, etc. Does not include any vehicles transporting controlled waste. All vehicles greater than 3.0 tonnes GVM/GSM are charged per m ³ rate.				
Waste Cars & Trailers				
Car / Wagon (includes \$0.32 regional waste levy)	\$9*	\$9*	No change	\$4.50
Ute & Single Axle Trailer (up to 1m ³) covered (includes \$1.60 regional waste levy that is exempt from GST)	\$16*	\$16*	No change	\$8.00
Ute & Single Axle Trailer (up to 1m ³) uncovered (includes \$1.60 regional waste levy that is exempt from GST)	\$22*	\$23*	Increase \$1 in line with CCI	\$11.00
Tandem Axle Trailer & Small Truck (up to 3.0 T GVM) covered (includes \$3.20 regional waste levy that is exempt from GST)	\$26*	\$27*	Increase \$1 in line with CCI	\$13.00
Tandem Axle Trailer & Small Truck (up to 3.0 T GVM) uncovered (includes \$3.20 regional waste levy that is exempt from GST)	\$34*	\$35*	Increase \$1 in line with CCI	\$17.00
Domestic and Trade Waste				
Loose per m ³ (includes \$2.50 per m ³ regional waste levy that is exempt from GST)	\$37*	\$40*	Increase \$3 in line with CCI	\$18.50
Compacted per m ³	By Appointment Only	Disposal subject to Council approval	Condition added regarding Council approval	
Bags up to 60 litres	\$2 each	\$2 each	No change	\$0.5
240 litre bins	N/A	\$6	New fee	\$2.00

Table 2

FACILITY/SERVICE	CURRENT FEES/CHARGES (* GST inclusive)	PROPOSED FEES/CHARGES (* GST inclusive)	COMMENTS
Motor Vehicle & Other			
Car Tyres and Light Truck Tyres – each	\$13*	\$13*	No change
Truck Tyres – each	\$38*	\$39*	Increase \$1 in line with CCI
Motor Vehicle Bodies – each	\$20*	\$20*	No change
Recyclables			
Waste oil 20 litre containers	\$1*	\$1*	No change
Separated and sorted recyclables	Free of charge	Free of charge	No change
Comingled recyclables	Per Waste Fees	Half Price	Half price
Clean green waste (no rubbish, plastic, contamination)	Half Price*	Half Price*	No change
Timber – salvageable	Half Price*	Half Price*	No change
Timber – scrap, stumps, logs >150mm	Full Price*	Full Price*	No change
Drum Muster (must be triple washed)	Free of charge	Free of charge	No change
Clean fill (<150mm rocks, no contamination or concrete)	Free of charge	Free of charge	No change
Light scrap steel and non-ferrous metal	Free of charge	Free of charge	No change
e-waste – televisions, computers, screens & keyboards	Free of charge	Free of charge	No change
Batteries	Free of charge	Free of charge	No change
Items suitable for tip shop	Free of charge	Free of charge	No change
Mattresses (per Item)	\$5*	\$6*	Increase \$1 in line with CCI
Refrigerators and Freezers (per Item)	\$6*	\$6*	No change

Part 2:

That Council will increase the current tip fee of the weekly kerbside waste collection service from:

- \$1.11 per bin to \$1.50 per bin per week (140l bins)
- \$0.61 per bin to \$1.00 per bin per week (80l bins)

*

*

In reviewing the fees and charges for the amended motion for the June meeting I have come up with the following conclusion. That Meander Valley has been overcharging on tip fees for non-serviced (no Kerbside Waste Collections Services available) ratepayers and undercharging on tip fees section of the Kerbside Waste Collection Services for a number of years and this motion will offset that for the next 12 months. This issue has also been highlighted in the media in recent times.

As mentioned there are two parts to this motion part 1; is to offset the overcharging on tip fees for non-serviced (no Kerbside Waste Collections Services available) residents by issue of waste management sticker and Part 2 Increasing the tip fee component of the waste collection service from \$0.15 per kilogram to \$0.21 per kilogram (based on averages as per table 4), which is equal to a tip fee of \$1.50 per 140 litre bin per week for weekly service.

In the financial year of 2017-2018 Ratepayer "A" that received kerbside collection received a 140 litre waste collection weekly service and a 240litre recyclable bin fortnightly service. This was at a charge of \$154.00 in the budget papers presented at the Council workshop in May.

Of that \$154.00 service fee \$40.35 was for the fortnightly recyclable collection service. Of the \$40.35, \$13.99 (table 4) was for an annual sorting fee of recycle waste which allowed for a collection and drop off cost of approximately \$25.65 per annum per ratepayer.

Of that \$154.00 service fee \$113.65 (\$154.00 – \$40.35) was for the weekly waste collection service. Of the \$113.65, collection of and the drop off of this waste was \$55.90 (table 3) per annum this allowed for a tip fee of \$57.75per annum per ratepayer.

For Ratepayer "B" for which Kerbside Collection was unavailable their fees for the same weekly/ fortnightly service would be 140 litre bin \$4.00 per week (based on recent fees, recent receipt attached \$5.00 for 240 litre bin) and a 240 litre comingled recyclable with a current charge of "as per waste charge" \$5.00 per fortnight.

Waste fee \$4.00 per week x 52 = \$208.00
 Commingled Recyclables \$5.00 x 26 = \$130.00

Cost of same service \$338.00 per annum for Ratepayer "B" with the additional cost of taking waste to the tip site.



DOMESTIC WASTE		PRICE
Bags up to 60 Litres		\$2 ea.
Car / Wagon		\$9
Ute & Single Axle Trailer (up to 1m³)	Covered	\$16
	Uncovered	\$22
Small Truck & Tandem Axle Trailer (1m³ to 3m³)	Covered	\$26
	Uncovered	\$34
OVER 3m³		PRICE
Loose per m³		\$37
TYRES		PRICE
Car & Light Truck Tyres		\$13 ea.
Truck Tyres		\$38 ea.
RECYCLABLES		PRICE
Separated & Sorted Recyclables		Free
Commingled Recyclables	Per Waste Fees	
Clean Green Waste (no rubbish, plastic, contamination)	Half Price	
Timber - salvageable	Half Price	
Timber - scrap, stumps, logs > 150mm	Full Price	
Drum Muster (must be triple washed)	Free	
Waste Oil 20 Litre Containers	\$1	
Clean Fill (<150mm rocks, no contamination or concrete)	Free	
Light Scrap Steel & Non-Ferrous Metal	Free	
E-Waste - televisions, computers, screens & keyboards	Free	
Batteries	Free	
Items suitable for Tip Shop	Free	
Car Bodies	\$20	
Mattresses (per item)	\$5	
Refrigerators & Freezers (per item)	\$6	
MATERIALS BANNED FROM LANDFILL		
HOT ASH, LPG GAS BOTTLES, OFFAL, CHEMICAL WASTE, ASBESTOS, TYRES, APIARY WASTE		
All other materials to be placed in areas designated by managers		
THANK YOU		

Note: For ratepayer "B" that wanted to sort and separate their recycles at a tip, their cost would still be higher at \$208.00 (52 weeks x \$4.00) per annum for a 140 litre bin for their weekly service and also has the additional extra time to sort and separate their recyclables.

justWASTE
ABN 93 933 618 738

**Landfill
Waste Transfer Station
Tax Invoice/Receipt**

Receipt No. **44292**
Date: **16-6-18**
Time: _____
Site: DEL ☒ MC

	Refuse	Green Waste	
50 Litre Bag	<input type="checkbox"/>	<input type="checkbox"/>	Large Truck up to 34" Tyre <input type="checkbox"/>
240 Litre Garbage Bin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Recyclables <input checked="" type="checkbox"/>
Car / Wagon	<input type="checkbox"/>	<input type="checkbox"/>	Salvageables <input type="checkbox"/>
Ute	<input type="checkbox"/>	<input type="checkbox"/>	Mattress <input type="checkbox"/>
Single Axle	<input type="checkbox"/>	<input type="checkbox"/>	Timber (Salvageable) <input type="checkbox"/>
Double Axle	<input type="checkbox"/>	<input type="checkbox"/>	Clean Fill <input type="checkbox"/>
Commercial per m ³	<input type="checkbox"/>	<input type="checkbox"/>	Uncovered Load <input type="checkbox"/>
Commercial compacted per m ³	<input type="checkbox"/>	NA	Comingled Recycling <input type="checkbox"/>
Car/Motorbike Tyre	<input type="checkbox"/>		2x bins - \$100 <input type="checkbox"/>
Light Truck / 4x4 Tyre	<input type="checkbox"/>		Receipt Total \$ 25.00 <input type="checkbox"/>
Medium Truck 18" & Over Tyre	<input type="checkbox"/>		Inclusive of GST

X 3

I also view this motion as an incentive to take rubbish to the tip, which should also reduce the amount of illegal dumping which has also been highlighted lately.

As Council pays on weight with collections services, an argument can be made with waste collection services that not all bins are full, hence a lower tip fee. However, Ratepayer "B" will not take a half empty bin to the tip due to the current fee structure (as they paying on size and not weight) when taking this into consideration, rate payer B taking their bins fortnightly (comingled recycling and waste) to the tip, they would still have a tip cost of \$208.00 per annum.

As stated part 2 of this Motion is to increase the current tip fee component of the weekly kerbside waste collection service from \$1.11 per bin to \$1.50 per bin. This would increase the cost of tip fees for this service from \$0.15 per kilogram to \$0.21 per kilogram (based on averages) or a total of \$20.00 per annum. Also increasing the tip fee component of the Kerbside Waste Collection Service to \$1.50 for 140 litre bin would make this more compatible with the new tip fee moved in May meeting or as new tip fee as per table 1 of \$2.00 for a 240 litre bin.

The following table 3 provide the calculations (*on the proposed*) Garbage Collection and Waste Management Services

Table 3

Garbage Collection and Waste Service Charge									
Kerbside Charge		Waste		Recycling					
\$ 154.00	-	\$ 113.65	=	\$ 40.35					
Recycling Charge		Collection costs by contractor		Annual Sorting fee per bin		Serviced Fortnightly		Fortnightly Sorting cost per bin	Size of Bin
\$ 40.35	-	\$ 26.35	=	\$ 13.99	÷	26	=	\$ 0.54	140 or 240 same price
Annual Sorting Fee Calculation									
Total Tonnes		Recycle Sorting Cost \$/tonne		Total Cost of Sorting \$		Bins		Annual Sorting fee per bin	
1084	x	\$ 82.50	=	\$ 89,430.00	÷	6392	=	\$ 13.99	
Waste		Annual Collection Costs by Contractor per bin		Tip fees		Serviced Weekly		Weekly tip fee per bin	Size of Bin
\$ 113.65	-	\$ 55.90	=	\$ 57.75	÷	52	=	\$ 1.11	140
Calculation of price per Kilogram									
Tonnes		Bins		Annual Kilograms per bin (Average)		Serviced Weekly		Weekly bin kg (Average)	Current price per kilo (calculated on average)
2,421	÷	6392	=	378.755	÷	52	=	7.28	\$ 0.15
Proposed Increase of tip fee per bin		Increase of						Proposed increase per kilo	Proposed Collection Service Fee
\$ 1.50		\$ 0.39	x	52	=	20.25	=	\$ 0.21	\$ 174.00

3) Strategic/Annual Plan Conformance

Not applicable.

4) Policy Implications

Not applicable.

5) Statutory Requirements

Not applicable.

6) Risk Management

There are a number of risks associated with the proposed motion.

There has been no opportunity to thoroughly review or discuss the financial implications and flow on impacts of the proposed changes to Council's tip fees or waste management service charge.

There is a risk that the budget will have to be reset to account for increased costs to urban ratepayers for kerbside collection. There is also a risk of lost revenue within the waste management function.

If there are changes to the budget, then Council would need to review the proposed general rate. Any delay in setting the budget and general rate has flow on effects for the Annual Plan and the ability for Council to start projects.

7) Consultation with State Government and other Authorities

Not applicable.

8) Community Consultation

There has been no community consultation undertaken in respect to the proposed outcomes from this Motion.

9) Financial Impact

The full extent of the financial impact is not known at this point because a number of assumptions and proposals within the Motion will require further assessment.

There are a number of areas where there may be additional financial impacts including, but not limited to:

- Compensation to the contractor managing the waste disposal sites for loss of revenue (the contractor has already reported a reduction in income following the change made to the tip fees structure at the Ordinary Council meeting in June).
- Approximately \$10,000 to produce stickers, change signage, communicate changes and officer time to administer.
- Collection and disposal costs for bins containing comingled recyclables.

10) Alternative Options

Council can elect to amend or not support the recommendation.

11) Officers Comments

Council adopted it's fees and charges for the 2018-19 financial year at the Ordinary Council meeting in June. The tip fees were structured to:

- Recover a portion of the costs for operating and providing Council's two tip sites and one transfer station site.
- Provide an equitable cost distribution for the responsibility of waste management for our ratepayers.
- Provide costs that are comparative to other councils in the region.

In the proposed 2018-2019 budget estimates Council will set it's waste management service charge with the intention of achieving a waste management function that is self-funding, consistent with the objectives of Council's rating policy.

It is noted that Council's current waste management service charge provides for kerbside waste and recycling to approximately 6,400 properties. This level of service is self-funded. The revenue from tip fees received at Council's waste disposal sites from all customers only partially offsets the costs for operating those waste disposal sites. The balance of these operating costs, and other costs associated with the delivery of Council's waste management function is funded through the application of the \$52 service charge to all rateable properties in the municipality.

In November 1994, Council set out to update certain fees and charges in line with its strategy at the time of working towards a user pays policy. It was recommended to Council in December 1995 that Council fix its fees and charges by resolution and public notice under Section 205 of the Local Government Act 1993. The tip fees proposed to Council, to come into effect from 1 January 1996, were determined following a comparison with fees at West Tamar Council, Launceston City Council, Hobart and typical mainland fees.

Since this time, the tip fees for Council's waste disposal sites has been reviewed annually with adjustments considered based on change to consumer price index, relativity of costs compared to other council's in the region, increases in operational costs, and the introduction of the regional waste levy.

It is not clear to Council officers if the proposed changes outlined in the Notice of Motion reflect the previous approach taken by Council. With this in mind the following observations are made by officers for the consideration of Council:

- a. Council officers are currently assessing options that will be presented to Council in relation to the potential implementation of a rural kerbside waste and recycling collection service. At the present time, there are approximately 1,800 rateable properties with premises that could be considered to receive this service. Cr Mackenzie's reference in the background section of this report to 3,721 ratepayers that did not receive a kerbside collection service, is understood to refer to all rural rateable properties without kerbside collection, with or without habitable premises.
- b. Should Council seek to introduce the rural kerbside collection service in 2018-2019, as well as endorse Cr Mackenzie's motion, a well-considered communication strategy will need to be implemented for all ratepayers, especially if existing kerbside customers will be required to subsidise rural customers through an increase in waste fees over and above the proposed \$20 per year additional cost proposed in this Notice of Motion. The issues raised in this Motion have not previously been brought to the attention of Council by members of the community for formal consideration.
- c. The management practices at each of Council's waste disposal sites have always had a focus on recyclable material being separated into individual product groups (eg. glass, plastic, paper etc.).

Encouraging the disposal of comingled recyclables will reduce the opportunity for recycling and also the financial return to the tip site operator. The cost for hire and collection of comingled recycling skips from Council's sites could add a further \$10,000 to Council's expenditure.

- d. The reduction in fees, or free disposal, as outlined in Cr Mackenzie's Part 1.1 and Part 1.4, could result in a reduction in revenue to Council in the order of \$100,000 per year. This is based on an initial assessment of receipts from all Council sites from May 2018, where the reduction in revenue would be approximately 45%. It is understood that the purpose of the proposed increase in the waste management service charge for existing kerbside collection customers would offset some loss of revenue at tip sites. Refer to point i. below.
- e. Council has a contractual arrangement with its tip sites operator to provide a 10% commission on gate fees. A significant reduction in gate fees which is likely to result from this motion may in turn lead to additional unfunded contractor payments.
- f. Over a number of years northern region councils have endeavoured to have consistency in waste disposal pricing. The reduction in fees proposed under Part 1.4 of the Notice of Motion will result in Meander Valley Council charging considerably lower gate fees than nearby councils (eg. West Tamar and Northern Midlands). This may result in increased visitation to our tip sites which would accelerate the filling of landfill cells and bring forward expenditure associated with landfill rehabilitation. It is considered that the pricing structure adopted by councils in the region is a reasonable structure that has been in place for over 20 years and reflects in part the costs associated with providing waste management disposal services for communities.
- g. Northern Midlands Council has recently approved tip fees for 2018/19 for a 240L bin (\$5) and a 50L garbage bag (\$2). Meander Valley Council officers proposed a fee of \$6 for a 240L bin and \$2 for a 60L garbage bag. These proposed fees were reduced to \$2 and 0.50c respectively at the June Meeting. Council's tip sites operator has indicated there was a reduction in income of 40% based upon a normal Sunday trading day due to the number of bins and bags presented for disposal.

- h. The \$338 in costs associated with Ratepayer "B" taking waste and recycling to the tips was based on \$4 for a 140L waste bin weekly and \$5 for a 240L recycling bin fortnightly. Following Council's approval of the fees and charges in June, the costs for Ratepayer "B" would be \$130, based on a 240L waste bin at \$2 per week and a 240L recycling bin at \$1 per fortnight. This is in comparison to the Ratepayer "A" cost of \$154 for 140L waste bin.
- i. Council's kerbside service costs are apportioned to properties each financial year based on bin volumes and the preceding year's tonnages for waste and recycling. Officers will require direction from Council as to whether it seeks to increase the cost of all kerbside collections by \$20 per annum, or apply varying increases based on bin volumes. For an average residential property, \$20 per annum would equate to a rate increase of 2.65% base on 2017-18 rates.
- j. Council officers do not agree with the comments that the Council has been overcharging on tip fees to customers without a kerbside service. Fees charged are as per Council approved fees and charges. The decision of Council over a number of years in accordance with its rates and charges policy has been for the bin fees from kerbside customers to fully pay for that service. Tip fees, and the \$52 waste charge from all rateable properties, pays for the operation of the waste disposal sites, Council's rehabilitation liability and other waste function costs. Although the installation of weighbridges would provide for a more consistent approach to charging of waste disposal at tip sites, this has previously been discounted by Council. Council's tip fees are generally consistent with adjoining councils in the northern region.

Waste Management is a significant matter for Council. As evidenced by the ongoing discussions in recent months it is difficult to determine a model of management that minimises costs, provides equity and balances competing interests. It is important that in an effort to address one part of a perceived problem with a specific area of service, that we don't create other problems. For these reasons it is important that Council continues to consider and discuss options in conjunction with considering the proposal for a rural kerbside collection service.

It is recommended that Council does not support the Notice of Motion.

If Council resolves to approve the Notice of Motion, the recommendation below will need to be amended to include the following resolutions;

6. That Council rescinds the approval of the Tip Fees as contained in the 2018-2019 Fees and Charges, Council Minute 107/2018, and replaces the Tip Fees with those approved in this Motion.
7. That Council defers agenda reports;
 - a. CORP 1 2018-2019 Budget Estimates, Long Term Financial Plan Update and Rating Recommendation
 - b. C&DS 1 2018-2019 Community Incentive Grants Application Assessments Round 1 – July 2018
 - c. GOV 6 Meander Valley Council Annual Plan 2018-2019
8. That Council authorises the General Manager under Section 82A of the Local Government Act 1993 to issue and apply amounts required to meet the requirements of Council until such time as Council adopts the budget estimates for the 2018–2019 financial year.

AUTHOR: Martin Gill
GENERAL MANAGER

12) Recommendation (Councillor Ian Mackenzie)

That council resolve to:

- 1. Send a purposely produced Waste Management Sticker that can be mounted on the inside of a windscreen of a vehicle to the ratepayers of Meander Valley that did not receive Kerbside Waste/ Recyclable collection in the 2017-2018 council financial year.***
- 2. That sticker will provide the following service;***
 - a. Recyclables to be placed in comingled bins or separated and sorted bins provide at each of Meander Valley's tips sites free of charge.***
 - b. On the condition of (a) general domestic waste and other materials stated in (c) if placed in appropriate areas, accompanying that recyclable will also be disposed of free of charge.***
 - c.***

- i. **Clean green waste (no rubbish, plastic, contamination),**
- ii. **Timber – salvageable**
- iii. **Timber – scrap, stumps, logs (>150mm Full Price)**
- iv. **Drum Muster (must be triple washed)**
- v. **Clean fill (<150mm rocks, no contamination or concrete)**
- vi. **Light scrap steel and non-ferrous metal**
- vii. **e-waste – televisions, computers, screens & keyboards**
- viii. **Batteries Free of charge**

3. The sticker will not provide the disposal of Motor Vehicle & Other items and disposal fees will be as follows.

- i. **Car Tyres and Light Truck Tyres – each \$13***
- ii. **Truck Tyres – each \$39***
- iii. **Motor Vehicle Bodies – each \$20***
- iv. **Mattresses (per Item) \$5***
- v. **Refrigerators and Freezers (per Item) \$6***
- vi. **Compacted per m³ disposal subject to and conditions added regarding council approval**

4. For those that do not wish to recycle or do not have a sticker, the following new fees (Fees) will apply.

Tip Fees				New Fees
Includes domestic vehicles, domestic vehicles taking trailers, and small trucks that are less than 3.0 tonne Gross Vehicle Mass/Gross Combination Mass (GVM/GCM) only, disposing of household garbage, concrete/rubble, clean fill, green waste, wood, metal, plastics, etc. Does not include any vehicles transporting controlled waste. All vehicles greater than 3.0 tonnes GVM/GSM are charged per m ³ rate.				
Waste Cars & Trailers				
Car / Wagon (includes \$0.32 regional waste levy)	\$9*	\$9*	No change	\$4.50
Ute & Single Axle Trailer (up to 1m ³) covered (includes \$1.60 regional waste levy that is exempt from GST)	\$16*	\$16*	No change	\$8.00
Ute & Single Axle Trailer (up to 1m ³) uncovered (includes \$1.60 regional waste levy that is exempt from GST)	\$22*	\$23*	Increase \$1 in line with CCI	\$11.00
Tandem Axle Trailer & Small Truck (up to 3.0 T GVM) covered (includes \$3.20 regional waste levy that is exempt from GST)	\$26*	\$27*	Increase \$1 in line with CCI	\$13.00
Tandem Axle Trailer & Small Truck (up to 3.0 T GVM) uncovered (includes \$3.20 regional waste levy that is exempt from GST)	\$34*	\$35*	Increase \$1 in line with CCI	\$17.00
Domestic and Trade Waste				
Loose per m ³ (includes \$2.50 per m ³ regional waste levy that is exempt from GST)	\$37*	\$40*	Increase \$3 in line with CCI.	\$18.50
Compacted per m ³	By Appointment Only	Disposal subject to Council approval	Condition added regarding Council approval	
Bags up to 60 litres	\$2 each	\$2 each	No change	\$0.5
240 litre bins	N/A	\$6	New fee	\$2.00

FACILITY/SERVICE	CURRENT FEES/CHARGES (* GST inclusive)	PROPOSED FEES/CHARGES (* GST inclusive)	COMMENTS
Motor Vehicle & Other			
Car Tyres and Light Truck Tyres – each	\$13*	\$13*	No change
Truck Tyres – each	\$38*	\$39*	Increase \$1 in line with CCI
Motor Vehicle Bodies – each	\$20*	\$20*	No change
Recyclables			
Waste oil 20 litre containers	\$1*	\$1*	No change
Separated and sorted recyclables	Free of charge	Free of charge	No change
Comingled recyclables	Per Waste Fees	Half Price	Half price
Clean green waste (no rubbish, plastic, contamination)	Half Price*	Half Price*	No change
Timber – salvageable	Half Price*	Half Price*	No change
Timber – scrap, stumps, logs >150mm	Full Price*	Full Price*	No change
Drum Muster (must be triple washed)	Free of charge	Free of charge	No change
Clean fill (<150mm rocks, no contamination or concrete)	Free of charge	Free of charge	No change
Light scrap steel and non-ferrous metal	Free of charge	Free of charge	No change
e-waste – televisions, computers, screens & keyboards	Free of charge	Free of charge	No change
Batteries	Free of charge	Free of charge	No change
Items suitable for tip shop	Free of charge	Free of charge	No change
Mattresses (per Item)	\$5*	\$6*	Increase \$1 in line with CCI
Refrigerators and Freezers (per Item)	\$6*	\$6*	No change

5. Increase the current tip fee component of the weekly kerbside waste collection service from \$1.11 per bin to \$1.50 per bin per week (140l bins) and \$0.61 per bin to \$1.00 per bin per week (80l bins) which is equal to increase of \$20.00 per annum and a total of \$174.00 for Kerbside Garbage Collection and Waste Management Services.

DECISION:

CORP 1 2018-19 BUDGET ESTIMATES, LONG TERM FINANCIAL PLAN UPDATE AND RATING RECOMMENDATION

1) Introduction

The purpose of this report is to present the 2018-19 Budget Estimates, Long Term Financial Plan (LTFP) update and rating recommendation for adoption by Council.

2) Background

The Budget Estimates including updated LTFP summary (Budget Estimates & Rating Recommendation Report Attachment 1) are presented to Councillors. A detailed analysis of the various aspects of the budget is provided in the Budget Estimates & Rating Recommendation Report.

The estimates and rating recommendation have been framed according to the parameters set within Council Policy No. 77 Rates and Charges, Council's Financial Management Strategy, updated LTFP, approved Capital Works Program (CWP) and in accordance with the discussions at the operating budget and LTFP workshops on 22 May and 26 June 2018.

3) Strategic/Annual Plan Conformance

The Annual Plan for 2018-19 is by its nature funded within the Budget Estimates.

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

- Future Direction (5) Innovative leadership and community governance

4) Policy Implications

The policy position within Council's Financial Management Strategy and updated LTFP is to maintain Council's underlying operating surpluses and CWP funding, sustainably and long term.

Rates and Charges are structured in accordance with Council Policy No. 77 Rates and Charges.

5) Statutory Requirements

Council's financial activities are governed by the Local Government Act 1993 (Act) Part 8, Financial Management (Sections 73 to 85). The Budget Estimates have been prepared in accordance with Section 82 of the Act and must be adopted by Council by an 'Absolute Majority'.

A further recommendation providing authority for the General Manager to make minor adjustments with no overall change to the budget under Section 82(6) of the Act must also be carried by an 'Absolute Majority'.

A further recommendation translating the budgeted rates and waste revenue into rates and charges under Part 9 of the Act must also be carried by an 'Absolute Majority'.

6) Risk Management

The ability for Council to deliver our current levels of service and provide new infrastructure projects, while meeting increasing community expectations and industry standards, will be at risk should lower general rate and service charges be adopted.

7) Consultation with State Government and other Authorities

The State Fire Commission advises Council of the annual Fire Service Contribution required for their operations. Council collects these funds through the rates resolution on their behalf.

8) Community Consultation

The Budget Estimates underpin Council's Community Strategic Plan 2014-24, which was developed with community consultation.

9) Financial Impact

The 2018-19 Budget Estimates, LTFP update and rating recommendation, are provided in the Budget Estimates and Rating Recommendation Report. The Budget Estimates and rating recommendation provide the cash requirements to fund ongoing operating activities and the CWP. The proposed general rate accords with Council's Financial Management Strategy and LTFP position of at least keeping pace with inflation. It also takes into account the effect of pressure on revenue sources and one off expenditure projects anticipated to occur in 2018-19.

The 2018-19 budget records an underlying deficit of \$42,500 from continuing operations however after adjusting carried forward incomplete one off projects from the prior year, an adjusted surplus of \$204,400 is recognised.

The adjusted underlying surplus is considered necessary to prepare Council for reduced interest income and increased depreciation & maintenance expenditure in 2019-20. The valuation of all properties currently underway is expected to shift the general rates distribution for many properties in 2019-20, where general rates increases in 2018-19 will be consistently applied to the amounts properties were levied in the prior year. Cash and investment balances are estimated to fall from \$22.072 million to \$15.899 million in 2018-19. The considerable CWP program being managed by Council officers contributes to the decline in this balance.

10) Alternative Options

Council can adopt the Budget Estimates, LTFP and rating recommendation with amendment, or defer the item to a future Council meeting and under Section 82A of the Local Government Act 1993 authorise the General Manager to issue and apply amounts required to meet the requirement of Council until such time as Council adopts the estimates for the 2018-19 financial year.

11) Officers Comments

The Budget Estimates parameters are set in Council's Rates and Charges Policy and Financial Management Strategy and managed long term by the LTFP. If adopted, the Budget Estimates, LTFP update and rating recommendation will provide the continuation of many essential services provided to the community. While the Budget Estimates present a small adjusted surplus, Council will continue to face challenges in coming years to sustain underlying operating surpluses. The proposed increase to the general rates is considered necessary to address the loss of recurrent income and provide for long term sustainability of Council's operations.

The Tasmanian Audit Office provided comparative data on the 29 Tasmanian Council's 2017 financial statements. They advised that on average Councils state wide had 7.9 Full Time Equivalent (FTE) employees per 1,000 population, Meander Valley has 3.9 FTE 1,000 population (second lowest in Tasmania). On average Councils state wide spent \$2,593 per rateable property on operating expenses, on average Meander Valley spent \$1,793 per rateable property on operating expenses (third lowest in

Tasmania). This suggests that Meander Valley currently provides cost efficient services to the community.

Current inflation values taken into consideration in forming the Budget Estimates range from 2.0% (CPI Hobart March 2017 to March 2018) to 4.3% (non-residential building construction index Tasmania March 2017 to March 2018). The Local Government Association of Tasmania advised that an average rate increase across the State of 2.42% may be necessary as an inflation reference in 2018-2019 to allow current levels of service to be maintained, assuming other revenue sources (e.g. grants) also increase in line with expenditure. Unfortunately Meander Valley will experience the negative effects of reduced revenue and increased expense in some items for 2018-19 and an inflation based rate increase will not be sufficient.

In addition to inflation increasing a number of Council expenditure items, the Board of Taswater determined in August 2016 that commencing 1 July 2018 it will reduce and freeze annual distributions to Owner Councils. The removal of one third of Meander Valley's shareholder distribution results in a \$278,000 reduction of recurrent revenue in 2018-2019. Council has also been advised recently, of a decision by NRM to discontinue all facilitator support for Council's NRM activities resulting in a \$43,000 reduction of recurrent revenue in 2018-19. New and upgraded capital works expenditure has the impact of increasing operational maintenance and depreciation expenses. Council was advised at the May 2017 meeting that the completion of the 2017-18 capital works program would result in an ongoing increase in depreciation, operation and maintenance costs, estimated to be \$216,000 per year.

Council decided at the June Council meeting to defer the Budget Estimates to the July Council meeting, and that the matter be placed on the June workshop agenda to enable Councillors to consider how to reduce the rate increase from the recommended 5.00% to around 3.50%. A review of services was conducted at the June 2018 Council Workshop with a view to reduce the proposed general rate increase for 2018-19. The following changes have been made from the budget estimates proposed at the June Council meeting with the effect of reducing the general rates increase from 5.00% to 4.46%:

Changes to recurring revenue and expenditure items:

Budget Item	Estimated Amount	Description
New fee for advertising planning applications	\$27,000	Fee approved at the June Council meeting for advertising and re-advertising planning applications. These fees will cover some costs

		associated with the advertisement of applications.
Reduction to the scope of Council's NRM activities	\$16,200	Reduction to the scope of works completed by the NRM Officer.
Business Events Tasmania	\$7,000	Removal of the financial contribution to the organisation Business Events Tasmania.

Changes to one-off expenditure items for 2018-19:

Westbury Town Common management plan	\$15,000	Removal of cost to support proposed management plan for the Westbury Town Common area.
Westbury community facilities review	\$20,000	Removal of cost to support proposed review to determine the need for additional community facilities in Westbury, from the March 2018 Council Meeting.
Pop up community space Deloraine	\$15,000	Removal of cost to support proposal identified in the Deloraine ODP for Council to engage with the community through developing a vacant area on Emu Bay Rd.
International Womens Day Event	\$10,000	Removal of cost to support proposed event to celebrate international womens day.
Deloraine recreation project feasibility	\$10,000	Removal of cost to support planning and consultation for any potential facility upgrade of sports facilities in Deloraine.
Deloraine Community Complex scoreboards & shot clocks	\$6,000	Removal of cost to support proposed project to work with users to address the need for scoreboards and shot clocks to assist participation at the Deloraine Community Complex.

Council's Rates Policy's objective is to maintain a sustainable rates system that provides revenue stability and supports a balanced budget to avoid placing the burden of current expenditure on future generations. The Budget Estimates provide for a general rates increase of 4.46% on prior year values. General rates increases above inflation will be required in future years, as Council delivers new infrastructure to the community, to ensure ongoing sustainability of its current operation. The proposed increase for 2018-19 aims to replace some of the recurrent revenue that has been discontinued, identified above, while also aiming to keep pace with the minimum inflation value and maintain current operations.

AUTHOR: Jonathan Harmey
DIRECTOR CORPORATE SERVICES

12) Recommendation

It is recommended that:

- A. Pursuant to Section 82(3)(a) of the Local Government Act 1993 (Act) Council adopts the proposed Budget Estimates for the financial year ending 30 June 2019. The proposed Budget Estimates are set out in full in Attachment 1.**
- B. Pursuant to Section 82(6) of the Act, Council authorises the General Manager to make minor adjustments up to \$20,000 to individual items within the estimated operating expenditure under Section 82(2)(b) and the estimated capital works under Section 82(2)(d), so long as the total amount of the estimate is not altered.**
- C. Pursuant to Part 9 of the Act Council adopts the following rates and charges for the period 1 July 2018 to 30 June 2019:**

1. General Rate

- a) That pursuant to Section 90 of the Local Government Act 1993 (the Act), Council makes the following General Rate in relation to all rateable land (excluding land which is exempt pursuant to the provisions of Section 87) within the municipal area for the period commencing 1 July 2018 and ending on 30 June 2019, namely a rate of 5.906 cents in the dollar of assessed annual value of the land;***
- b) That pursuant to Section 90(4) of the Act, Council sets a minimum amount payable in respect of the General Rate of \$135.***

2. Service Rates and Service Charges

That pursuant to Sections 93, 93A and 94 of the Act, Council makes the following Service Rates and Service Charges in respect of all rateable land within the municipal area (including land which is otherwise exempt from rates pursuant to Section 87) for the period commencing 1 July 2018 and ending on 30 June 2019 namely:

- a) A service charge for waste management in respect of all lands of \$52 for the making available of waste management facilities.***

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

- i. by reason of the provision of a standard kerbside waste collection service, ie one 80 litre mobile garbage bin and one mobile recycling bin, and including alternate weekly garbage and green waste collection where provided, the service charge for waste management is varied for all lands receiving such a service, by increasing it by \$128 to \$180;***
- ii. by reason of the provision of an extra capacity kerbside waste collection service ie one 140 litre mobile garbage bin and one mobile recycling bin, and including alternate weekly garbage and green waste collection where provided, the service charge for waste management is varied for all lands receiving such a service by increasing it by \$154 to \$206;***
- iii. by reason of the provision of an additional extra capacity kerbside waste collection service ie one 240 litre (or two 140 litre) mobile garbage bin(s) and one mobile recycling bin, and including alternate weekly garbage and green waste collection where provided, the service charge for waste management is varied for all lands receiving such a service by increasing it by \$308 to \$360;***
- iv. by reason of the locality and provision of an extra capacity kerbside waste collection service ie one 140 litre mobile garbage bin and one mobile recycling bin, upsized from the standard kerbside waste collection (as per 2b)i above), during the trial and implementation of alternate weekly green waste collection at Blackstone Heights the service charge for waste management is varied for all lands receiving such a service by reducing it by \$26 to \$180;***
- v. by reason of the locality and provision of an additional extra capacity kerbside waste collection service ie one 240 litre mobile garbage bin (or two 140 litre) mobile garbage bin(s) and one mobile recycling bin, upsized from the extra capacity kerbside waste collection (as per 2b)ii above), during the trial and implementation of alternate weekly green waste collection at Blackstone Heights, the service charge for waste***

management is varied for all lands receiving such a service by reducing it by \$154 to \$206;

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

i. in respect of the Launceston Permanent Brigade Rating District of 1.3646 cents in the dollar of assessed annual value of rateable land within that District; AND

ii. in respect of the Volunteer Brigade Rating Districts of 0.3962 cents in the dollar of assessed annual value of rateable land within those Districts; AND

iii. in respect of General Land of 0.3649 cents in the dollar of assessed annual value of rateable General land.

d) That pursuant to Section 93(3) of the Act, Council sets a minimum amount payable in respect of the fire protection service rates of \$40.

3. Separate Apportionments

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

4. Instalment Payments

That pursuant to Section 124 of the Act Council:

a) Decides all rates are payable by all ratepayers by four approximately equal instalments;

b) Determines that the dates by which instalments are to be paid shall be as follows:

The first instalment on or before 31 August 2018

The second instalment on or before 31 October 2018

The third instalment on or before 31 January 2019

The fourth instalment on or before 29 March 2019

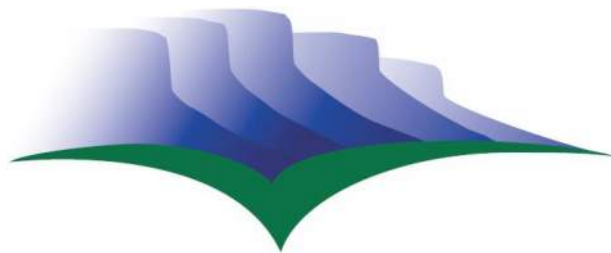
5. Interest on Late Payments

That pursuant to Section 128 of the Act , if any rate or instalment is not paid on or before the date it falls due then there is payable a daily interest charge of 0.024137% (8.81% per annum) in respect of the unpaid rate or instalment for the period during which it is unpaid.

6. Adjusted Values

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

DECISION: Absolute majority required for the motion to be passed



MEANDER VALLEY COUNCIL

BUDGET ESTIMATES & RATING RECOMMENDATION 2018-19





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Basis of Preparation

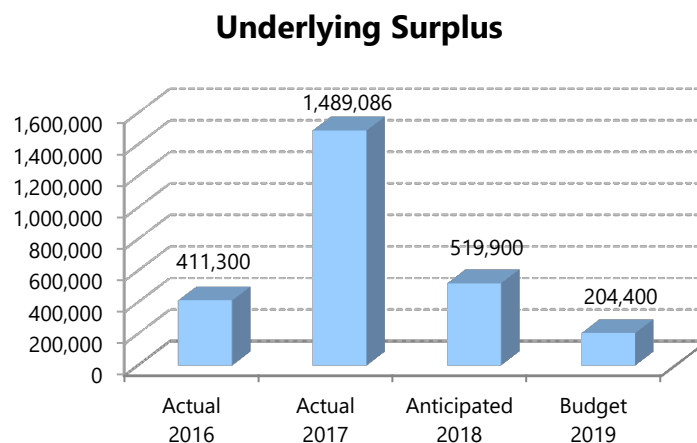
The operating budget estimates and rating recommendation is presented for the 2019 financial year. The requirements of Council Policy 77 'Rates and Charges' (Rates Policy) and Council's Financial Management Strategy have been taken into consideration. The objective of the Rates Policy is to maintain a sustainable rates system that provides revenue stability and supports a balanced budget to avoid placing the burden of current expenditure on future generations. The purpose of the Financial Management Strategy is to manage the Long Term Financial Plan to retain an underlying surplus after excluding capital income and expenditure. In preparing the operating budget, Council considers the demand for services and the cost of maintaining facilities for community benefit.

Underlying Surplus

The 2019 operating budget provides for an underlying deficit of \$42,500. After adjusting for incomplete one off projects funded in the prior year, an underlying surplus of \$204,400 is provided for. Continuing to provide for a surplus into the future remains a challenge for Council. The adjusted underlying surplus is considered necessary to prepare Council for reduced interest income and increased depreciation & maintenance expenditure in 2020 following completion of major capital expenditure. Funding for specific one off projects and programs to be undertaken (Attachment 3) have been considered and accommodated within the context of the proposed rates model, many of the one off projects will be managed by the Infrastructure Services Department.

An underlying operating surplus occurs where the operating revenue exceeds operating expenditure. The benchmark is a surplus greater than zero (break even operating result). A positive result designates a surplus where the larger the surplus, the stronger the result and therefore stronger assessment of sustainability. An excessive surplus could disadvantage ratepayers. A negative result indicates a deficit which cannot be sustained long-term.

Table 1: Actual and budget underlying surplus 2016 to 2019

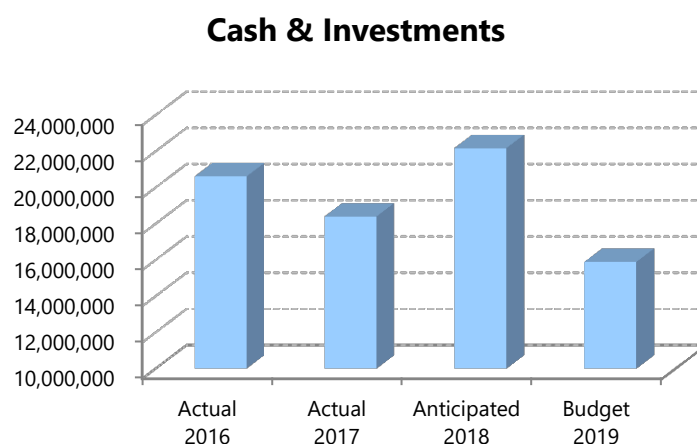


Cash & Investments

The opening cash & investments balance in 2018 was \$18,406,300, this is before removing total liabilities at the time of \$8,588,300. The balance is estimated to be reduced to \$15,899,100 at the end of 2019 before taking into account any liabilities (assumed to be a similar amount). The reducing cash balance is expected to have the impact of reducing interest income in 2020.



Table 2: Actual and budget cash & investments balance 2016 to 2019



Capital Works Expenditure

The Infrastructure and Works departments continue to manage increased capital works expenditure programs. The amounts in table 3 include the program approved by Council in May each year. The size of the programs contributes to the reducing cash balance previously identified. Accelerated and new capital expenditure increases the depreciation and maintenance expenses in the operating budget. Council approved the 2019 capital works program at the May 2018 meeting; this combined with the estimated carry over projects from prior years brings the works in 2019 to \$13,753,100.

Table 3: Capital works expenditure 2016 to 2019

	2016	2017	2018	2019
Capital Works Program amount	\$6,894,000	\$10,219,800	\$6,640,800	\$8,181,500
Carried Forward amount	\$1,968,000	\$4,813,300	\$6,876,900	\$5,571,600
Total Estimated Spend	\$8,862,000	\$15,033,100	\$13,517,700	\$13,753,100

Inflation Reference

The Financial Management Strategy requires that general rates be increased at least in line with inflation to ensure that the primary source of funding in the Long Term Financial Plan (LTFP) is not diminished and that Council is keeping pace with meeting the cost of providing services to the community. Keeping pace with inflation allows current levels of service to be maintained, assuming other revenue sources (e.g. grants, interest and distributions from Taswater) also increase in line with costs. Inflation has been used as a reference for the 2019 operating budget as Council has seen a number of operating expenses increase in line with inflation. Council is aware that some revenue items have not increased in line with inflation and have in fact reduced significantly.

The Council Cost Index (CCI) is produced by the LGAT and provides an indication of how Council expenditure has changed over a period of time where spending remains constant. The index components are wage price index (50%), road and bridge construction index (30%) and the CPI for Hobart (20%). Consumer Price Index (CPI) measures the change in prices paid by households for goods and services for consumption purposes typically by measurement of the price change in a basket of consumer goods. The Road & Bridge Construction Index measures the general changes in prices in construction costs in the road and bridge construction sector. The MVC Enterprise Agreement is the agreement between Council and employees which governs employee conditions for the 2019 financial year.



Table 4: Relevant inflation indexes

Ratio	2018
Council Cost Index (CCI)	2.4% (Jan 17 - Dec 17)
Consumer Price Index Hobart (CPI)	2.0% (Mar 17 - Mar 18; 2.1% Dec '16 - Dec '17)
Wage Price Index Hobart	2.2% (Jan 17 - Dec 17)
Road and Bridge Construction Index Australia	3.8% (Mar 17 to Mar 18)
Non-residential building construction Tasmania	4.3% (Mar 17 to Mar 18)
MVC Enterprise Agreement	Greater of 2.0% or CPI

Consolidated Operating Statement

The consolidated operating statement provides an overview of Council's revenue, expenditure, underlying surplus, capital income and cash reconciliation for the 2019 financial year.

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19		
Consolidated Operating Statement					
Operating Revenue				'18 to '19 Variance	
Rate Revenue	11,890,600	11,918,700	12,465,800	575,200	4.84%
Fees & User Charges	1,126,500	1,265,700	1,228,300	101,800	9.04%
Contributions	120,000	139,000	46,500	(73,500)	-61.25%
Interest	751,000	878,700	785,400	34,400	4.58%
Grants & Subsidies	2,538,100	2,410,600	4,602,400	2,064,300	81.33%
Other Revenue	1,023,300	1,050,800	736,500	(286,800)	-28.03%
Total Operating Revenue	17,449,500	17,663,500	19,864,900	2,415,400	13.84%
Operating Expenditure					
Departments					
Governance	1,203,800	1,204,700	1,360,400	156,600	13.01%
Corporate Services	2,006,200	1,940,200	2,073,000	66,800	3.33%
Infrastructure Services	3,363,100	3,090,500	3,182,500	(180,600)	-5.37%
Community & Development Services	2,661,300	2,476,800	2,659,600	(1,700)	-0.06%
Works	3,682,100	3,754,700	3,793,200	111,100	3.02%
Maintenance & Working Expenses	12,916,500	12,466,900	13,068,700	152,200	1.18%
Borrowing Costs	241,300	236,500	236,500	(4,800)	-1.99%
Depreciation	5,052,000	5,048,300	5,135,500	83,500	1.65%
Payments to Government Authorities	1,136,200	1,136,200	1,192,000	55,800	4.91%
Administration Allocated	-	-	-	-	-
Other Expenses	250,200	241,200	274,700	24,500	9.79%
Total Operating Expenditure	19,596,200	19,129,100	19,907,400	311,200	1.59%
Surplus/(Deficit) from Continuing Operations	(2,146,700)	(1,465,600)	(42,500)		
Abnormal Items					
Financial Assistance Grants Prepayment	2,099,900	2,115,700	-		
Flood Remediation Costs	-	(54,200)	-		
Operating Disaster Recovery Funding	-	40,700	-		
Project funds brought fwd from previous year	130,200	130,200	246,900		
Project funds carried over to next year	-	(246,900)	-		
Total Abnormal Items	2,230,100	1,985,500	246,900		
Underlying Surplus/(Deficit)	83,400	519,900	204,400		



Capital Items

Subdivision Contributions	300,000	380,600	300,000
Capital Contributions	-	19,200	22,500
Capital Disaster Recovery Funding	1,806,500	3,139,800	550,000
Capital Roads to Recovery Funding	902,000	1,151,200	245,700
Capital Grants	1,026,000	1,416,000	1,323,500
Sale of Assets	-	45,000	216,000
Total Capital Items	4,034,500	6,151,800	2,657,700

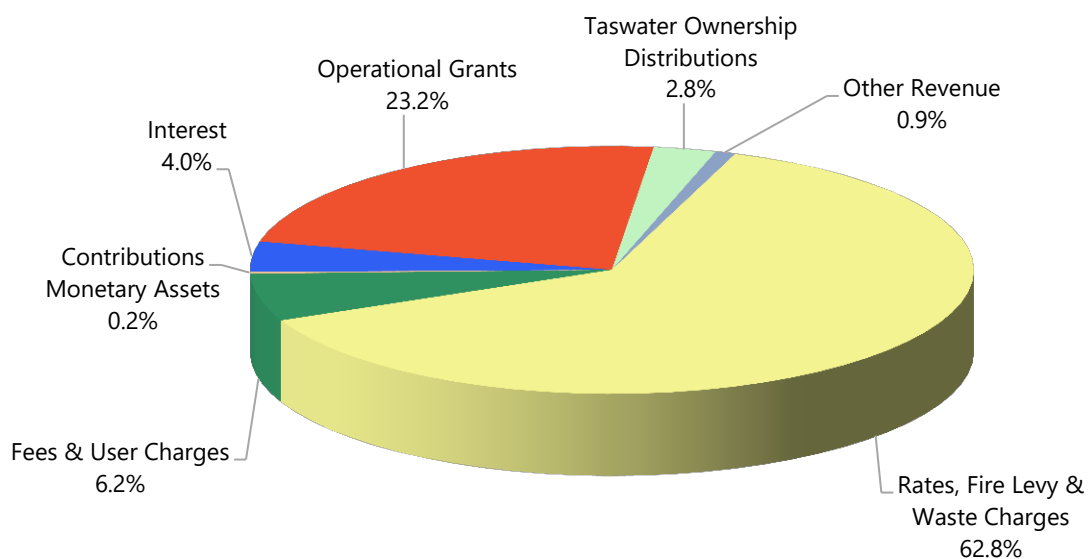
Cash Reconciliation

Opening Cash Balance	18,422,100	18,406,300	22,072,400
Surplus, Non-Cash Items & Loan Payments	6,999,700	12,053,800	7,579,800
Capital Asset Expenditure	(13,517,700)	(8,387,700)	(13,753,100)
Closing Cash Balance	11,904,100	22,072,400	15,899,100

Revenue

Revenue Item	Budget 2018	Budget 2019	Increase
Rate Revenue	\$11,890,600	\$12,465,800	\$575,200
Fees & User Charges	\$1,126,500	\$1,228,300	\$101,800
Contributions	\$120,000	\$46,500	-\$73,500
Interest	\$751,000	\$785,400	\$34,400
Grants & Subsidies	\$4,638,000*	\$4,602,400	-\$35,600
Other Revenue (inc. Taswater distributions)	\$1,023,300	\$736,500	-\$286,800
Total Revenue	\$19,549,400	\$19,864,900	\$315,500

* Note prepaid Financial Assistance Grant included in the correct year





General Rates

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

The 2019 rates model is based on properties remaining at the 'adjusted' valuation base, the same as 2018, as supplied by the OVG. A full revaluation of every property occurs every six years with adjustment factors (indexation) received every two years from the valuation. Council's last full valuation was effective for the 2014 financial year, adjustment factors were received for 2016 and 2018. A full revaluation will occur in 2018-19 with new property values to apply from 1 July 2019 for the 2020 financial year budget.

Table 5 has been prepared as an estimate of general rates charges from a number of Northern Tasmanian Councils. It does not take into account the differing circumstances, services provided, or the value of properties within each Council area. The values have been based on Meander Valley's average Residential property (\$266,200 capital value, \$13,300 AAV) and average Primary Production property (\$653,300 capital value, \$31,300 AAV).

Table 5: General Rates estimate comparison from Northern Councils in 2018

Council	Residential Property		Primary Production Property	
City of Launceston	\$1,233	Based on a fixed charged of \$275 plus AAV RID 7.2042	\$2,658	Based on a fixed charged of \$275 plus AAV RID 7.6124
West Tamar	\$1,082	Based on an AAV RID 8.133 with a \$167 minimum	\$2,546	Based on an AAV RID 8.133 with a \$167 minimum
George Town	\$1,062	Based on Averaged Area Rates for George Town residential properties	\$2,324	Based on 0.355800 cents in the dollar on the capital value of the land
Break O'Day	\$1,056	Based on an AAV RID 7.94 with a \$529 minimum	\$2,485	Based on an AAV RID 7.94 with a \$529 minimum
Dorset	\$1,003	Based on an AAV RID 7.54 with a \$259 minimum	\$2,360	Based on an AAV RID 7.54 with a \$259 minimum
Northern Midlands	\$907	Based on an AAV RID 6.82 with a \$457 minimum	\$1,343	Based on an AAV RID 4.29 with a \$247 minimum
Meander Valley	\$754	Based on an AAV RID 5.6727 with a \$135 minimum	\$1,776	Based on an AAV RID 5.6727 with a \$135 minimum

Table 6 outlines the general rate increases that Council has approved from 2015 to 2018. General rates revenue includes increases on the prior year rates levied (by percentages below) in addition to amounts received for new property developments and supplementary valuations throughout the year.

Table 6: Meander Valley rate increases 2015 to 2018

	2015	2016	2017	2018
General rate increase	3.0%	3.0%	1.3%	2.8%



It is recommended that a General Rate of 5.906¢ in the dollar of AAV be applied across all Land Use Classes (LUC) with a minimum amount payable in respect of this rate of \$135. This is consistent with Council's Rates Policy where the property value largely determines the general rate levied regardless of the Land Use Class (LUC).

The proposed rates model for 2019 is based on the following principles:

- The Financial Management Strategy states that general rates will be increased annually at least with inflation to ensure that the primary source of funding in the LTFP is not diminished and that Council is keeping pace with meeting the cost of providing services to the community.
- Council has experienced the loss of recurring revenue and increases in recurring expenditure above CPI for Hobart. The recommended general rate increase will address some of the shortfall for the 2019 budget. It will begin the first year of Council's LTFP on a stable basis to meet the current ongoing operating and capital expenditure commitments of Council into the future.
- The proposed rate increase is designed to keep pace with the cost of delivering the current level of service.
- General rates are proposed to increase by 4.46% from the 2018 values.
- Interest for late payment of rates has been produced in accordance with the Rates Policy. It is applied where a payment is made after the instalment due date. The amount is determined in accordance with Section 128 of the Act, which has increased marginally from 8.72% to 8.81% for 2019.
- Council's Rates Policy does not apply a fixed % penalty in addition to the daily interest charge which is allowed under the Act for overdue instalments.
- Council's Rates Policy does not provide a discount for early payment of general rates which is allowed under the Act.
- The instalment system with a late payment interest charge with no discount and no fixed penalty has worked well since inception of Meander Valley Council in 1993. The community is familiar with our rates collection arrangements.
- In 2019 a fresh valuation will be undertaken on each property in the municipality, the changes in property values will take effect from 1 July 2019. Next financial year properties will experience many valuation changes. Council will need to analyse the changes when modelling the distribution of rates and charges for the 2020 budget, which will be a challenging process.
- It is recommended that Council prepare for general rate increases of at least 0.5% above inflation for the 2020 and 2021 years, and at least 0.25% above inflation for the 2022 year. This will be designed to provide for the additional operating costs of new capital works expenditure that is currently planned and ensure a balanced LTFP into the future.
- Council may consider a lower general rate increase however this would need to be accompanied by a decision as to how revenue forgone will be replaced or an assessment of the services that Council will no longer provide to the community.

The proposed 4.46% increase is estimated to raise approximately \$416,200, a further \$70,000 is anticipated to be achieved through supplementary property valuations and development increases over the coming twelve months, bringing the total general rates revenue to \$9,818,700 for 2019.



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

Land Use Class (LUC)	Properties	Rates 2018	LUC Share of Rates	Rates 2019	Increase/-Decrease	Average per Property	Increase/-Decrease
Commercial	184	\$702,055	7.52%	\$733,365	\$31,309	\$170	4.46%
Industrial	89	\$231,688	2.48%	\$242,020	\$10,333	\$116	4.46%
Primary Prod.	1,230	\$2,198,442	23.56%	\$2,296,486	\$98,044	\$80	4.46%
Public Service	112	\$163,428	1.75%	\$170,716	\$7,288	\$65	4.46%
Quarry	3	\$3,262	0.03%	\$3,407	\$145	\$48	4.46%
Residential	7,683	\$5,801,206	62.16%	\$6,059,922	\$258,715	\$34	4.46%
Sport & Rec.	14	\$19,811	0.21%	\$20,694	\$883	\$63	4.46%
Vacant	782	\$212,609	2.28%	\$222,090	\$9,482	\$12	4.46%
Total	10,097	\$9,332,500	100.0%	\$9,748,700	\$416,200		

Waste Management Service Charges

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

The completion of the waste service charge implementation to a full cost recovery was achieved in 2017 after several years of planning. The revenue it provides seeks to make waste cost recovery and underpins a lower general rate. The fixed service charge of \$52 has been calculated on the basis that Council seeks the household waste function to be self-funding. It seeks an even contribution from all rateable properties to contribute to the significant cost of waste management for the municipality. The \$52 charge will raise approximately \$533,800 which reflects the costs of providing household waste infrastructure in a charge, rather than being included in the general rate's rate in the dollar calculation based on property value. The kerbside collection charge of \$180 for an 80 litre bin, \$206 for a 140 litre bin and \$360 for a 240 litre bin includes the \$52 charge. Kerbside collection charges will raise approximately \$911,300.

Table 8: Waste service charges progressing to cost recovery 2016 to 2019

	2016	2017	2018	2019
80L kerbside collection	\$160	\$176	\$180	\$180
140L extra capacity kerbside collection	\$188	\$204	\$206	\$206
240L extra capacity kerbside collection	\$346	\$362	\$360	\$360
Fixed service charge	\$30	\$46	\$52	\$52



State Fire Commission Contribution

The revenue to be raised for the State Fire Service Contribution is determined by and paid to the State Fire Commission, therefore there is no effect on the level of the general rate. The individual fire district contributions are set by the State Fire Commission. Amounts to be collected in 2019 and % increases in previous years and are contained in Table 9. The rate in the dollar calculation for each property for 2019 is contained in table 10.

Table 9: State fire commission contribution revenue request 2018 & 2019

Rating District	2018	2019	Increase
Launceston Permanent Fire Brigade	\$709,401	\$746,894	5.29%
Country Volunteer Fire Brigade	\$216,752	\$226,556	4.52%
General Land	\$210,052	\$218,516	4.03%
Total	\$1,136,205	\$1,191,966	4.91%

Table 10: State fire commission contribution rates 2019

Rating District	2019 Rate in \$	Minimum Amount
Launceston Permanent Fire Brigade	1.3646	\$40
Country Volunteer Fire Brigade	0.3962	\$40
General Land	0.3649	\$40

Financial Assistance Grants

Financial Assistance Grants (FAGs) funding is provided from the Commonwealth and administered by the State Grants Committee. After three years of the funding program remaining unchanged with no indexation, the freeze on indexation was removed in 2018. An increase of \$70,000 is anticipated for the 2019 budget allowing for inflation increases and changes in the distribution model.

Table 11: Financial Assistance Grant amounts 2018 & 2019

FAGs	2018	2019
Roads	\$1,923,919	\$1,964,700
Bridges	\$156,815	\$159,300
General Grants	\$2,111,713	\$2,138,400
Annual FAG Payment	\$4,192,447	\$4,262,400
Effect of Prepayment (50%) in June 2017	(\$2,115,668)	
Operating Grant Per Anticipated Actual 2018	\$2,076,779	



Fees & User Charges

Fees and user charges are reviewed by Council annually to ensure the amount charged is relative to the cost of providing a service (where applicable) and being in line with community expectations. The annual review of fees and charges occurs at the June Council meeting with animal charges and health fees having been reviewed by Council in May. Minor increases based on inflation indexes were approved 2019 with a new fee for advertising of planning applications expected to raise \$27,000. Revenue is likely to be consistent with prior years however an increase has been experienced in the volume of building and planning applications. The amount in 2019 is estimated to be \$1,228,300, 6.2% of revenue which compares with 5.8% in the 2018 budget.

Table 12: Fees & user charges income 2016 to 2019

	2016	2017	2018	2019
Fees & User Charges	\$1,119,300	\$1,101,700	\$1,126,500	\$1,228,300
Adjusted Operating Revenue*	\$18,310,700	\$18,664,500	\$19,549,400	\$19,864,900
Percentage of Revenue	6.11%	5.90%	5.76%	6.18%

* Note revenue adjusted for capital and abnormal revenue.

Other Revenue

Interest revenue from investments, loaned funds and rate debtors are expected to remain at a similar level in 2019. Upon completion of the large capital works program the cash and investment balance will reduce which in turn reduces the amount of interest revenue anticipated for 2020.

Council has an ownership interest of 3.02% in the State's water and sewerage corporation Taswater. Distributions to owner Councils were frozen at 2015 values for three years to 2018. In August 2016 the Taswater board announced a decision to reduce all Councils annual distributions by 1/3 of the 2015 frozen value from 1 July 2018. This reduces Council's income by \$278,000 in 2019. Other income also includes some property rental income and contributions from adjoining Council under a shared service arrangement.

In addition to the FAGs Council has received commitment for a number of grants anticipated for 2018 and expected to be received in 2019 in Table 13 and Table 14.

Table 13: Operating grants income 2018 & 2019

Operating Grants	2018	2019
Roads to Recovery	\$150,000	\$150,000
Diesel Fuel Rebate	\$41,800	\$40,000
Meander Falls walk upgrade	\$0	\$150,000
Minor grants	\$10,400	\$0
Bioenergy report (50%)	\$50,000	\$0
Four Springs fishing pontoon	\$41,000	\$0
Natural Disaster Recovery Funding	\$40,700	\$0
	\$333,900	\$340,000



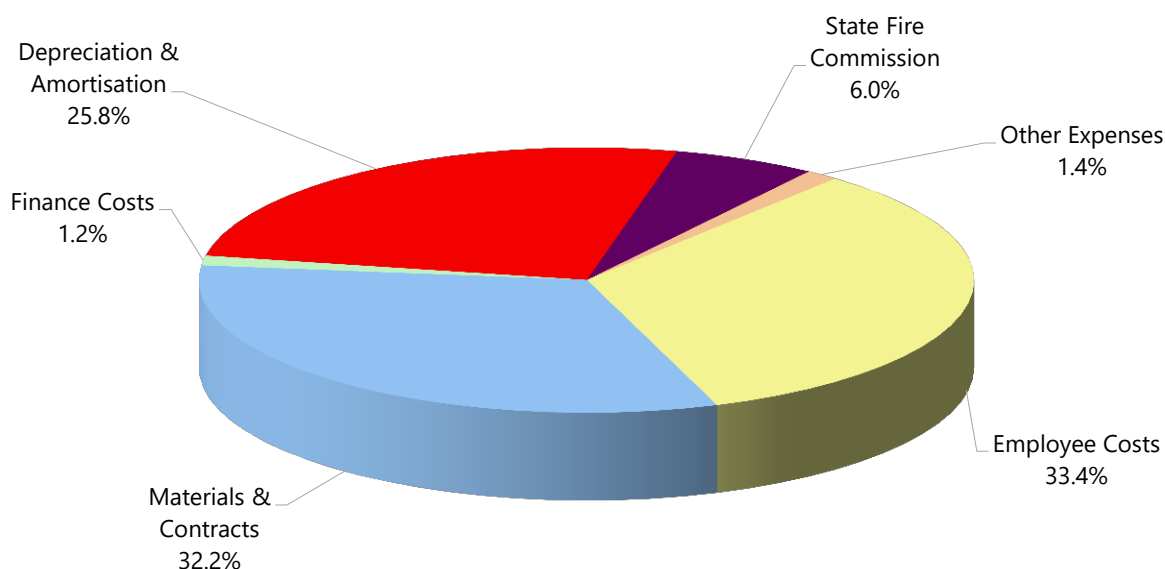
Table 14: Capital grants income 2018 & 2019

Capital Grants	2018	2019
Roads to Recovery	\$1,151,200	\$245,700
Blackspot funding	\$240,000	\$62,500
Natural Disaster Recovery Funding	\$3,139,800	\$550,000
Westbury recreation building grant	\$200,000	\$300,000
PVP roundabout	\$0	\$400,000
PVP lighting	\$0	\$247,000
Deloraine netball	\$0	\$229,000
Blackstone Park developments	\$0	\$60,000
Hadspen Bull Run development	\$0	\$25,000
Union bridge funding	\$976,000	\$0
	\$5,707,000	\$2,119,200



Expenditure

Expenditure Item	2018	2019	Increase
Departments Wages	\$6,434,300	\$6,658,000	\$223,700
Departments Materials & Contractors	\$6,482,200	\$6,410,700	-71,500
Borrowing Costs	\$241,300	\$236,500	-\$4,800
Depreciation	\$5,052,000	\$5,135,500	\$83,500
State Fire Commission Contribution	\$1,136,200	\$1,192,000	\$55,800
Other Expenditure	\$250,200	\$274,700	\$24,500
Total Expenditure	\$19,596,200	\$19,907,400	\$311,200



The operating expenditure of Council covers a wide range of services contained within the functions of Administration, Roads Streets & Bridges, Health & Community Services, Land Use Planning & Building, Recreation & Culture and Unallocated & Unclassified. Expenditure will increase in 2019, in part due to inflation affecting the cost of labour and materials.

Departments Expenditure

The operating expenses of the Departments are proposed to increase by \$152,200 (1.18%). Included in the Departments expenditure is a reduction of \$231,200 of one off projects to occur in 2019. The amount of one off projects proposed in 2019 total \$851,900 and includes items such as \$155,000 contribution to Meander Falls walk infrastructure upgrade and \$100,000 for Councillor election expenses. A complete list of the one off projects is provided as Attachment 3.



Table 15: Departments expenditure itemised by function

Functional Area	2018	2019
Administration & Governance	2,925,100	3,204,600
Roads, Streets & Bridges	2,370,100	2,370,700
Health, Community & Welfare	4,894,300	4,744,400
Land Use Planning & Building	1,305,600	1,337,000
Recreation & Culture	1,803,400	1,758,900
Unallocated & Heavy Plant CWP Recoveries	(381,800)	(346,900)
Total Departmental Expenditure	\$12,916,700	\$13,068,700

Employee Expenditure

The Departments expenditure includes employee costs. Department's wages are expected to increase by \$223,700 in 2019. The total expenditure amount allows for the same number of positions at Council; however the recent appointment of a trainee as an employee increases employee expenditure with a corresponding reduction in materials expenditure. Payments to external traineeship providers are allocated to materials expenditure. Employee conditions are outlined in Council's Enterprise Agreement.

Depreciation

Depreciation recognises the allocation of the value of an asset over its useful life. The depreciation charged on an annual basis is reflective of the services being provided to the community during the year. New capital expenditure has the effect of increasing the value of depreciation. Council were advised at the May 2017 meeting that the completion of the 2017-2018 capital works program would result in an ongoing increase in depreciation, operation and maintenance costs, estimated to be \$216,000 per year. Council were advised at the May 2018 meeting that the completion of the 2018-2019 capital works program would result in an ongoing increase in depreciation, operation and maintenance costs, estimated to be \$164,000 per year. If the community and Council require new capital infrastructure in the future, it is expected that an increase in general rates will be required to fund the additional operating expenses.

Depreciation is expected to increase by \$83,500 (1.65%) in 2019. These changes are expected in the Roads, Stormwater and Recreation assets while a small decrease in Bridges is anticipated from the upgrading of more timber structures to concrete which extends the life of the asset.

Other Expenditure

Community Grants of \$98,200 are included in this expenditure line which has been calculated as 1% of the General Rate in line with Council policy. It is noted that this amount includes townscape incentive grants, community organisations regulatory fee refunds and representative sporting grants. Also included in other expenditure amount are external audit fees paid to the State Government and the cost of infrastructure assets required to be reconstructed before they reached the end of their full useful life.



Long Term Financial Plan

Council's Long Term Financial Plan (LTFP) has been updated for the period 2019 to 2028 to assist in the long term nature of the decisions made in the operating budget. The LTFP demonstrates how Council's operating position is very much dependant on external revenue sources being Federal FAG grant funds, Taswater distributions and interest revenue. Cash reserves are also impacted by the level of capital works undertaken and the subsequent levels of interest income. The Financial Management Strategy requires Council to manage its LTFP to retain an underlying surplus after excluding capital income and expenditure. On this basis real increases (i.e. above inflation) of 0.5% are proposed for 2020 and 2021, with a real increase of 0.25% proposed for 2022. These increases have been included to fund the additional cost of providing new infrastructure and to ensure Council does not run at a loss in years 2022 to 2028 if the rate recommendation for 2019 is adopted. The need for any potential rate increases will be reviewed by Council on an annual basis. The LTFP is provided as Attachment 1.

The LTFP provides long term projections, a summary of significant financial information is provided in tables 16 to 18.

Table 16: LTFP Underlying surplus projections 2019 to 2028 ('\$000)

2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
-\$42	\$86	\$169	\$132	\$98	\$96	\$11	\$83	\$42	\$28

Table 17: LTFP Cash & investment projections 2019 to 2028 ('\$000)

2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
\$15,900	\$14,414	\$12,325	\$13,953	\$14,802	\$15,433	\$14,997	\$13,609	\$13,693	\$14,241

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

Table 18: LTFP Capital works expenditure projections (excl. subdivisions) 2019 to 2028 ('\$000)

2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
\$13,753	\$7,477	\$7,147	\$5,548	\$5,197	\$5,420	\$5,395	\$5,967	\$5,965	\$5,493



Summary

The operating budget, rating recommendation and long term financial plan for 2019 will provide the continuation of many essential services provided to the community. While the operating budget presents a small adjusted surplus, Council will encounter challenges in coming years to sustain operating surplus' such as the additional cost of potential new infrastructure developments and to a lesser extent Council's reliance on external funding sources such as Taswater distributions, interest income and Financial Assistance Grants. An increase to the general rates above inflation percentages in 2019 is required to address the long term sustainability of Councils operations.

The operating budget, long term financial plan and capital works program have been prepared after presenting considerable information to Councillors and discussions held at the April Council Workshop, May Council Meeting, May Council Workshop, June Council Meeting and June Council Workshop. A summary of the rating recommendation is provided in Table 19.

Table 19: Recommended rates & charges 2019 with 2018 comparison

	Budget 2018	Budget 2019	Rates & Charges 2018
General Rates	\$9,317,700	\$9,818,700	5.906 cents in the \$ \$135 Minimum
Fire Levy: Launceston Permanent Brigade	\$709,400	\$746,900	1.3646 cents in \$ \$40 Minimum
Fire Levy: Volunteer Brigade Districts	\$216,800	\$226,600	0.3962 cents in \$ \$40 Minimum
Fire Levy: General Land	\$210,000	\$218,500	0.3649 cents in \$ \$40 Minimum
Fire Levy Total	\$1,136,200	\$1,192,000	
Waste Management Infrastructure Contribution	\$191,900	\$195,000	\$52.00
Waste Kerbside Collection 80 Litre	\$654,500	\$644,800	\$180.00
Waste Kerbside Collection 140 & 240 Litre	\$590,300	\$615,300	\$206.00 & \$360.00
Waste Management Service Charges Total	\$1,436,700	\$1,455,100	
Total Rate Revenue (Consolidated Operating Statement)	\$11,890,600	\$12,465,800	

Budget report produced by:

Jonathan Harmey
Director Corporate Services

Attachments

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



MEANDER VALLEY COUNCIL Longterm Financial Plan 2019

Attachment 1

Consolidated Statement of Comprehensive Income

	Antici. 2017-18 \$'000	Budget 2018-19 \$'000	Estimate 2019-20 \$'000	Estimate 2020-21 \$'000	Estimate 2021-22 \$'000	Estimate 2022-23 \$'000	Estimate 2023-24 \$'000	Estimate 2024-25 \$'000	Estimate 2025-26 \$'000	Estimate 2026-27 \$'000	Estimate 2027-28 \$'000
Operating Revenue											
General Rate Revenue	9,333	9,819	9,917	10,016	10,091	10,142	10,192	10,243	10,295	10,346	10,398
Waste Management Service Charges	1,438	1,455	1,435	1,435	1,435	1,435	1,435	1,435	1,435	1,435	1,435
Fire Levy	1,148	1,192	1,192	1,192	1,192	1,192	1,192	1,192	1,192	1,192	1,192
Fees & User Charges	1,266	1,228	1,228	1,228	1,228	1,228	1,228	1,228	1,228	1,228	1,228
Contributions & Donations	158	47	27	27	27	27	27	27	27	27	27
Interest	879	785	741	686	680	661	476	479	450	430	440
Operating Grants	2,391	4,602	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302
Other Revenue	1,051	737	730	730	730	730	730	730	730	730	730
Prepaid FAG Adjustment	2,116	-	-	-	-	-	-	-	-	-	-
Total Operating Revenue	19,779	19,865	19,573	19,617	19,685	19,717	19,583	19,637	19,659	19,690	19,752
Operating Expenditure											
Employee Expenses	5,196	5,615	5,615	5,615	5,615	5,615	5,615	5,615	5,615	5,615	5,615
Materials & Contractors Expenses	6,405	6,601	6,601	6,601	6,601	6,601	6,601	6,601	6,601	6,601	6,601
Added Maintenance Estimate: AM Plans	-	-	49	142	225	264	317	353	402	447	496
Interest	218	218	211	211	211	211	-	-	-	-	-
Depreciation	4,849	4,936	4,993	5,025	5,052	5,078	5,105	5,132	5,159	5,186	5,213
Unwinding Tip Provision	218	218	219	55	50	50	50	26	-	-	-
Payments to Government Authorities	1,136	1,192	1,192	1,192	1,192	1,192	1,192	1,192	1,192	1,192	1,192
One off Non-Recurrent	866	852	350	350	350	350	350	450	350	350	350
Other Payments	241	275	256	256	256	256	256	256	256	256	256
Total Operating Expenditure	19,129	19,907	19,487	19,448	19,553	19,619	19,487	19,626	19,576	19,648	19,724
Underlying Surplus/(Deficit)	650	(42)	86	169	132	98	96	11	83	42	28
Non-Operating Items											
Subdivisions Taken Over	381	300	300	300	300	300	300	300	300	300	300
Capital Grants & Contributions	5,771	2,358	651	720	700	720	700	720	700	720	700
Comprehensive Result	6,802	2,616	1,036	1,189	1,132	1,118	1,096	1,031	1,083	1,062	1,028
Add											
Depreciation	5,048	5,135	5,192	5,060	5,087	5,113	5,140	5,143	5,159	5,186	5,213
Loan Funds & Internal Transfers	543	-	-	-	1,200	(3,600)	-	-	-	-	-
Asset Sales	-	49	-	-	-	-	-	-	-	-	-
Less											
New Asset Expenditure (incl.subdivisions)	2,497	5,375	2,756	1,843	2,026	1,792	1,996	1,917	1,966	1,917	1,917
Asset Renewal/Replacement Expenditure	6,272	8,678	5,021	5,604	3,822	3,705	3,724	3,778	4,301	4,348	3,876
Loan Principal	-	-	-	-	-	(3,600)	-	-	-	-	-
Accrual Non-Cash Adjustments	(42)	(81)	(63)	(62)	(56)	(115)	(115)	(115)	(100)	(100)	(100)
Tip Rehabilitation Payments	-	-	-	952	-	-	-	1,030	1,463	-	-
Cash Surplus/(Deficit)	3,666	(6,172)	(1,486)	(2,089)	1,627	850	631	(436)	(1,388)	83	548
Opening Cash Balance	18,406	22,072	15,900	14,414	12,325	13,953	14,802	15,433	14,997	13,609	13,693
Closing Cash Balance	22,072	15,900	14,414	12,325	13,953	14,802	15,433	14,997	13,609	13,693	14,241

Rate increase above inflation required 0.00% 0.00% 0.50% 0.50% 0.25% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00%

Meander Valley Council Ordinary Meeting Agenda - July 2018

4.46% General Rate Increase 2019

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

Kerbside Collection - Standard 80 Litre

General Rate: RID			Fire Levy: RID			Kerbside Collection		Waste Infrastructure				
			urban	country	other	80 Ltr	140 Ltr	Fixed				
4.46% increase	2018-19	0.05906	0.013646	0.003962	0.003649	128.00	154.00	52.00				
Locality	Adj. Factor	AAV	Rates	F/Levy	Waste Management Collection	Fixed	TOTAL	Increase (\$)	(%)	Average Increase since 2007 reval	Total Increase since 2007 reval	
Prospect Vale		2018-19	894	207	128	52	\$1,280	\$43	3.46%	2.82%	35.62%	
	1.15	\$15,136	2017-18	859	199	128	52	\$1,238	\$86			7.48%
			2016-17	791	185	130	46	\$1,151	\$31			2.76%
	No adj.	\$13,162	2015-16	781	180	130	30	\$1,121	\$20			1.85%
			2014-15	782	175	128	15	\$1,100	\$47			4.51%
	Reval '13	\$13,162	2013-14	759	173	121		\$1,053	\$21			2.00%
			2012-13	750	167	116		\$1,032	\$16			1.54%
	1.1	\$12,356	2011-12	738	162	116		\$1,016	\$27			2.70%
			2010-11	712	165	112		\$990	\$20			2.02%
	1.05	\$11,794	2009-10	690	168	112		\$970	\$16			1.71%
			2008-09	690	159	105		\$954	\$9			0.99%
	Reval	\$11,232	2007-08	671	173	100		\$944				
Blackstone Heights		2018-19	1,024	237	128	52	\$1,440	\$49	3.53%	2.34%	28.94%	
	1.1	\$17,336	2017-18	983	228	128	52	\$1,391	\$47			3.52%
			2016-17	947	221	130	46	\$1,344	\$34			2.58%
		\$15,760	2015-16	935	215	130	30	\$1,310	\$21			1.63%
			2014-15	936	210	128	15	\$1,289	\$52			4.24%
		\$15,760	2013-14	909	207	121		\$1,237	\$27			2.24%
			2012-13	895	199	116		\$1,210	\$10			0.82%
		\$14,750	2011-12	890	193	116		\$1,200	\$25			2.11%
			2010-11	865	197	112		\$1,175	\$28			2.39%
		\$14,078	2009-10	835	200	112		\$1,147	\$20			1.75%
			2008-09	833	190	105		\$1,127	\$10			0.90%
		\$13,408	2007-08	811	206	100		\$1,117				

4.46% General Rate Increase 2019

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

Kerbside Collection - Standard 80 Litre

General Rate: RID			Fire Levy: RID			Kerbside Collection		Waste Infrastructure				
			urban	country	other	80 Ltr	140 Ltr	Fixed				
4.46% increase	2018-19	0.05906	0.013646	0.003962	0.003649	128.00	154.00	52.00				
Locality	Adj. Factor	AAV	Rates	F/Levy	Waste Management Collection	Fixed	TOTAL	Increase (\$)	(%)	Average Increase since 2007 reval	Total Increase since 2007 reval	
Hadspen	1.15		2018-19	761	51	128	52	\$992	\$32	3.28%	3.20%	41.20%
		\$12,892	2017-18	731	50	128	52	\$961	\$67	7.54%		
			2016-17	673	44	130	46	\$894	\$26	2.96%		
		\$11,210	2015-16	665	43	130	30	\$868	\$17	1.94%		
			2014-15	666	42	128	15	\$851	\$43	5.30%		
		\$11,210	2013-14	646	41	121		\$808	\$18	2.30%		
			2012-13	635	39	116		\$790	\$9	1.13%		
		\$10,472	2011-12	626	40	116		\$781	\$27	3.54%		
			2010-11	604	39	112		\$755	\$19	2.58%		
		\$9,996	2009-10	585	39	112		\$736	\$9	1.30%		
Carrick	1.1		2008-09	585	37	105		\$726	\$23	3.33%	2.33%	28.56%
		\$9,520	2007-08	569	34	100		\$703				
			2018-19	777	52	128	52	\$1,009	\$32	3.30%		
		\$13,156	2017-18	746	51	128	52	\$977	\$35	3.76%		
			2016-17	719	47	130	46	\$942	\$26	2.88%		
		\$11,960	2015-16	709	46	130	30	\$915	\$17	1.84%		
			2014-15	710	45	128	15	\$899	\$44	5.18%		
		\$11,960	2013-14	690	44	121		\$854	-\$28	-3.13%		
			2012-13	722	44	116		\$882	\$10	1.15%		
		\$11,898	2011-12	711	45	116		\$872	\$30	3.54%		
			2010-11	686	44	112		\$842	\$22	2.63%		
		\$11,357	2009-10	665	44	112		\$821	\$10	1.20%		
			2008-09	664	42	105		\$811	\$26	3.31%		
		\$10,816	2007-08	646	39	100		\$785				

4.46% General Rate Increase 2019

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

Kerbside Collection - Standard 80 Litre

General Rate: RID			Fire Levy: RID			Kerbside Collection		Waste Infrastructure				
			urban	country	other	80 Ltr	140 Ltr	Fixed				
4.46% increase	2018-19	0.05906	0.013646	0.003962	0.003649	128.00	154.00	52.00				
Locality	Adj. Factor	AAV	Rates	F/Levy	Waste Management Collection	Fixed	TOTAL	Increase (\$)	(%)	Average Increase since 2007 reval	Total Increase since 2007 reval	
Bracknell	1.1	\$10,340	2018-19	611	40	128	52	\$831	\$25	3.12%	3.55%	46.45%
			2017-18	587	39	128	52	\$806	\$27	3.44%		
			2016-17	565	38	130	46	\$779	\$23	3.08%		
			2015-16	557	38	130	30	\$755	\$17	2.32%		
			2014-15	558	37	128	15	\$738	\$39	5.62%		
			2013-14	542	36	121		\$699	\$60	9.38%		
			2012-13	487	36	116		\$639	\$8	1.30%		
			2011-12	480	35	116		\$631	\$22	3.61%		
			2010-11	463	34	112		\$609	\$14	2.41%		
			2009-10	449	34	112		\$595	\$9	1.62%		
			2008-09	448	32	105		\$585	\$18	3.16%		
Westbury	1.1	\$12,164	2007-08	436	31	100		\$567			2.72%	34.29%
			2018-19	718	48	128	52	\$947	\$30	3.25%		
			2017-18	690	47	128	52	\$917	\$33	3.73%		
			2016-17	664	43	130	46	\$884	\$26	2.98%		
			2015-16	656	42	130	30	\$858	\$17	1.97%		
			2014-15	657	42	128	15	\$842	\$43	5.33%		
			2013-14	638	40	121		\$799	\$7	0.82%		
			2012-13	637	39	116		\$793	\$9	1.13%		
			2011-12	628	40	116		\$784	\$27	3.55%		
			2010-11	606	39	112		\$757	\$19	2.58%		
			2009-10	587	39	112		\$738	\$9	1.29%		
2008-09	587	37	105		\$728	\$24	3.33%					
	\$9,552	2007-08	571	34	100		\$705					

4.46% General Rate Increase 2019

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

Kerbside Collection - Standard 80 Litre

General Rate: RID			Fire Levy: RID			Kerbside Collection		Waste Infrastructure				
			urban	country	other			80 Ltr	140 Ltr	Fixed		
4.46% increase	2018-19	0.05906	0.013646	0.003962	0.003649			128.00	154.00	52.00		
Locality	Adj. Factor	AAV		Rates	F/Levy	Waste Management Collection	Fixed	TOTAL	Increase (\$)	(%)	Average Increase since 2007 reval	Total Increase since 2007 reval
Deloraine	1.1	\$11,713	2018-19	692	46	128	52	\$918	\$29	3.22%	3.15%	40.45%
			2017-18	664	45	128	52	\$889	-\$2	-0.24%		
			2016-17	672	44	130	46	\$892	\$26	2.97%		
	1.05	\$11,180	2015-16	663	43	130	30	\$866	\$50	6.15%		
			2014-15	632	40	128	15	\$816	\$42	5.40%		
			2013-14	614	39	121		\$774	\$38	5.23%		
			2012-13	583	36	116		\$735	\$8	1.14%		
			2011-12	575	36	116		\$727	\$25	3.54%		
			2010-11	555	36	112		\$702	\$17	2.55%		
			2009-10	537	36	112		\$685	\$9	1.37%		
			2008-09	537	34	105		\$676	\$22	3.35%		
			2007-08	523	31	100		\$654				
			2006-07	547	30	110		\$687				
	Average Residential Property with 80L bin Waste Collection since 2007 Revaluation										20.12%	255.52%
											2.87%	36.50%
Mole Creek	1.1	\$8,714	2018-19	515	40		52	\$607	\$21	3.64%	3.11%	39.90%
			2017-18	494	39		52	\$585	\$25	4.53%		
			2016-17	476	38		46	\$560	\$22	4.11%		
			2015-16	470	38		30	\$538	\$15	2.92%		
			2014-15	471	37	-	15	\$523	\$30	6.03%		
			2013-14	457	36	-		\$493	\$7	1.49%		
			2012-13	450	36	-		\$486	\$8	1.60%		
			2011-12	443	35	-		\$478	\$17	3.61%		
			2010-11	427	34	-		\$461	\$14	3.19%		
			2009-10	414	33	-		\$447	\$1	0.27%		
			2008-09	414	32	-		\$446	\$12	2.82%		
			2007-08	403	31	-		\$434				

4.46% General Rate Increase 2019

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

Kerbside Collection - Standard 80 Litre

General Rate: RID			Fire Levy: RID			Kerbside Collection		Waste Infrastructure					
			urban	country	other	80 Ltr	140 Ltr	Fixed					
4.46% increase	2018-19	0.05906	0.013646	0.003962	0.003649	128.00	154.00	52.00					
Locality	Adj. Factor	AAV	Rates	F/Levy	Waste Management Collection	Fixed	TOTAL	Increase (\$)	(%)	Average Increase since 2007 reval	Total Increase since 2007 reval		
COUNTRY CLUB			2018-19	262,226	60,588	52	\$322,867	\$12,574	4.05%	-0.45%	-5.53%		
			2017-18	251,868	58,373	52	\$310,293	-\$18,811	-5.72%				
			2016-17	266,746	62,311	46	\$329,103	\$5,047	1.56%				
	No adj.		2015-16	263,323	60,704	-	30	\$324,057	\$1,129			0.35%	
			2014-15	263,727	59,185	-	15	\$322,927	\$8,596			2.73%	
	Reval '13	\$4,440,000	2013-14	256,047	58,284	-		\$314,331	\$2,931			0.94%	
			2012-13	254,785	56,616	-		\$311,401	\$5,321			1.74%	
	No adj.		2011-12	251,017	55,062	-		\$306,079	-\$6,506			-2.08%	
			2010-11	253,680	58,905	-		\$312,585	\$7,111			2.33%	
	No adj.		2009-10	245,818	59,657	-		\$305,474	-\$25,393			-7.67%	
			2008-09	271,467	59,401	-		\$330,868	-\$10,907			-3.19%	
Reval '07	\$4,200,000	2007-08	276,914	64,860	-		\$341,774						
P. PRODUCTION			2018-19	2,764	171	-	52	\$2,987	\$115	3.99%	7.07%	108.93%	
	1.2	\$46,800	2017-18	2,655	165	-	52	\$2,872	\$94	3.38%			
			2016-17	2,577	155	-	46	\$2,778	\$47	1.72%			
	Dunorlan	1.1	\$42,900	2015-16	2,544	157	-	30	\$2,731	\$264			10.71%
	39 Elmers Road			2014-15	2,317	136	-	15	\$2,467	\$91			3.84%
		Reval '13	\$39,000	2013-14	2,249	127	-		\$2,376	\$312			15.14%
			2012-13	1,956	108	-		\$2,064	\$39	1.90%			
		1.5	\$40,200	2011-12	1,927	98	-		\$2,025	\$74			3.77%
			2010-11	1,859	93	-		\$1,951	\$60	3.19%			
		1.3	\$34,840	2009-10	1,801	90	-		\$1,891	\$285			17.74%
			2008-09	1,521	85	-		\$1,606	\$177	12.35%			
		Reval '07	\$26,800	2007-08	1,360	69	-		\$1,430				

4.46% General Rate Increase 2019

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

Kerbside Collection - Standard 80 Litre

General Rate: RID			Fire Levy: RID			Kerbside Collection		Waste Infrastructure				
			urban	country	other			Fixed				
4.46% increase	2018-19	0.05906	0.013646	0.003962	0.003649	128.00		140 Ltr	52.00			
Locality	Adj. Factor	AAV	Rates	F/Levy	Waste Management Collection	Fixed	TOTAL	Increase (\$)	(%)	Average Increase since 2007 reval	Total Increase since 2007 reval	
Selbourne			2018-19	2,977	184	-	52	\$3,213	\$123	3.99%	5.69%	81.40%
746 Selbourne Road	1.2	\$50,400	2017-18	2,859	178	-	52	\$3,089	\$101	3.37%		
			2016-17	2,776	167	-	46	\$2,989	\$49	1.68%		
	1.1	\$46,200	2015-16	2,740	169	-	30	\$2,939	\$284	10.68%		
			2014-15	2,495	146	-	15	\$2,656	\$97	3.79%		
	Reval '13	\$42,000	2013-14	2,422	137	-		\$2,559	\$2	0.09%		
			2012-13	2,423	133	-		\$2,556	\$48	1.90%		
	1.5	\$49,800	2011-12	2,387	122	-		\$2,509	\$91	3.77%		
			2010-11	2,302	115	-		\$2,417	\$75	3.19%		
	1.3	\$43,160	2009-10	2,231	112	-		\$2,343	\$353	17.74%		
			2008-09	1,884	106	-		\$1,990	\$219	12.35%		
	Reval '07	\$33,200	2007-08	1,685	86	-		\$1,771			12.75%	190.34%
Average Primary Production since 2007 Revaluation											6.38%	95.17%

One Off Specific Projects & Programs

		Budget 2018	Anticipated 2018	Carried Fwd 2019	Budget 2019
Governance					
Consultants & expert advice for Councillor requests	Management	20,000	20,000	-	-
Councillor elections and electoral roll update	Councillors Expenses	-	-	-	100,000
Strategic Plan update (4 yearly)	Other Functions	-	-	-	20,000
Shared services project	Other Functions	-	-	-	40,000
GLP Digital Transformation	Economic Services	-	50,000	-	-
Economic development, industry needs support & research	Economic Services	8,000	700	-	-
Asian engagement strategy development	Economic Services	6,000	-	-	-
Schools feasibility study	Economic Services	5,000	-	-	-
		39,000	70,700	-	160,000
Corporate					
Great Western Tiers touring brochure preparation		16,000	16,000	-	-
		16,000	16,000	-	-
Community & Development					
Workflow process improvements	Management	10,000	11,500	-	10,000
NRM HGL salinity activities	NRM	24,600	14,000	10,600	10,600
Wastewater corrective actions	Env. Health	-	23,300	-	-
Westbury recreation spaces vision	Com. Development	2,000	-	2,000	2,000
Cultural Trail artwork contribution	Com. Development	-	8,600	-	-
MVC recreation sports facility plan	Recreation	-	-	-	5,000
Deloraine recreation project feasibility	Recreation	98,500	62,700	-	-
		135,100	120,100	12,600	27,600
Infrastructure					
Consultants & expert advice for Councillor requests	Management	20,000	10,000	-	-
Maloney road condition survey (3 yearly)	Asset Management	-	-	-	60,000
GHD road assessment, ground penetrating radar	Asset Management	20,000	1,200	18,800	20,000
Osmaston Road design options at Golf Course	Road Management	7,500	-	-	-
NHVR bridge assessments	Road Management	5,000	30,000	-	-
Parsonage St footpath redesign	Road Management	-	-	-	5,000
Meander Valley Road Westbury design options at Maze	Road Management	10,000	5,000	-	-
Country Club Ave/Las Vegas intersection design options	Road Management	10,000	10,000	-	-
Deloraine traffic network study	Road Management	20,000	10,000	-	-
Consultant road design & surveys	Road Management	10,000	7,500	-	-
GIS survey & update	IT	20,000	5,000	15,000	20,000
Asbestos action plan & clean up	Property Management	30,000	10,000	20,000	23,000
Meander Falls walking upgrade (Grant)	Economic Services	150,000	-	150,000	155,000
Bioenergy study (Grant funded)	Economic Services	100,000	100,000	-	-
Bioenergy study stage 2	Economic Services	-	15,000	-	20,000
Hadspen Urban Growth Project support	Economic Services	10,000	2,500	5,000	5,000
Waste management strategy consulting	Household Waste	30,000	-	15,000	15,000
Kerbside collection expansion consulting	Household Waste	-	-	-	20,000
Quality assurance EPA	Household Waste	-	-	-	20,000
Environmental Management Plans	Household Waste	12,000	12,000	-	15,000
Meander Transfer Station retaining wall	Household Waste	10,000	7,500	-	-
Westbury tip, inert waste removal	Household Waste	15,000	11,000	-	-
Setting up micro grid trial	Sustainability	10,000	-	-	-
Bracknell Sewerage Feasibility Plan (Taswater)	Com. Development	70,000	72,000	-	-
West Barrack St detention basin	Stormwater	-	-	-	20,000
Flood mapping project	Stormwater	-	-	-	9,300
Stormwater surveys & studies	Stormwater	50,000	50,000	-	50,000
Westbury Rd Prospect Vale, planning design	Planning	10,500	-	10,500	15,000
Tasmanian planning scheme review	Planning	30,000	60,000	-	15,000
Fishing pontoon contribution (Grant)	Recreation	48,000	48,300	-	-
MVPAC stadium storage	Sundry Cultural	-	-	-	5,000
Bass Hwy tree planting	Parks & Reserves	5,000	2,000	-	-
Chudleigh path replacement & floor ventilation	Public Halls	-	-	-	8,000
Chudleigh roof painting	Public Halls	-	-	-	5,000
Rosevale Hall storeroom floor	Public Halls	-	-	-	4,000
Rosevale Hall floor maintenance treatment	Public Halls	15,000	15,000	-	-
		718,000	484,000	234,300	509,300
Works					
R2R roadside drainage	Roads	150,000	150,000	-	150,000
Report on works depot locations	Management	25,000	25,000	-	5,000
		175,000	175,000	-	155,000
		\$ 1,083,100	\$ 865,800	\$ 246,900	\$ 851,900

Note: Council's Long Term Financial Plan allows for one off projects of \$350,000 each year.



MEANDER VALLEY COUNCIL

OPERATING BUDGET 2018-19



Meander Valley Council

2018-2019 Rating Budget

Consolidated Operating Statement	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	'18 to '19 Variance	
Operating Revenue					
Rate Revenue	11,890,600	11,918,700	12,465,800	575,200	4.84%
Fees & User Charges	1,126,500	1,265,700	1,228,300	101,800	9.04%
Contributions	120,000	139,000	46,500	(73,500)	-61.25%
Interest	751,000	878,700	785,400	34,400	4.58%
Grants & Subsidies	2,538,100	2,410,600	4,602,400	2,064,300	81.33%
Other Revenue	1,023,300	1,050,800	736,500	(286,800)	-28.03%
Total Operating Revenue	17,449,500	17,663,500	19,864,900	2,415,400	13.84%
Operating Expenditure					
Departments					
Governance	1,203,800	1,204,700	1,360,400	156,600	13.01%
Corporate Services	2,006,200	1,940,200	2,073,000	66,800	3.33%
Infrastructure Services	3,363,100	3,090,500	3,182,500	(180,600)	-5.37%
Community & Development Services	2,661,300	2,476,800	2,659,600	(1,700)	-0.06%
Works	3,682,100	3,754,700	3,793,200	111,100	3.02%
Maintenance & Working Expenses	12,916,500	12,466,900	13,068,700	152,200	1.18%
Borrowing Costs	241,300	236,500	236,500	(4,800)	-1.99%
Depreciation	5,052,000	5,048,300	5,135,500	83,500	1.65%
Payments to Government Authorities	1,136,200	1,136,200	1,192,000	55,800	4.91%
Administration Allocated	-	-	-	-	-
Other Expenses	250,200	241,200	274,700	24,500	9.79%
Total Operating Expenditure	19,596,200	19,129,100	19,907,400	311,200	1.59%
Surplus/(Deficit) from Continuing Operations	(2,146,700)	(1,465,600)	(42,500)		
Abnormal Items					
Financial Assistance Grants Prepayment	2,099,900	2,115,700	-		
Flood Remediation Costs	-	(54,200)	-		
Operating Disaster Recovery Funding	-	40,700	-		
Project funds brought fwd from previous year	130,200	130,200	246,900		
Project funds carried over to next year	-	(246,900)	-		
Total Abnormal Items	2,230,100	1,985,500	246,900		
Underlying Surplus/(Deficit)	83,400	519,900	204,400		
Capital Items					
Subdivision Contributions	300,000	380,600	300,000		
Capital Contributions	-	19,200	22,500		
Capital Disaster Recovery Funding	1,806,500	3,139,800	550,000		
Capital Roads to Recovery Funding	902,000	1,151,200	245,700		
Capital Grants	1,026,000	1,416,000	1,323,500		
Sale of Assets	-	45,000	216,000		
Total Capital Items	4,034,500	6,151,800	2,657,700		
Cash Reconciliation					
Opening Cash Balance	18,422,100	18,406,300	22,072,400		
Surplus, Non-Cash Items & Loan Payments	6,999,700	12,053,800	7,579,800		
Capital Asset Expenditure	(13,517,700)	(8,387,700)	(13,753,100)		
Closing Cash Balance	11,904,100	22,072,400	15,899,100		



Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19
General Administration			
Function Summary			
Operating Revenue			
Rate Revenue	-	-	-
Fees & User Charges	172,500	210,600	193,700
Contributions	2,000	4,100	4,000
Interest	-	-	-
Grants & Subsidies	-	-	-
Other Revenue	1,500	1,300	500
Total Operating Revenue	176,000	216,000	198,200
Operating Expenditure			
Departments			
Governance	987,300	973,200	1,174,200
Corporate Services	1,597,700	1,532,600	1,675,300
Infrastructure Services	244,800	182,100	232,800
Community & Development Services	90,100	110,900	116,000
Works	5,200	6,000	6,300
Maintenance & Working Expenses	2,925,100	2,804,800	3,204,600
Interest on Loans	-	-	-
Depreciation	199,600	215,800	220,500
Payments to Government Authorities	-	-	-
Administration Allocated	(80,200)	(79,900)	(79,200)
Other Payments	30,000	31,000	32,000
Total Operating Expenditure	3,074,500	2,971,700	3,377,900
Operating Surplus/(Deficit)	(2,898,500)	(2,755,700)	(3,179,700)
Add			
Depreciation	199,600	215,800	220,500
Loan Funds	-	-	-
Asset Sales	-	-	-
Accrual Non-Cash Adjustments	-	-	-
Less			
Asset Expenditure	263,000	132,300	409,100
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	-	-	-
Cash Surplus/(Deficit)	(2,961,900)	(2,672,200)	(3,368,300)

Meander Valley Council

2018-2019 Rating Budget

General Administration	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Administration				
Operating Revenue				
Rate Revenue				
Fees & User Charges	172,500	210,600	193,700	337 Certificates & Commercial I
Contributions	2,000	4,100	4,000	Commercial reimbursements &
Interest				
Grants & Subsidies				
Other Revenue	1,500	1,300	500	Sale of scrap
Total Operating Revenue	176,000	216,000	198,200	
Operating Expenditure				
Departments				
Governance	987,300	973,200	1,174,200	Councillor elections & strategic
Corporate Services	1,597,700	1,532,600	1,675,300	
Infrastructure Services	244,800	182,100	232,800	GIS, Asset mgt & Property mgt
Community & Development Services	90,100	110,900	116,000	337 Certificates
Works	5,200	6,000	6,300	
Maintenance & Working Expenses	2,925,100	2,804,800	3,204,600	
Interest on Loans				
Depreciation	199,600	215,800	220,500	
Payments to Government Authorities				
Administration Allocated	(80,200)	(79,900)	(79,200)	
Other Payments	30,000	31,000	32,000	Audit office fees
Total Operating Expenditure	3,074,500	2,971,700	3,377,900	
Operating Surplus/(Deficit)	(2,898,500)	(2,755,700)	(3,179,700)	
Add				
Depreciation	199,600	215,800	220,500	
Loan Funds				
Asset Sales	-	-	-	
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	263,000	132,300	409,100	ICT, fleet & valuations
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(2,961,900)	(2,672,200)	(3,368,300)	



Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19
Roads, Streets & Bridges			
Function Summary			
Operating Revenue			
Rate Revenue	-	-	-
Fees & User Charges	64,500	64,800	64,500
Contributions	200,000	194,000	222,500
Interest	-	-	-
Grants & Subsidies	2,813,300	3,547,200	2,982,200
Other Revenue	-	2,800	-
Total Operating Revenue	3,077,800	3,808,800	3,269,200
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	192,400	193,500	150,200
Community & Development Services	-	-	-
Works	2,177,700	2,178,400	2,220,500
Maintenance & Working Expenses	2,370,100	2,371,900	2,370,700
Interest on Loans	-	-	-
Depreciation	3,193,400	2,997,900	3,020,200
Payments to Government Authorities	-	-	-
Administration Allocated	-	-	-
Other Payments	100,000	100,000	117,500
Total Operating Expenditure	5,663,500	5,469,800	5,508,400
Operating Surplus/(Deficit)	(2,585,700)	(1,661,000)	(2,239,200)
Add			
Depreciation	3,193,400	2,997,900	3,020,200
Loan Funds	-	-	-
Asset Sales	-	-	-
Accrual Non-Cash Adjustments	(200,000)	(194,000)	(200,000)
Less			
Asset Expenditure	8,697,800	6,112,300	8,356,700
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	(100,000)	(100,000)	(117,500)
Cash Surplus/(Deficit)	(8,190,100)	(4,869,400)	(7,658,200)

Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Roads, Streets & Bridges				
Roads & Streets				
Operating Revenue				
Rate Revenue				
Fees & User Charges	64,500	64,800	64,500	Heavy vehicle motor tax
Contributions	200,000	194,000	222,500	Subdivisions taken over
Interest				
Grants & Subsidies	1,997,000	2,493,600	2,822,900	FAGs & R2R
Other Revenue	-	2,800	-	
Total Operating Revenue	2,261,500	2,755,200	3,109,900	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	-	-	-	
Works	2,177,700	2,178,400	2,220,500	
Maintenance & Working Expenses	2,177,700	2,178,400	2,220,500	
Interest on Loans				
Depreciation	2,581,100	2,462,900	2,490,200	
Payments to Government Authorities				
Administration Allocated				
Other Payments	100,000	100,000	73,400	Asset disposal write off
Total Operating Expenditure	4,858,800	4,741,300	4,784,100	
Operating Surplus/(Deficit)	(2,597,300)	(1,986,100)	(1,674,200)	
Add				
Depreciation	2,581,100	2,462,900	2,490,200	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments	(200,000)	(194,000)	(200,000)	Subdivisions taken over
Less				
Asset Expenditure	6,776,100	4,395,700	5,822,300	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets	(100,000)	(100,000)	(73,400)	
Cash Surplus/(Deficit)	(6,892,300)	(4,012,900)	(5,132,900)	

Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Roads, Streets & Bridges				
Bridges				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions				
Interest				
Grants & Subsidies	816,300	1,053,600	159,300	FAGs & Union Bridge
Other Revenue				
Total Operating Revenue	816,300	1,053,600	159,300	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	192,400	193,500	150,200	
Community & Development Services	-	-	-	
Works	-	-	-	
Maintenance & Working Expenses	192,400	193,500	150,200	
Interest on Loans				
Depreciation	612,300	535,000	530,000	
Payments to Government Authorities				
Administration Allocated				
Other Payments	-	-	44,100	Asset disposal write off
Total Operating Expenditure	804,700	728,500	724,300	
Operating Surplus/(Deficit)	11,600	325,100	(565,000)	
Add				
Depreciation	612,300	535,000	530,000	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	1,921,700	1,716,600	2,534,400	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets	-	-	(44,100)	
Cash Surplus/(Deficit)	(1,297,800)	(856,500)	(2,525,300)	



Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19
Health, Community & Welfare			
Function Summary			
Operating Revenue			
Rate Revenue	2,572,900	2,586,200	2,647,100
Fees & User Charges	424,600	456,700	442,200
Contributions	164,000	269,600	120,500
Interest	211,300	218,000	218,000
Grants & Subsidies	2,006,500	3,240,900	700,000
Other Revenue	86,200	87,200	77,600
Total Operating Revenue	5,465,500	6,858,600	4,205,400
Operating Expenditure			
Departments			
Governance	216,500	231,500	186,200
Corporate Services	368,000	372,700	357,200
Infrastructure Services	2,291,800	2,007,100	2,207,600
Community & Development Services	1,025,500	870,900	1,001,200
Works	992,300	967,600	992,200
Maintenance & Working Expenses	4,894,100	4,449,800	4,744,400
Interest on Loans	241,300	236,500	236,500
Depreciation	529,400	800,800	826,200
Payments to Government Authorities	1,136,200	1,136,200	1,192,000
Administration Allocated	79,600	79,600	78,600
Other Payments	77,600	68,000	78,500
Total Operating Expenditure	6,958,200	6,770,900	7,156,200
Operating Surplus/(Deficit)	(1,492,700)	87,700	(2,950,800)
Add			
Depreciation	529,400	800,800	826,200
Loan Funds	-	-	-
Asset Sales	-	-	-
Accrual Non-Cash Adjustments	(70,000)	(168,100)	(81,500)
Less			
Asset Expenditure	1,634,400	807,200	1,437,700
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	-	-	-
Cash Surplus/(Deficit)	(2,667,700)	(86,800)	(3,643,800)

Meander Valley Council

2018-2019 Rating Budget

Health, Community & Welfare	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Health - Preventive Health				
Operating Revenue				
Rate Revenue				
Fees & User Charges	28,000	29,000	29,000	Licence & inspection fees
Contributions				
Interest				
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	28,000	29,000	29,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	186,200	203,000	192,700	
Works	-	-	-	
Maintenance & Working Expenses	186,200	203,000	192,700	
Interest on Loans				
Depreciation	-	-	-	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	186,200	203,000	192,700	
Operating Surplus/(Deficit)	(158,200)	(174,000)	(163,700)	
Add				
Depreciation	-	-	-	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	-	-	-	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(158,200)	(174,000)	(163,700)	

Meander Valley Council

2018-2019 Rating Budget

Health, Community & Welfare	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Community - Animal Control				
Operating Revenue				
Rate Revenue				
Fees & User Charges	78,000	85,400	84,000	Animal licences & fines
Contributions				
Interest				
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	78,000	85,400	84,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	170,600	175,500	171,100	
Works	20,000	4,900	5,700	
Maintenance & Working Expenses	190,600	180,400	176,800	
Interest on Loans				
Depreciation	9,400	9,500	9,500	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	200,000	189,900	186,300	
Operating Surplus/(Deficit)	(122,000)	(104,500)	(102,300)	
Add				
Depreciation	9,400	9,500	9,500	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	15,000	15,000	-	Dog enclosure
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(127,600)	(110,000)	(92,800)	

Meander Valley Council

2018-2019 Rating Budget

Health, Community & Welfare	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Community - Fire Protection				
Operating Revenue				
Rate Revenue	1,136,200	1,148,200	1,192,000	State fire contribution
Fees & User Charges	2,000	1,200	1,000	Fire hazard clearing
Contributions				
Interest				
Grants & Subsidies				
Other Revenue	45,400	45,400	47,700	Administration charge (4%)
Total Operating Revenue	1,183,600	1,194,800	1,240,700	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	19,200	11,500	16,500	Fire hazard control
Works	274,100	275,600	276,200	Roadside vegetation
Maintenance & Working Expenses	293,300	287,100	292,700	
Interest on Loans				
Depreciation				
Payments to Government Authorities	1,136,200	1,136,200	1,192,000	
Administration Allocated	45,400	45,400	47,700	
Other Payments				
Total Operating Expenditure	1,474,900	1,468,700	1,532,400	
Operating Surplus/(Deficit)	(291,300)	(273,900)	(291,700)	
Add				
Depreciation				
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure				
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(291,300)	(273,900)	(291,700)	

Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Health, Community & Welfare				
Community - State Emergency				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions				
Interest				
Grants & Subsidies	1,806,500	3,180,500	550,000	Estimated NDRA reimbursement
Other Revenue				
Total Operating Revenue	1,806,500	3,180,500	550,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	23,900	18,100	27,200	
Community & Development Services	-	-	-	
Works	-	-	-	
Maintenance & Working Expenses	23,900	18,100	27,200	
Interest on Loans				
Depreciation	6,900	10,800	10,800	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	30,800	28,900	38,000	
Operating Surplus/(Deficit)	1,775,700	3,151,600	512,000	
Add				
Depreciation	6,900	10,800	10,800	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	-	-	-	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	1,782,600	3,162,400	522,800	

Meander Valley Council

2018-2019 Rating Budget

Health, Community & Welfare	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Community - Cemeteries				
Operating Revenue				
Rate Revenue				
Fees & User Charges	15,000	15,600	16,500	Cemetery fees & reservations
Contributions				
Interest				
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	15,000	15,600	16,500	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	1,000	100	500	
Infrastructure Services	-	-	-	
Community & Development Services	-	-	-	
Works	54,400	54,200	55,700	
Maintenance & Working Expenses	55,400	54,300	56,200	
Interest on Loans				
Depreciation	700	2,000	2,000	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	56,100	56,300	58,200	
Operating Surplus/(Deficit)	(41,100)	(40,700)	(41,700)	
Add				
Depreciation	700	2,000	2,000	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	35,000	-	43,700	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(75,400)	(38,700)	(83,400)	

Meander Valley Council

2018-2019 Rating Budget

Health, Community & Welfare	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Community - Community Amenities				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions				
Interest				
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	-	-	-	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	-	-	-	
Works	257,000	253,500	261,500	Public toilets
Maintenance & Working Expenses	257,000	253,500	261,500	
Interest on Loans				
Depreciation	19,000	24,200	28,300	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	276,000	277,700	289,800	
Operating Surplus/(Deficit)	(276,000)	(277,700)	(289,800)	
Add				
Depreciation	19,000	24,200	28,300	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	156,300	152,900	89,900	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(413,300)	(406,400)	(351,400)	

Meander Valley Council

2018-2019 Rating Budget

Health, Community & Welfare	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Street Lighting				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions				
Interest				
Grants & Subsidies				
Other Revenue	300	300	300	Reimbursements
Total Operating Revenue	300	300	300	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	249,600	216,200	247,100	
Community & Development Services	-	-	-	
Works	-	-	-	
Maintenance & Working Expenses	249,600	216,200	247,100	
Interest on Loans				
Depreciation	42,000	24,800	24,800	Northern lights program
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	291,600	241,000	271,900	
Operating Surplus/(Deficit)	(291,300)	(240,700)	(271,600)	
Add				
Depreciation	42,000	24,800	24,800	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	-	27,500	69,300	LED replacement outstanding
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(249,300)	(243,400)	(316,100)	

Meander Valley Council

2018-2019 Rating Budget

Health, Community & Welfare	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Community - Area Promotion				
Operating Revenue				
Rate Revenue				
Fees & User Charges	116,000	113,200	108,500	Visitor information centre
Contributions	1,000	500	500	
Interest				
Grants & Subsidies		1,200		
Other Revenue	39,500	31,100	29,600	Visitor centre commissions
Total Operating Revenue	156,500	146,000	138,600	
Operating Expenditure				
Departments				
Governance	49,500	33,000	53,200	
Corporate Services	367,000	372,600	356,700	
Infrastructure Services	34,700	15,400	34,600	
Community & Development Services	-	-	-	
Works	2,300	2,100	2,300	
Maintenance & Working Expenses	453,500	423,100	446,800	
Interest on Loans				
Depreciation	31,400	31,900	31,000	
Payments to Government Authorities				
Administration Allocated				
Other Payments	10,000	5,000	10,000	Craft fair, Townscape & Heritage
Total Operating Expenditure	494,900	460,000	487,800	
Operating Surplus/(Deficit)	(338,400)	(314,000)	(349,200)	
Add				
Depreciation	31,400	31,900	31,000	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	18,100	1,600	106,900	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(325,100)	(283,700)	(425,100)	

Meander Valley Council

2018-2019 Rating Budget

Health, Community & Welfare	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Community - Economic Services				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions				
Interest				
Grants & Subsidies	150,000	-	150,000	Meander falls walking infrastructure
Other Revenue				
Total Operating Revenue	150,000	-	150,000	
Operating Expenditure				
Departments				
Governance	167,000	198,500	133,000	
Corporate Services	-	-	-	
Infrastructure Services	344,100	191,600	263,500	
Community & Development Services	-	-	-	
Works	2,300	-	-	
Maintenance & Working Expenses	513,400	390,100	396,500	
Interest on Loans				
Depreciation	2,500	-	-	
Payments to Government Authorities				
Administration Allocated				
Other Payments	4,000	4,700	4,000	Industrial land rate grants
Total Operating Expenditure	519,900	394,800	400,500	
Operating Surplus/(Deficit)	(369,900)	(394,800)	(250,500)	
Add				
Depreciation	2,500	-	-	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	-	134,000	-	HUGP Assessed Contributions
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(367,400)	(528,800)	(250,500)	

Meander Valley Council

2018-2019 Rating Budget

Health, Community & Welfare	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Community - Household Waste				
Operating Revenue				
Rate Revenue	1,436,700	1,438,000	1,455,100	Waste management service charges
Fees & User Charges	180,100	196,200	196,200	Tips & transfer station fees
Contributions				
Interest				
Grants & Subsidies				
Other Revenue	-	8,300	-	
Total Operating Revenue	1,616,800	1,642,500	1,651,300	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	1,460,700	1,405,400	1,487,500	
Community & Development Services	-	-	-	
Works	17,200	15,300	17,100	
Maintenance & Working Expenses	1,477,900	1,420,700	1,504,600	
Borrowing Costs	30,000	18,500	18,500	Tip rehab provision movement
Depreciation	74,500	296,400	296,400	
Payments to Government Authorities				
Administration Allocated	34,200	34,200	30,900	
Other Payments				
Total Operating Expenditure	1,616,600	1,769,800	1,850,400	
Operating Surplus/(Deficit)	200	(127,300)	(199,100)	
Add				
Depreciation	74,500	296,400	296,400	Tip liability reassessment increase
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments	30,000	18,500	18,500	
Less				
Asset Expenditure	490,000	80,400	455,700	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(385,300)	107,200	(339,900)	

Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19
Health, Community & Welfare			
Community - Non-Household Waste			
Operating Revenue			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies			
Other Revenue			
Total Operating Revenue	-	-	-
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	-	-	-
Community & Development Services	-	-	-
Works	221,500	218,600	226,600
Maintenance & Working Expenses	221,500	218,600	226,600
Interest on Loans			
Depreciation	1,200	4,200	5,800
Payments to Government Authorities			
Administration Allocated			
Other Payments			
Total Operating Expenditure	222,700	222,800	232,400
Operating Surplus/(Deficit)	(222,700)	(222,800)	(232,400)
Add			
Depreciation	1,200	4,200	5,800
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure			
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	(221,500)	(218,600)	(226,600)

Meander Valley Council

2018-2019 Rating Budget

Health, Community & Welfare	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Community - Stormwater Drainage				
Operating Revenue				
Rate Revenue				
Fees & User Charges	2,000	12,700	4,000	Design fees
Contributions	100,000	205,800	100,000	Subdivisions taken over
Interest				
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	102,000	218,500	104,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	75,200	59,100	114,300	
Community & Development Services	-	-	-	
Works	132,900	131,100	134,500	
Maintenance & Working Expenses	208,100	190,200	248,800	
Interest on Loans				
Depreciation	323,100	360,000	380,600	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	531,200	550,200	629,400	
Operating Surplus/(Deficit)	(429,200)	(331,700)	(525,400)	
Add				
Depreciation	323,100	360,000	380,600	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments	(100,000)	(186,600)	(100,000)	Subdivision contributions
Less				
Asset Expenditure	900,000	379,100	654,200	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(1,106,100)	(537,400)	(899,000)	

Meander Valley Council

2018-2019 Rating Budget

Health, Community & Welfare	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Community - Environmental Protection				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions	43,000	43,300	-	NRM North contribution
Interest				
Grants & Subsidies	50,000	50,000	-	Bioenergy project
Other Revenue				
Total Operating Revenue	93,000	93,300	-	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	29,900	21,000	30,800	
Community & Development Services	229,100	198,500	192,400	
Works	10,600	12,300	12,600	
Maintenance & Working Expenses	269,600	231,800	235,800	
Interest on Loans				
Depreciation	4,800	5,900	5,900	
Payments to Government Authorities				
Administration Allocated				
Other Payments - Grants	12,000	10,900	12,000	Conservation covenant grants
Total Operating Expenditure	286,400	248,600	253,700	
Operating Surplus/(Deficit)	(193,400)	(155,300)	(253,700)	
Add				
Depreciation	4,800	5,900	5,900	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	-	-	-	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(188,600)	(149,400)	(247,800)	

Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Health, Community & Welfare				
Community - Community Development				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions	-	-	-	
Interest				
Grants & Subsidies				
Other Revenue	1,000	2,100	-	
Total Operating Revenue	1,000	2,100	-	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	73,700	80,300	2,600	
Community & Development Services Works	270,400	175,500	274,600	
Maintenance & Working Expenses	344,100	255,800	277,200	
Interest on Loans				
Depreciation	3,900	19,600	19,600	
Payments to Government Authorities				
Administration Allocated				
Other Payments - Community Grants	51,600	47,400	52,500	incl Regulatory Fees Refunds Policy
Total Operating Expenditure	399,600	322,800	349,300	
Operating Surplus/(Deficit)	(398,600)	(320,700)	(349,300)	
Add				
Depreciation	3,900	19,600	19,600	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	-	-	-	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(394,700)	(301,100)	(329,700)	

Meander Valley Council

2018-2019 Rating Budget

Health, Community & Welfare	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Welfare - Families, Youth & Children				
Operating Revenue				
Rate Revenue				
Fees & User Charges	3,500	3,400	3,000	Program fees, teen challenge reimbursements
Contributions				
Interest				
Grants & Subsidies	-	2,000	-	
Other Revenue				
Total Operating Revenue	3,500	5,400	3,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	125,300	80,900	127,400	
Works	-	-	-	
Maintenance & Working Expenses	125,300	80,900	127,400	
Interest on Loans				
Depreciation	-	2,000	2,000	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	125,300	82,900	129,400	
Operating Surplus/(Deficit)	(121,800)	(77,500)	(126,400)	
Add				
Depreciation	-	2,000	2,000	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	-	-	-	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(121,800)	(75,500)	(124,400)	

Meander Valley Council

2018-2019 Rating Budget

Health, Community & Welfare	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Welfare - Aged & Disabled				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions	20,000	20,000	20,000	
Interest	211,300	218,000	218,000	Interest Aged care loans
Grants & Subsidies	-	7,200	-	
Other Revenue				
Total Operating Revenue	231,300	245,200	238,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	24,700	26,000	26,500	Community car expenses
Works	-	-	-	
Maintenance & Working Expenses	24,700	26,000	26,500	
Interest on Loans	211,300	218,000	218,000	Meander Valley Aged Care
Depreciation	10,000	9,500	9,500	Community cars
Payments to Government Authorities				
Administration Allocated				
Other Payments	-	-	-	
Total Operating Expenditure	246,000	253,500	254,000	
Operating Surplus/(Deficit)	(14,700)	(8,300)	(16,000)	
Add				
Depreciation	10,000	9,500	9,500	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	20,000	16,700	18,000	Deloraine community car
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(24,700)	(15,500)	(24,500)	



Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19
Land Use Planning & Building			
Function Summary			
Operating Revenue			
Rate Revenue	-	-	-
Fees & User Charges	280,400	351,400	346,000
Contributions	-	-	-
Interest	-	-	-
Grants & Subsidies	-	-	-
Other Revenue	37,000	51,900	43,500
Total Operating Revenue	317,400	403,300	389,500
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	229,300	233,100	194,300
Community & Development Services	1,076,300	1,047,400	1,142,700
Works	-	-	-
Maintenance & Working Expenses	1,305,600	1,280,500	1,337,000
Interest on Loans	-	-	-
Depreciation	18,800	18,000	18,000
Payments to Government Authorities	-	-	-
Administration Allocated	-	-	-
Other Payments	-	-	-
Total Operating Expenditure	1,324,400	1,298,500	1,355,000
Operating Surplus/(Deficit)	(1,007,000)	(895,200)	(965,500)
Add			
Depreciation	18,800	18,000	18,000
Loan Funds	-	-	-
Asset Sales	-	-	-
Accrual Non-Cash Adjustments	-	-	-
Less			
Asset Expenditure	15,000	28,800	37,000
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	-	-	-
Cash Surplus/(Deficit)	(1,003,200)	(906,000)	(984,500)

Meander Valley Council

2018-2019 Rating Budget

Land Use Planning & Building	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Land Use Planning				
Operating Revenue				
Rate Revenue				
Fees & User Charges	120,500	162,000	170,000	New planning advertising fee
Contributions				
Interest				
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	120,500	162,000	170,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	229,300	233,100	194,300	
Community & Development Services	535,400	564,400	591,900	
Works	-	-	-	
Maintenance & Working Expenses	764,700	797,500	786,200	
Interest on Loans				
Depreciation	8,300	8,300	8,300	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	773,000	805,800	794,500	
Operating Surplus/(Deficit)	(652,500)	(643,800)	(624,500)	
Add				
Depreciation	8,300	8,300	8,300	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	15,000	12,800	17,000	Fleet
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(659,200)	(648,300)	(633,200)	

Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19
Land Use Planning & Building			
Building Control			
Operating Revenue			
Rate Revenue			
Fees & User Charges	159,900	189,400	176,000
Contributions			
Interest			
Grants & Subsidies			
Other Revenue	37,000	51,900	43,500
Total Operating Revenue	196,900	241,300	219,500
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	-	-	-
Community & Development Services	540,900	483,000	550,800
Works	-	-	-
Maintenance & Working Expenses	540,900	483,000	550,800
Interest on Loans			
Depreciation	10,500	9,700	9,700
Payments to Government Authorities			
Administration Allocated			
Other Payments			
Total Operating Expenditure	551,400	492,700	560,500
Operating Surplus/(Deficit)	(354,500)	(251,400)	(341,000)
Add			
Depreciation	10,500	9,700	9,700
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure	-	16,000	20,000
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	(344,000)	(257,700)	(351,300)

Resource sharing NMC



Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19
Recreation & Culture			
Function Summary			
Operating Revenue			
Rate Revenue	-	-	-
Fees & User Charges	184,500	182,200	181,900
Contributions	54,000	71,100	22,000
Interest	-	-	-
Grants & Subsidies	348,000	241,000	861,000
Other Revenue	16,000	59,700	223,800
Total Operating Revenue	602,500	554,000	1,288,700
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	33,500	28,000	33,200
Infrastructure Services	401,400	471,000	365,600
Community & Development Services	475,900	454,100	406,200
Works	892,600	939,300	953,900
Maintenance & Working Expenses	1,803,400	1,892,400	1,758,900
Interest on Loans	-	-	-
Depreciation	731,100	646,700	666,900
Payments to Government Authorities	-	-	-
Administration Allocated	-	-	-
Other Payments	41,600	41,200	45,700
Total Operating Expenditure	2,576,100	2,580,300	2,471,500
Operating Surplus/(Deficit)	(1,973,600)	(2,026,300)	(1,182,800)
Add			
Depreciation	731,100	646,700	666,900
Loan Funds	-	-	-
Asset Sales	-	-	49,000
Accrual Non-Cash Adjustments	-	-	-
Less			
Asset Expenditure	2,134,500	669,100	3,188,600
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	-	-	-
Cash Surplus/(Deficit)	(3,377,000)	(2,048,700)	(3,655,500)

Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Recreation & Culture				
Public Halls				
Operating Revenue				
Rate Revenue				
Fees & User Charges	7,000	7,200	7,000	Westbury Town Hall
Contributions	-	-	-	
Interest	-	-	-	
Grants & Subsidies	-	-	-	
Other Revenue				
Total Operating Revenue	7,000	7,200	7,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	26,500	21,100	25,600	Insurance, rates, land tax
Infrastructure Services	54,800	77,000	59,400	Maintenance program
Community & Development Services	-	-	-	
Works	12,100	11,700	11,900	
Maintenance & Working Expenses	93,400	109,800	96,900	
Interest on Loans				
Depreciation	77,300	74,700	80,800	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	170,700	184,500	177,700	
Operating Surplus/(Deficit)	(163,700)	(177,300)	(170,700)	
Add				
Depreciation	77,300	74,700	80,800	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	89,100	46,300	495,000	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(175,500)	(148,900)	(584,900)	

Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Recreation & Culture				
Swimming Pools & Other Swimming				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions				
Interest				
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	-	-	-	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	86,500	80,200	89,500	Deloraine pool management
Community & Development Services	-	-	-	
Works	6,200	3,600	4,100	
Maintenance & Working Expenses	92,700	83,800	93,600	
Interest on Loans				
Depreciation	29,000	30,400	30,400	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	121,700	114,200	124,000	
Operating Surplus/(Deficit)	(121,700)	(114,200)	(124,000)	
Add				
Depreciation	29,000	30,400	30,400	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	22,000	22,000	-	Caveside pool fencing
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(114,700)	(105,800)	(93,600)	

Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Recreation & Culture				
Recreation Grounds & Sports Facilities				
Operating Revenue				
Rate Revenue				
Fees & User Charges	126,200	124,400	124,400	
Contributions	39,000	30,300	2,000	Del Rec Feas. contributions
Interest				
Grants & Subsidies	348,000	241,000	836,000	
Other Revenue	16,000	14,700	7,800	Residential rental property West Rd
Total Operating Revenue	529,200	410,400	970,200	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	144,400	173,000	103,200	
Community & Development Services	367,300	355,200	295,500	
Works	427,300	494,400	484,200	
Maintenance & Working Expenses	939,000	1,022,600	882,900	
Interest on Loans				
Depreciation	435,800	360,900	370,900	432 Westbury Rd fully depreciated
Payments to Government Authorities				
Administration Allocated				
Other Payments - Recreation Grants	41,600	41,200	45,700	
Total Operating Expenditure	1,416,400	1,424,700	1,299,500	
Operating Surplus/(Deficit)	(887,200)	(1,014,300)	(329,300)	
Add				
Depreciation	435,800	360,900	370,900	
Loan Funds				
Asset Sales less Transfers to C'ttees				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	1,529,900	253,300	2,303,000	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets	-	-	-	
Cash Surplus/(Deficit)	(1,981,300)	(906,700)	(2,261,400)	

Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19
Recreation & Culture			
Library Services			
Operating Revenue			
Rate Revenue			
Fees & User Charges	39,000	38,200	38,200
Contributions			
Interest			
Grants & Subsidies			
Other Revenue			
Total Operating Revenue	39,000	38,200	38,200
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	7,000	6,900	7,600
Infrastructure Services	6,300	2,100	6,300
Community & Development Services	-	-	-
Works	-	-	-
Maintenance & Working Expenses	13,300	9,000	13,900
Interest on Loans			
Depreciation	3,900	4,100	4,000
Payments to Government Authorities			
Administration Allocated			
Other Payments			
Total Operating Expenditure	17,200	13,100	17,900
Operating Surplus/(Deficit)	21,800	25,100	20,300
Add			
Depreciation	3,900	4,100	4,000
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure			
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	25,700	29,200	24,300

Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Recreation & Culture				
Sundry Cultural Activities				
Operating Revenue				
Rate Revenue				
Fees & User Charges	12,000	12,100	12,000	MV Performing Arts Centre
Contributions				
Interest				
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	12,000	12,100	12,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	30,500	28,900	27,700	
Community & Development Services	108,600	98,900	110,700	
Works	11,100	11,600	11,400	
Maintenance & Working Expenses	150,200	139,400	149,800	
Interest on Loans				
Depreciation	41,400	38,300	38,300	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	191,600	177,700	188,100	
Operating Surplus/(Deficit)	(179,600)	(165,600)	(176,100)	
Add				
Depreciation	41,400	38,300	38,300	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	59,000	500	88,500	MVPAC roof renewal
Loan Principal				
Profit (loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(197,200)	(127,800)	(226,300)	

Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Recreation & Culture				
Parks & Reserves				
Operating Revenue				
Rate Revenue				
Fees & User Charges	300	300	300	
Contributions	15,000	40,800	20,000	Cash in lieu public open space
Interest				
Grants & Subsidies	-	-	25,000	Hadspen bull run
Other Revenue	-	45,000	216,000	Sale Council land
Total Operating Revenue	15,300	86,100	261,300	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	78,900	109,800	79,500	
Community & Development Services	-	-	-	
Works	435,900	418,000	442,300	
Maintenance & Working Expenses	514,800	527,800	521,800	
Interest on Loans				
Depreciation	143,700	138,300	142,500	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	658,500	666,100	664,300	
Operating Surplus/(Deficit)	(643,200)	(580,000)	(403,000)	
Add				
Depreciation	143,700	138,300	142,500	
Loan Funds				
Asset Sales		-	49,000	Land value
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	434,500	347,000	302,100	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(934,000)	(788,700)	(513,600)	



Meander Valley Council

2018-2019 Rating Budget

	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19
Unallocated & Unclassified			
Function Summary			
Operating Revenue			
Rate Revenue	9,317,700	9,332,500	9,818,700
Fees & User Charges	-	-	-
Contributions	-	-	-
Interest	539,700	660,700	567,400
Grants & Subsidies	1,104,800	1,088,500	2,178,400
Other Revenue	882,600	892,900	607,100
Total Operating Revenue	11,844,800	11,974,600	13,171,600
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	7,000	6,900	7,300
Infrastructure Services	3,400	3,700	32,000
Community & Development Services	(6,500)	(6,500)	(6,500)
Works	(385,700)	(336,600)	(379,700)
Maintenance & Working Expenses	(381,800)	(332,500)	(346,900)
Interest on Loans-internal loan	-	-	-
Depreciation	379,700	369,100	383,700
Payments to Government Authorities			
Administration Allocated	600	300	600
Other Payments	1,000	1,000	1,000
Total Operating Expenditure	(500)	37,900	38,400
Operating Surplus/(Deficit)	11,845,300	11,936,700	13,133,200
Add			
Depreciation	379,700	369,100	383,700
Loan Funds & Capital Repayments	300,000	542,900	-
Asset Sales	-	-	-
Accrual Non-Cash Adjustments	(70,100)	(77,200)	(55,900)
Less			
Asset Expenditure	773,000	638,000	324,000
Loan Principal	-	-	-
Internal loan Repay	-	-	-
Cash Surplus/(Deficit)	11,681,900	12,133,500	13,137,000

Meander Valley Council

2018-2019 Rating Budget

Unallocated & Unclassified	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19
Private Works			
Operating Revenue			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies			
Other Revenue	6,600	11,300	6,600
Total Operating Revenue	6,600	11,300	6,600
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	-	-	-
Community & Development Services	-	-	-
Works	6,000	2,900	6,000
Maintenance & Working Expenses	6,000	2,900	6,000
Interest on Loans			
Depreciation			
Payments to Government Authorities			
Administration Allocated	600	300	600
Other Payments			
Total Operating Expenditure	6,600	3,200	6,600
Operating Surplus/(Deficit)	-	8,100	-
Add			
Depreciation			
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure			
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	-	8,100	-

Meander Valley Council

2018-2019 Rating Budget

Unallocated & Unclassified	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Plant Working				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions				
Interest				
Grants & Subsidies	40,000	41,800	40,000	Diesel fuel rebates
Other Revenue				
Total Operating Revenue	40,000	41,800	40,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	-	-	-	
Works	-	-	-	
Maintenance & Working Expenses	-	-	-	
- Internal Hire Charges	(785,300)	(804,200)	(808,000)	
- Operating Expenditure	435,800	503,700	461,300	
Interest on Loans				
Depreciation	298,300	284,900	299,500	
Administration Allocated				
Training Costs				
Other Payments				
Total Operating Expenditure	(51,200)	(15,600)	(47,200)	
Operating Surplus/(Deficit)	91,200	57,400	87,200	
Add				
Depreciation	298,300	284,900	299,500	
Loan Funds				
Asset Sales (excl. trade-in)				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure - Changeover cost	709,000	578,800	240,000	
Loan Principal				
Internal return on Plant	91,200	57,400	87,200	
Cash Surplus/(Deficit)	(410,700)	(293,900)	59,500	

Meander Valley Council

2018-2019 Rating Budget

Unallocated & Unclassified	Budget 2017-18	Anticipated Actual 2017-18	Budget 2018-19	
Other Unallocated & Unclassified				
Operating Revenue				
Rate Revenue	9,317,700	9,332,500	9,818,700	General Rates
Fees & User Charges	-	-	-	
Contributions	-	-	-	
Interest	539,700	660,700	567,400	Bank, Valleycentral & Rates
Grants & Subsidies	1,064,800	1,046,700	2,138,400	Financial Assistance Grants
Other Revenue	876,000	881,600	600,500	Taswater & residential rent
Total Operating Revenue	11,798,200	11,921,500	13,125,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	7,000	6,900	7,300	Unallocated land tax
Infrastructure Services	3,400	3,700	32,000	Depreciation in overheads & rental p
Community & Development Services	(6,500)	(6,500)	(6,500)	Depreciation in overheads
Works	(42,200)	(39,000)	(39,000)	Depreciation in overheads
Maintenance & Working Expenses	(38,300)	(34,900)	(6,200)	
Interest on Loans				
Depreciation	81,400	84,200	84,200	Depots & minor plant
Payments to Government Authorities				
Administration Allocated				
Other Payments	1,000	1,000	1,000	
Total Operating Expenditure	44,100	50,300	79,000	
Operating Surplus/(Deficit)	11,754,100	11,871,200	13,046,000	
Add				
Depreciation	81,400	84,200	84,200	
Loan Funds & Capital Repayments	300,000	542,900	-	Valleycentral repayments
Asset Sales	-	-	-	
Accrual Non-Cash Adjustments	(70,100)	(77,200)	(55,900)	Valleycentral interest accrual
Less				
Asset Expenditure	64,000	59,200	84,000	Depots, vehicles & minor plant
Loan Principal				
Internal Return on plant	(91,200)	(57,400)	(87,200)	
Cash Surplus/(Deficit)	12,092,600	12,419,300	13,077,500	

LABOUR ON-COSTS

	Budget 2018	Anticipated Actual 2018	Budget 2019
Labour On-Costs			
Holiday Pay	749,600	706,500	751,500
Personal Leave (sick, compassionate, carers)	150,000	134,000	130,000
Parental Leave (net of Govt reimbursement)	-	8,600	-
Long Service Leave	110,000	142,200	150,000
Contribution to Superannuation	717,800	723,000	756,000
Workers Compensation Insurance	164,800	121,900	136,000
Workers Compensation (Wages etc. non-refundable)	1,000	1,000	1,000
Payroll Tax	318,800	321,000	345,900
Net Labour On-Costs	2,212,000	2,158,200	2,270,400
	%	%	%
Council Labour On-Cost Calculation			
<u>(Net Labour On-Costs)</u>	<u>2,212,000</u>	<u>2,158,200</u>	<u>2,270,400</u>
(Direct Labour Costs)	4,744,800	4,693,100	4,929,900
Labour On-Cost Percentage	46.62%	45.99%	46.05%
2019 labour on-costs will be applied to work and undertakings at the rate of:			46.05%
2018 anticipated labour on-costs applied to work and undertakings at the rate of:			46.00%

MANAGEMENT & INDIRECT OVERHEADS

Expenditure

Employee Costs (salaries, allowances & on-costs including Council contributions to L.S.L. provision & superannuation, conferences, seminars and workers compensation insurance)

Council Plant

Materials & Contractors

Training (excluding salaries & wages)

Depreciation

Net Expenditure (allocated to operating & capital projects)

Budget 2018	Anticipated Actual 2018	Budget 2019
1,042,800	1,026,200	1,043,900
47,000	43,900	45,900
394,600	333,500	377,100
37,500	18,300	29,000
62,800	60,400	60,400
\$ 1,584,700	\$ 1,482,300	\$ 1,556,300

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

Works Department

Infrastructure Services

Community & Development Services

15.40%	15.85%	14.45%
5.30%	6.00%	4.70%
9.70%	10.50%	10.30%

C&DS 1 2018-2019 COMMUNITY INCENTIVE GRANTS

APPLICATION ASSESSMENTS - ROUND 1 - JULY

2018

1) Introduction

The purpose of this report is to present for Council approval, the recommendations of the Community Grants Committee for Community Incentive Grants Round 1.

2) Background

The total Grants allocation for the year is \$98,200 (1% of the General Rate). \$5,000 of this sum is reserved for Council's policy for refunding regulatory fees to community groups and \$5,000 is earmarked for individual sponsorships and establishment grants leaving a balance of \$88,200 for community grants. With four rounds each year, the Committee aims to work around an amount of 25% of the balance, each quarter. For 2018-19, this is \$22,050.

Crs Tanya King and Ian Mackenzie, Jonathan Harmey (Director Corporate Services) and Neville Scott (General Inspector) met on 26 June 2018 to consider the applications received. They were supported by Patrick Gambles (Community Development Manager), Daniel Smedley (Sport & Community Coordinator) and Merrilyn Young (Grants Administrator).

3) Strategic/Annual Plan Conformance

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

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

4) Policy Implications

The Grants assessment process was undertaken in accordance with the guidelines attached to the Community Incentive Grants Policy No 82.

5) Statutory Requirements

Section 77 of the Local Government Act 1993 – *'Details of any grant made are to be included in the Annual Report of the Council'*

6) Risk Management

Liability and public risk issues are considered in evaluating grant applications.

7) Consultation with State Government and other Authorities

Not applicable.

8) Community Consultation

Advice and assistance is provided to applicants on request. The Community Grants program is communicated through community networks and the media. An Information and Guidelines Kit is available from the Council website with hard copies on hand at Council reception. A Grants Information Forum is held annually in May.

9) Financial Impact

The awarding of grants is made within the limits of the annual budget allocation which is spread over four rounds throughout the year.

10) Alternative Options

Council can amend the Committee's recommendations.

11) Officers Comments

Individual Sponsorship Requests

The following request has been approved by the General Manager during the period April 2018 – June 2018:

Alicia Hollingsworth of Prospect Vale has received \$150.00 towards her travel costs in participating in the 2018 Australian Little Athletics Championships in Queensland.

Regulatory Fees Refund Scheme

No applications were received for fee refunds during the period April – June 2018.

Grant Applications from Organisations

Ten grant applications were received for the round, totalling requests of \$23,865. A range of factors were considered to achieve a fair distribution. The recommended outcomes are indicated in the final column of the following table:

Organisation	Project	Project Cost \$	Grant Requested \$	Grant Recommended \$
Anglican Parish of Quamby	Tree Removal	13,000	3,000	0
Bracknell PS Parents & Friends	Canberra Capital Tour	36,450	3,000	1,000
Deloraine A&P Society	Toilet & Kitchen Upgrade	294,000	3,000	3,000
Deloraine Devils Netball Club	Launching Net-Set-Go	3,900	1,950	1,950
Harvest Helpers	Juicer & Dehydrator	2,744	2,300	2,000
Goodstart Early Learning	Physical Health Program	3,800	3,000	0
Make a Wish Foundation	Special Children's Christmas Party	300	300	300
MV Community Radio	Renovations and Licence	2,540	2,540	2,540
MV Suns FC	Footballs for Match Days	6,900	3,000	0
Westbury PS Parents & friends	Maypole Festival 2018	2,125	1,475	1,475
West. Tiers Community Club	Seniors' Week Bowls Carnival	600	600	600
		366,359	24,165	12,865

Eight allocations equalling \$12,865 are recommended for approval by Council. These have a total project cost of \$342,659. In addition, voluntary labour is estimated in excess of \$23,000.

The committee determined that three applications did not meet Councils community incentive grants policy guidelines. They are as follows:

- Anglican Parish of Quamby, tree removal, grants will not be given for money already spent. The tree removal has been completed.
- Goodstart Early Learning, health program, grants will not be given to directly fund a salaried or waged position. The organisation is not substantially reliant on volunteer membership.

- Meander Valley Suns, purchase of footballs, the application was incomplete and requests for complete information was not successful. The applicant can reapply with a complying application in a future round.

AUTHOR: Patrick Gambles
COMMUNITY DEVELOPMENT MANAGER

12) Recommendation

It is recommended that Council approve the recommendations of the Community Grants Committee for the following allocations:

Organisation	Project	Grant Recommended \$
Bracknell PS Parents & Friends	Canberra Capital Tour	1,000
Deloraine A&P Society	Toilet & Kitchen Upgrade	3,000
Deloraine Devils Netball Club	Launching Net-Set-Go	1,950
Harvest Helpers	Juicer & Dehydrator	2,000
Make a Wish Foundation	Special Children's Christmas Party	300
MV Community Radio	Renovations and Licence	2,540
Westbury PS Parents & friends	Maypole Festival 2018	1,475
West. Tiers Community Club	Seniors' Week Bowls Carnival	600
		12,865

DECISION:

GOV 2 NOTICE OF MOTION – RELOCATION OF LIGHTS **AT THE DELORAINE COMMUNITY COMPLEX –** **CR IAN MACKENZIE**

1) Introduction

The purpose of this report is for Council to approve a Notice of Motion from Cr Ian Mackenzie to relocate the existing lights within the Deloraine Community Complex from 4 rows of 10 to 5 rows of 8 and realign them with the gaps between courts used for Badminton.

2) Background (Councillor Ian Mackenzie)

Over the past number of years there has been continued complaints made by the Deloraine Badminton Association in regards to the unevenness of lights and light in the middle of some of the badminton courts. For those that have played badminton there are often a number of times that a player looks up during a game.

Court 1, 4, 5 and 8 has lights almost to the left or almost to the right side of court depending on which side you're playing on.

Court 2, 3, 6 and 7 has lights straight over the middle of the court.

These light were installed 2014 (approximately) and are different to the lights to those shown to the club when consulted being brighter and clearer light than the lights shared, which has not been achieved hence this motion.

I have discussed this with a number of basketball players and netball players and they believe that there would be little to no impact on their game and many have mentioned they rarely notice the brightness of the lights.

Since then due the number of complaints from badminton, there has been a number of discussions around moving the lights, on a number of occasions it has been stated that lights couldn't be moved but when the new basketball ring were installed 6 lights were moved which I believe has not affected basketball (based on no complaints). It was also stated that a lighting engineer (specialist) set up the spread or format of lights for evenness of light across the complex floor their sporting credentials were not discussed.

3) Strategic/Annual Plan Conformance

Not applicable.

4) Policy Implications

Not applicable.

5) Statutory Requirements

Not applicable.

6) Risk Management

Council would need to be satisfied that the relocation of the lights did not compromise the requirements of other users of the facility.

A review of the Deloraine Badminton Association concerns, if they have any, by a lighting consultant, including discussions with the other sporting associations would be recommended before any changes were made.

7) Consultation with State Government and other Authorities

Not applicable.

8) Community Consultation

The Deloraine Badminton Association held a tournament after the lights were originally installed. Lynette Gleeson, President, provided positive feedback on the light quality.

9) Financial Impact

The full cost of moving the lights is unknown at this point in time, but the minimum cost would be between \$8,000 - \$10,000;

- Lighting consultant
- Electrician, new wiring, scissor lift)

10) Alternative Options

Council can elect to not support the recommendation.

11) Officers Comments

It is important that Council does not act without consulting other users to consider their needs at the facility and determining what the requirements are for other sports using the courts.

The request to review the lighting at the Deloraine Community Complex should be made by the Deloraine Badminton Association directly to Council and it should be referred to the Council's property manager.

It is recommended that Council does not support the Notice of Motion.

AUTHOR: Martin Gill
GENERAL MANAGER

12) Recommendation (Councillor Ian Mackenzie)

It is recommended that Council resolve to relocate the lights within the Deloraine Community Complex from 4 rows of 10 to 5 rows of 8 and realign them with the gaps between courts used for badminton.

DECISION:

GOV 3 NOTICE OF MOTION – CAMPING AT BRACKNELL RIVER RESERVE – CR IAN MACKENZIE

3) Introduction

The purpose of this report is for Council to approve a Notice of Motion from Cr Ian Mackenzie to re-open camping at the Bracknell River Reserve and in doing so charge \$3 per night per recreational vehicle or van.

4) Background (Councillor Ian Mackenzie)

Council has received a number of Statutory Declarations from the community members of Bracknell all stating that this has always been a camp site for over 25 years or more, I believe this provide sufficient evidence that existing use rights currently exist. Correspondence from the Government on their advice of the issues surrounding camping around free camping/camping was to be released around 30 June and delayed until 30 July. The economic regulator has never stated that camp sites should be closed; he has stated they should not be free. He has stated in a number of different media formats that \$6.00 would cover the costs. Our neighbouring council has gone through a number of processes as per my questions at June Meeting 2018 and came to the conclusion not to have fee on their permits. Council is also waiting on a response from the Crown Land Services, Tasmanian Parks and Wildlife Service, DPIPW on agency file F03-76-78 on the old town chart.

\$3.00 as a interim is that it is half way between economic regulator and our neighbouring council. I believe due to the delay in the governments advice and potential further delays. Council also waiting on other advice as per my background. Then council having the time to deliberate on that advice I don't want the businesses of Bracknell to miss the next or future tourism seasons while all levels of government reside over this issue. There has been a wide range of communication and anecdotal evidence from businesses and community members as to the benefits that campers have brought to their communities, and this is not free camping.

As it has only cost council a couple of hundred dollars to install a concreted removable metal bollard at the Bracknell River Reserve, I envisage that installing a metal honour box not to be too much more.

3) Strategic/Annual Plan Conformance

Not applicable.

4) Policy Implications

Not applicable.

5) Statutory Requirements

Not applicable.

6) Risk Management

If Council was to reopen the Bracknell River Reserve for camping in the manner suggested in the Notice of Motion it would open itself up for censure and potential investigation by the Economic Regulator.

There is also a risk that Council would be in contravention of the Land Use Planning & Approvals Act 1993.

To minimise reputational, financial and governance risks Council should do one of two things before considering the Bracknell River Reserve for camping:

- Wait for State Government Review of National Competition Policy Principles and Council Owned Camping Facilities to be completed before determining any course of action; or
- Undertake the process recommended in the Statewide Directions Paper – Review of Council Recreational Vehicles Overnight Camping Services, including but not limited to;
 - Undertaking full cost attribution modelling
 - Securing the appropriate development permits
 - Resolving the complaints lodged by local caravan park operators

7) Consultation with State Government and other Authorities

Council officers have been reviewing the current lease agreement with Crown Land Services.

8) Community Consultation

There has been no formal consultation with the broader Bracknell community.

A number of local Bracknell residents have written to Council since the Bracknell River Reserve was closed to overnight camping. The majority of letters received support the camping activity and are seeking to have the activity start again.

It should also be noted that a number of parties have written to Council supporting the closure.

9) Financial Impact

If Council applies the full cost attribution model to the activity then there should be no financial impact in the longer term. There would be some upfront costs to establish the site and obtain the relevant permits but these should be accounted for in the modelling and the subsequent camping permit fees.

If the recommendation of Cr Mackenzie was supported there are some potential costs to Council. These are estimated as follows:

- Increased maintenance and mitigation of risk - \$5,000
- The cost of obtaining relevant development permits - \$5,000
- Preparation of the site and installation of new signage - \$5,000
- Management, administration and monitoring of the activity - \$10,000

10) Alternative Options

Council can elect to amend or not support the recommendation.

11) Officers Comments

Council officers understand the intent of the motion but do not support it at this time. It would be premature to take any action to allow camping at the Bracknell River Reserve until:

- State Government Review of National Competition Policy Principles and Council Owned Camping Facilities is completed
- Council has undertaken a review of the Policy No. 89 Camping on Council Reserves
- The appropriate development approvals are in place
- Consultation with local caravan park owners has taken place
- Consultation with local residents has taken place

It is also noted that the proposed Notice of Motion does not align with previous Council decisions including the following:

- Camping in Council Reserves, Parks & Sporting Facilities
81/2017 APRIL
- New Council Policy No 89 – Camping in Council Reserves
247/2017 NOVEMBER

It is recommended that Council does not support the notice of motion.

AUTHOR: Martin Gill
GENERAL MANAGER

12) Recommendation (Councillor Ian Mackenzie)

It is recommended that Council resolve to:

- 1. Reopen camping at Bracknell River Reserve within 14 days from today's date.***
- 2. Charge a fee of \$3 per night per van at the Bracknell River Reserve and payments will be made through an honour box system (as used by parks and wildlife service) to be implemented by council.***
- 3. Have this as an interim measure until council has had the opportunity to address all issues associated with this service.***

DECISION:

GOV 4 THE KANAMALUKA/TAMAR ESTUARY RIVER HEALTH PLAN

3) Introduction

The purpose of this report is for Council to endorse The Kanamaluka/Tamar Estuary River Health Plan (Plan)

4) Background

On 20 April 2017 the Federal Government, State Government and City of Launceston signed the Launceston City Deal. The purpose of the City deal was to help position Launceston '*as one of Australia's most liveable and innovative regional cities*'.

One of the key commitments in the Launceston City Deal was:

Taking action for a healthier waterway: Better governance and planning to improve the health of the Tamar Estuary

To meet this commitment, the Tasmanian Government established a Tamar Estuary Management Taskforce (Taskforce) to oversee the development of a River Health Action Plan. Taskforce membership included representation from each local government organisation in the Tamar catchment. Mayor Craig Perkins represented Meander Valley Council.

The Taskforce established the following terms of reference. The Plan should include:

- recommendations for priority government investments and policy actions
- preferred options for mitigating the effect on the Tamar Estuary of the combined sewerage and stormwater system
- arrangements for the long-term oversight and ongoing governance of the health of the Tamar Estuary and its catchments
- measurable targets and accountability for meeting them over the life of the City Deal and the longer term.

In setting the terms of reference the Taskforce also determined that the priority for the Plan would be to identify initiatives to improve public

health measures of water quality in the section of The kanamaluka/Tamar Estuary between Launceston and Legana. The Plan was developed through 2017 and released in February 2018.

The recommendations of the Plan include three key actions:

- undertake work in the upstream catchment areas to improve management of riparian vegetation and dairy effluent
- upgrade and improve the function of existing infrastructure servicing the combined sewerage system in Launceston
- determine appropriate governance arrangements for ongoing management of The kanamaluka/Tamar Estuary

A copy of the Plan is attached.

On 7 May 2018 the Chair of the Taskforce, Mr Allan Garcia, wrote to Meander Valley Council, confirming that Federal and State Government had committed funding to the projects and initiatives set out in the Plan. In his letter the Chair also sought formal Council endorsement of the Plan, stating:

... endorsement would build momentum behind the implementation and, with similar support sought from TasWater and the other councils in the Estuary catchment, would provide a unified validation of the expected benefits.

3) Strategic/Annual Plan Conformance

Furthers the objectives of the Community Strategic Plan 2014 to 2024 in particular:

- Future direction (1) – a sustainable natural and built environment
- Future direction (4) – a healthy and safe community
- Future direction (5) - Innovative leadership and community governance

4) Policy Implications

Not applicable.

5) Statutory Requirements

Not applicable.

6) Risk Management

Not applicable.

7) Consultation with State Government and other Authorities

The Plan has been developed in association with the State Government.

The Launceston Flood Authority was a member of the taskforce as were NRM north.

TasWater was part of the Combined System Overflow Working Group formed to provide expert input into the Plan.

8) Community Consultation

Public consultation was undertaken between 16 September 2017 and 20 October 2017.

9) Financial Impact

Not applicable.

10) Alternative Options

Not applicable.

11) Officers Comments

The appointment and subsequent work produced by the Taskforce has resulted in a number of encouraging outcomes, including:

- A collaborative, cross agency approach that has built on existing research and knowledge to create a shared purpose
- Agreement, prioritisation, and direction on the most effective actions to improve river health
- The attraction of significant State and Federal funding to implement the Plan
- A commitment to ongoing management of The Kanamaluka/Tamar Estuary

The Plan reflects the solutions developed by the respective working groups. The working groups have recommended actions that respond

to the terms of reference and overall purpose of the project. The recommendations in the Plan are grounded in technical knowledge, quantifiable data and ongoing research. They provide an achievable and measurable framework for improving river health.

For these reasons it is recommended the Council resolves to endorse The Kanamaluka/Tamar Estuary River Health Plan.

AUTHOR: Martin Gill
GENERAL MANAGER

12) Recommendation

It is recommended that Council resolve to:

- 1. endorse The Kanamaluka/Tamar Estuary River Health Plan***
- 2. write to the Chair of the Tamar Estuary Management Taskforce to advise of Council's decision.***

DECISION:

December 2017

Tamar Estuary River Health Action Plan



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Executive Summary

Background and Process

The Tamar Estuary Management Taskforce (the Taskforce) was established under the Launceston City Deal with an aim of identifying investments to improve the health of the Tamar Estuary. As part of this work, the Taskforce was charged with delivering a River Health Action Plan (this Plan) by the end of 2017.

Influences including the City's combined sewerage and stormwater system, the inability to flush sediment due to marine tides meeting freshwater rivers, agricultural practices further up in the catchment, historical industrial practices, outflows from multiple waste water treatment plants throughout the Estuary, river floods and man made changes to the flow and channel of the Estuary have all been cited as reasons for the Tamar not meeting modern expectations of health and amenity.

The Taskforce identified improving public health measures of water quality in the Launceston to Legana part of the Estuary as its initial priority. Two Taskforce working groups were subsequently established - one considering best value for money actions in the Estuary's catchments to stop the flow of pathogens into the Tamar (the Catchment Action Working Group) and a second looking at possible actions to mitigate untreated overflows from the City's combined sewerage and stormwater system (the Combined System Overflow Working Group).

The Taskforce conducted a public consultation process calling for submissions regarding the level of service expected from the Estuary and asking for evidence based proposals for improving Estuary health. While the Taskforce had decided its initial work would focus on public health measures in the upper catchment, it was conscious that there may be other views as to what the priorities for the Estuary are and was anxious to capture these.

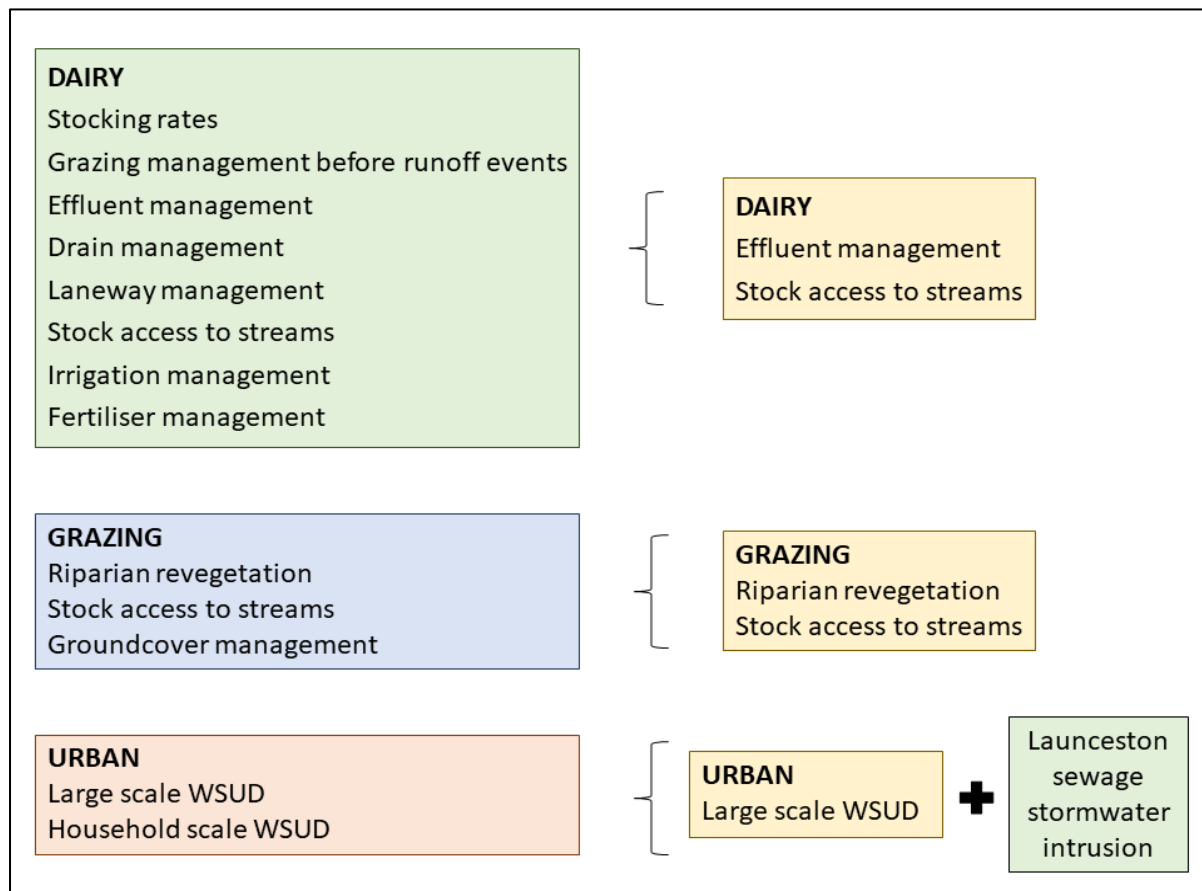
Catchment Action Working Group

The Catchment Action Working Group utilised and extended upon the analysis already completed by the Tamar Estuary and Esk Rivers (TEER) program, but with a narrower focus on the public health actions that had been identified in TEER's Water Quality Improvement Plan 2015 (WQIP).

Actions considered targeted pollutants coming from dairy, grazing and urban areas. These land uses are the three largest contributors to pathogen loads in the greater Estuary catchment and are also major controllable sources of nutrient and sediment loads.

These actions, captured in the green, blue and red boxes in the figure below, were assessed against the following criteria to determine which would provide the best value for money.

- High leverage – actions must have a large relative impact on pollutant loads.
- Adoptable – feedback from key stakeholders must indicate that actions can be adopted at sufficient levels with incentives.
- Measurable – actions need to be able to be accounted for within a planning and investment cycle.

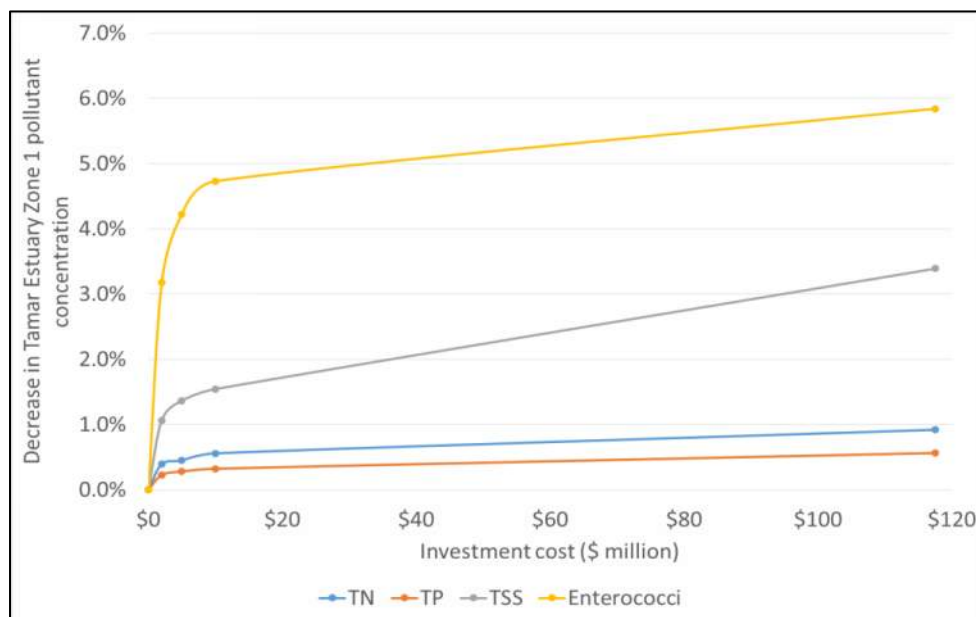


In the dairying and grazing spaces, large benefits were determined available from limiting stock access to streams to minimise input of faecal matter into tributaries, while improved effluent management practices in dairies and the implementation of riparian zones on grazing properties were also assessed to have good potential for pathogen load reduction. The Macquarie and North Esk catchments are the focus of these actions and build on the significant success NRM North have had in addressing these challenges in the Meander catchment.

With respect to the urban catchment actions, the WQIP 2015 had focused on water sensitive urban design (WSUD), but it was found that these actions don't provide great benefit for cost when looking at pathogen load reduction. Instead action options in the urban area turned to focussing on removing cross connections from separated sewerage and stormwater systems, where recent programs by Launceston City Council had been shown to deliver good reductions in sewage load during overflow events.

Three different investment budgets, \$2 million, \$5 million and \$10 million, were considered and a series of actions allocated for each budget amount. The chart below shows the expected reductions in pathogen, nutrient and solids concentrations in the Launceston to Legana zone (Zone 1) at the various investment levels. The far right of the chart includes the benefits possible from a full investment of all the programs initially considered by the Working Group (\$117 million).

The findings show that there are significant benefits in reducing Zone 1 pathogens that cause a threat to public health (i.e. enterococci) for relatively small investments. It is the Taskforce's view that a \$10 million investment in catchment actions would be preferable and deliver around 80 per cent of what is possible for the full \$117 million of initially considered actions.



Combined System Overflow Working Group

The Combined System Overflow Working Group leveraged off work already commenced by the Launceston City Council to build a detailed hydraulic model of the combined system. The model allowed a better understanding of how the network functions in various levels of rainfall event and through this greater detail became known about where the majority of overflows from the system occur. The Group then shortlisted a number of possible mitigation treatments (captured in the table below).

Treatment option	High level description
7. Legislation, regulation and policy improvement	Changes to the legislative and regulatory environment to incentivise continuous improvement of the combined system
8. Community information and education	Ongoing monitoring of river health to facilitate continuous system improvement, education streams and warnings in the event of an overflow
9. Operational improvements and system optimisation	Review existing operational environment of the combined system to ensure existing infrastructure is operating efficiently and effectively (i.e. Margaret Street Detention Basin and weir levels at CSO locations)
10. Green infrastructure (primarily WSUD treatments)	Develop the framework required to transition from "traditional" drainage systems to WSUD drainage systems including detention, wetlands, ponds, bio-filtration systems and infiltration systems to decrease runoff frequency, volume and peak flow. Green infrastructure would also be considered for the immediate mitigation options
11. Screening, preliminary treatment and/or	Installation of screening and chemical treatment facilities at the 3 key CSO locations

Treatment option	High level description
disinfection at CSO locations	
12. Offline storage	Underground storage tanks located at the key CSO locations
13. Live storage	Storage within the existing system, requiring baffles, weirs, actuators at the 3 key CSO locations
14. Separation	Full separation of the combined system and construction of a separated sewer and stormwater network
15. Diversion of separated sewage catchments	Diversion of the West Launceston and South Launceston trunk sewerage mains directly to the Ti Tree Bend STP
16. Diversion of separated stormwater catchments	Construction of required stormwater drainage components to enable direct discharge to the Estuary at Margaret Street
17. System upgrade i.e. additional combined rising main to Ti Tree Bend and reconfiguration of network components	Increase the pump rate to Ti Tree Bend for the key CSO locations
18. Consolidation and movement of discharges further downstream.	Pump combined discharge further downstream to where the Estuary widens and dilution is increased

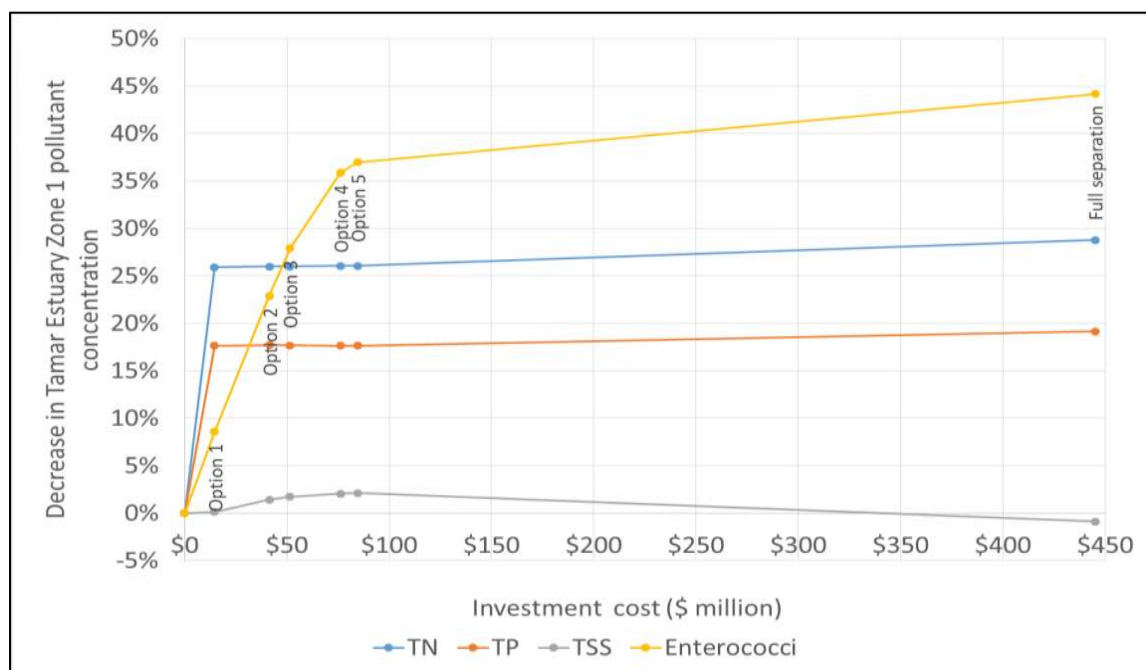
A multi-criteria analysis and preliminary examination of these treatments led to a shortlisting of six “hard” infrastructure projects as being the most feasible in terms of their practical delivery and expected return on investment as measured by reduction of sewage loading to the Estuary.

These projects were:

1. The West Launceston Diversion – a diversion of the separated sewerage catchment that currently joins the combined system at the Margaret Street pump station (and therefore which can then be overflowed to the Estuary in higher rainfall events) and instead extend the trunk main directly to Ti Tree Bend sewerage treatment plant;
2. New Combined Rising Main – a project to upgrade the Margaret Street pump station to allow for greater pumping rates and adding a new combined rising main to Ti Tree Bend to accommodate the increased flows;
3. An offline storage located at New Margaret Street Pump Station – a project to provide a storage to capture the “first flush” sewage that would otherwise spill straight to the Estuary in higher rainfall events, that can then be bled back into the system and receive treatment at Ti Tree Bend;
4. An offline storage located at Forster Street Pump Station – as with project 3;
5. The South Launceston Diversion – similar to project 1, this project would see the separated sewerage catchment that joins the combined system at Shields, Tamar and Willis Streets being redirected to a new pump station and sent straight to Ti Tree Bend; and
6. The offline storage proposed to service the Esplanade – as with projects 3 and 4.

As a number of these projects will increase the flows being received directly by Ti Tree Bend Sewerage Treatment Plant, an analysis of that Plant's performance in higher flow conditions was completed. This showed that while the Plant would continue to perform well in treating enterococci and addressing suspended solids, its performance would be expected to drop off in terms of its nutrient treatment with the additional flows being received. It was the Taskforce's view that while its focus was on improving public health in Zone I, an outcome where that goal was met, but the ecological health of the Estuary decreased due to a decline in nutrient treatment, would be an unacceptable outcome.

For this reason, the Working Group also included a \$10 million project to upgrade nutrient treatment at Ti Tree Bend Plant which is based on preliminary project concepts and costing that TasWater has completed. While it is acknowledged that the Ti Tree Bend project costing is based preliminary estimates and has the potential to be understated by a higher degree than other projects identified, the chart below shows the expected reductions in concentrations in Zone I from implementing the six proposed combined system overflow projects and the upgrade of the Ti Tree Bend.



Full separation of the combined system has an estimated cost of \$435 million and assumes that this would decrease combined system overflows to the Estuary by 100 per cent. It is clear the proposed mitigation projects provide significant value for money and would reduce enterococci concentrations by more than 35 per cent in Zone I, or expressed another way, approximately a 70 per cent reduction in combined system sewage load for an estimated \$84.6 million total investment. Significant nutrient reduction would also be delivered from these initiatives.

As can be seen, full separation is extremely costly at over 4.5 times the cost of the projects proposed and would require works to be undertaken in up to 7,000 homes to ensure separation of private plumbing infrastructure, not to mention the complexity of works that would occur in commercial parts of the City. This upheaval would be considerable and the total cost may be conservative depending on the level of complexity of rectification works on private pipes, the location of driveways, garages and trees and the for commercial customers the potential loss of trade while works were undertaken.

Recommended Projects and Implementation

The table below outlines the individual and combined value of the projects and actions that the Taskforce believes will yield the best value for money improvements to the Tamar Estuary. The Taskforce is of the view that significant benefits can be delivered to the health of the Tamar Estuary for an investment of under \$100 million.

Projects	Estimated Cost (\$ million)
Catchment Actions	
Brumbys-Lake, Macquarie, Meander & Tamar - Dairy	1.10
North Esk - Grazing	1.33
Upper Tamar – Grazing	1.66
Brumbys-Lake, Meander and South Esk – Grazing	5.41
Launceston sewage stormwater intrusion	0.50
Combined system actions	
Esplanade storage	6.7
Forster St storage	8.4
New Margaret St storage	10.0
South Launceston Diversion	18.1
West Launceston Diversion	4.6
New combined rising main	26.8
Ti Tree Bend plant nutrient removal upgrade	10.0
Total	94.6

The catchment actions will need to be implemented in partnership with a number of key organisations. It is expected that grazing and dairy action programs would be implemented by NRM North in partnership with Dairy Tasmania and the Tasmanian Farmers and Graziers Association. Past experience in on-ground investments indicates that a planned investment of \$1 million per year is appropriate.

Evidence from similar programs in other Tasmanian catchments reveals that along with early adopters of a such program, momentum is generally created by the relatively large scale investment, with local landholders seeing the benefit of actions on neighbouring farms and the creation of new behavioural norms amongst local farming communities. The program will need to be flexible in terms of the approaches used to ensure ongoing adoption over time (for example the use of market based mechanisms or higher incentive rates for more difficult works may need to be considered).

Works to address sewage intrusion into Launceston's stormwater system would be led by Launceston City Council in partnership with TasWater as required. It is expected that these works could be undertaken over a 2 to 5 year period, depending on the scale of investment.

With respect to the combined system investments, the upgrade to Ti Tree Bend and the West Launceston Diversion would be the most sensible projects to commence first. It is expected that these upgrades could be completed in a two year time frame, but clearly require TasWater's involvement and agreement as asset owner. While these projects are conceptually part of TasWater's Launceston Sewerage Improvement Plan, it is not currently clear how prioritising these works for the benefit of Estuary health would align with TasWater's priorities, nor what funding from TasWater may be appropriate. A negotiation with TasWater will be necessary to understand issues of timing and capacity for delivery.

The South Launceston Diversion is probably a more long term project given the disruption it would cause given its likely route. This project may need three years to undertake and be in the latter tranche of the rollout of projects. The offline storages and the new combined rising main from Margaret Street pump station are more discrete and could be completed in the period between the Ti Tree Bend upgrade /West Launceston Diversion and the South Launceston Diversion.

Other Recommendations

The Taskforce is committed to progressing a number of other recommendations made in the Plan. Firstly, there is need for a comprehensive communications and education plan to be delivered around the proposed recommendations. The Taskforce notes that there is a lack of common understanding amongst the community around how the Estuary operates, both in terms of the natural features and the impact of human interventions. The recommended projects need to be presented in this context. The expected improvements from investment must also be presented in an accessible and tangible form that the community can readily understand. The Taskforce (or its replacement) should develop this content if the recommended projects are funded.

On the issue of funding, Launceston City Council will commit funding to assist delivery of the proposed combined system projects, though Council has not yet approved an amount. Negotiation with TasWater will be required to agree a funding contribution for the recommended combined system projects that are comprised within its Launceston Sewerage Improvement Project. TasWater's timing for these projects may not align with the Taskforce's intended schedule and as such some negotiation may be required to bring the works forward. Funding of the proposed dairy and some of the grazing catchment action initiatives could be funded from the allocation provided to the Taskforce by the Department of Energy and Environment and it is recommended that this source of funds be allocated for that purpose.

In addition to the hard infrastructure projects and catchment actions, the Taskforce also recommends that the Department of Primary Industries, Parks, Water and Environment develops a discussion paper that overviews the current regulatory arrangements for the combined system, with a view to a more detailed review by EPA Tasmania that canvasses the options and potential costs and benefits of a more formal regulatory framework for the combined system. Despite local community concerns, combined systems operate successfully around the world and the common approach appears to be to set up a regulatory arrangement that requires best practice management and continuous improvement of the network. The intention is for the recommended discussion paper to be prepared and released before the end of the first quarter of 2018, with feedback to be sought from stakeholders regarding whether a detailed review and possible reform is supported.

An increased monitoring and analysis program is considered necessary by the Taskforce to accompany the proposed actions and investments. This will ensure that progress against the target improvements can be tracked and reported on and any learnings captured to aid future management decision making or to improve on actions and investments yet to be undertaken. An extended monitoring regime that would provide measurable data to assess the success of actions proposed by the Taskforce is likely to cost in the order of \$250,000 per annum.

Two other pieces of work are still being progressed by the Taskforce with an intention to deliver findings by the end of the first quarter of 2018. The first of these is a recommendation for an ongoing governance structure for the Estuary, while the second will respond to the submissions received through consultation that seek an approach to improving the visual and recreational amenity associated with the process of sedimentation. Specialist advice is being sought on each of these issues.

Recommendations

The Taskforce makes the following recommendations:

1. Catchment actions to the value of \$10 million be implemented across dairy, grazing and urban areas. These actions will seek to exclude stock from streams, rehabilitate riparian vegetation buffers on grazing properties, ensure better effluent management on dairy farms and remove sewage intrusion into separated stormwater system in urban Launceston. These actions are expected to reduce pathogen concentrations in the Launceston to Legana zone of the Estuary by more than 4 per cent.
2. Priority projects to the value of \$84.6 million are implemented within the combined system. The projects include improved pumping rates and transmission capacity to take greater volumes of combined system flows to Ti Tree Bend sewerage treatment plant, implementing a series of off line storages to capture the “first flush” of combined system sewage which would otherwise overflow into the Estuary and diverting separated sewerage catchments straight to Ti Tree Bend instead of them joining the combined system at Margaret Street and the Esplanade. These projects are expected to reduce pathogen concentrations in the Launceston to Legana zone of the Estuary by more than 35 per cent.

Projects	Estimated Cost (\$ million)
Catchment Actions	
Brumbys-Lake, Macquarie, Meander & Tamar - Dairy	1.10
North Esk - Grazing	1.33
Upper Tamar – Grazing	1.66
Brumbys-Lake, Meander and South Esk – Grazing	5.41
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New Margaret St storage	10.0
South Launceston Diversion	18.1
West Launceston Diversion	4.6
New combined rising main	26.8
Ti Tree Bend plant nutrient removal upgrade	10.0
Total	94.6

3. A discussion paper is prepared by the Department of Primary Industries, Parks, Water and Environment of the regulatory arrangements surrounding the combined system in consultation with relevant stakeholders. The paper would then form the basis of a review to be undertaken by EPA Tasmania on potential changes to the existing regulatory framework to recognise and regulate combined systems consistent with best practice frameworks elsewhere.
4. An increased monitoring and analysis program in the Estuary to accompany the proposed actions and investments. This will ensure that progress against the expected improvements can be tracked and reported on and any learnings captured to aid future management decision making or to improve on actions and investments yet to be undertaken.

5. The Taskforce continue work to determine appropriate ongoing governance arrangements for the Estuary and what actions may be taken to improve amenity values associated with sedimentation.

I. The kanamaluka/Tamar Estuary, its catchment and the Launceston Combined System

At 70 kilometres long, the Tamar is one of the longest estuaries in Australia. The catchment that feeds the Estuary is around 10,000km² in area and it encompasses a number of uses such as grazing, dairying, forestry, mining, residential and industrial activities.

As can be seen, what happens as far away as Tunbridge, Fingal and Deloraine can impact on the Estuary's health at Launceston or George Town. Key tributaries include the North Esk, South Esk, Macquarie and Meander Rivers.

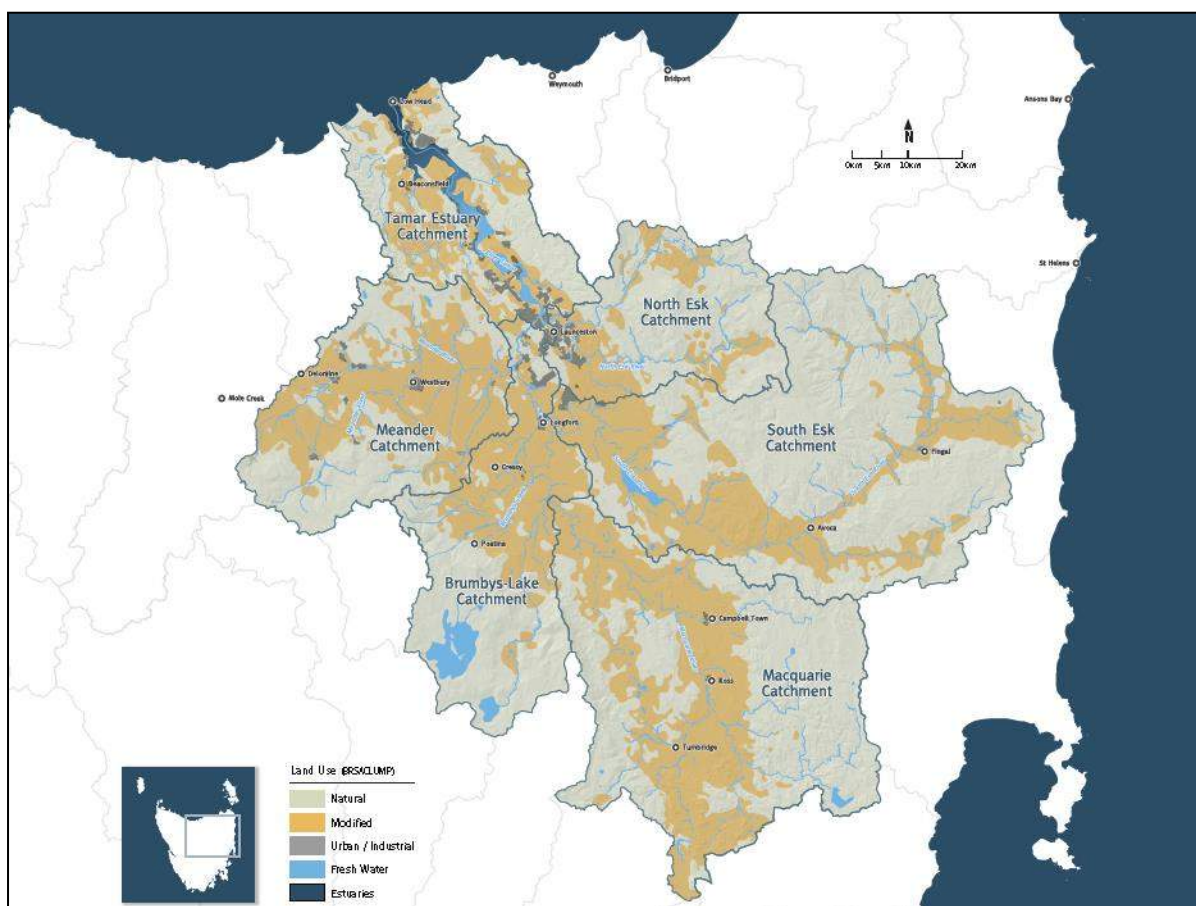


Figure 1. The Tamar Catchments

There is a long held desire by the Launceston community to improve the health of the Estuary, particularly the area around the Yacht Basin at the confluence of the North Esk, South Esk and Tamar Rivers. Many of Launceston's older residents recall a beach at Royal Park (which was in fact man made from sand imported from George Town) and there is a view amongst much of the community that primary contact with the water (e.g.

swimming) should be the norm, not the exception. However, the health of the Estuary is influenced by many factors, some inherent in nature, some as a consequence of the social and economic history of the region.

Influences including the City's combined sewerage and stormwater system, the inability to flush sediment due to marine tides meeting freshwater rivers, agricultural practices further up in the catchment, historical industrial practices, outflows from multiple waste water treatment plants throughout the catchment, river floods and man made changes to the flow and channel of the Estuary have all been cited as reasons for the Tamar not meeting modern expectations of public amenity.

It is worth highlighting that Launceston's combined system is somewhat unique to Australia. It is the only major city that still has part of its stormwater and sewerage system utilising the same system of pipes. While it may be unique in Australia, combined systems are still prevalent in many major cities around the globe, including London and Paris. Their network of pipes are designed to carry the larger stormwater flows and thus are much bigger than that of a separated sewerage network and have a number of benefits. For example, run off from roads such as motor oils, contaminants washed down from the catchment and dog faeces, receive treatment in Launceston, which isn't the case in the rest of the State.

Historically combined systems were seldom designed to accommodate all rainfall events as this was often not possible or economically/technically feasible. This led to the systems having dedicated overflow points where any stormwater and sewage in the pipe at the time of a large rainfall event would also overflow. In the case of Launceston, there are 62 overflow points in the system, with around 15 that can overflow with sewage and these overflows ultimately end in the upper reaches of the Tamar.

Previous research into the system suggested that the most frequently overflowing points in the system were spilling, on average, more than once weekly or in rainfall events of 4-5 mm. However, there was little consensus on the scope and scale of the issues created by the combined system as there was not a significant analysis of the historical body of detailed water quality monitoring, under varying weather conditions, to understand just what impact these overflows have and how long they last.

The data available shows that relative to pathogen levels as recently as the early 1990s, there has been significant improvement in the public health measures in the upper Estuary.

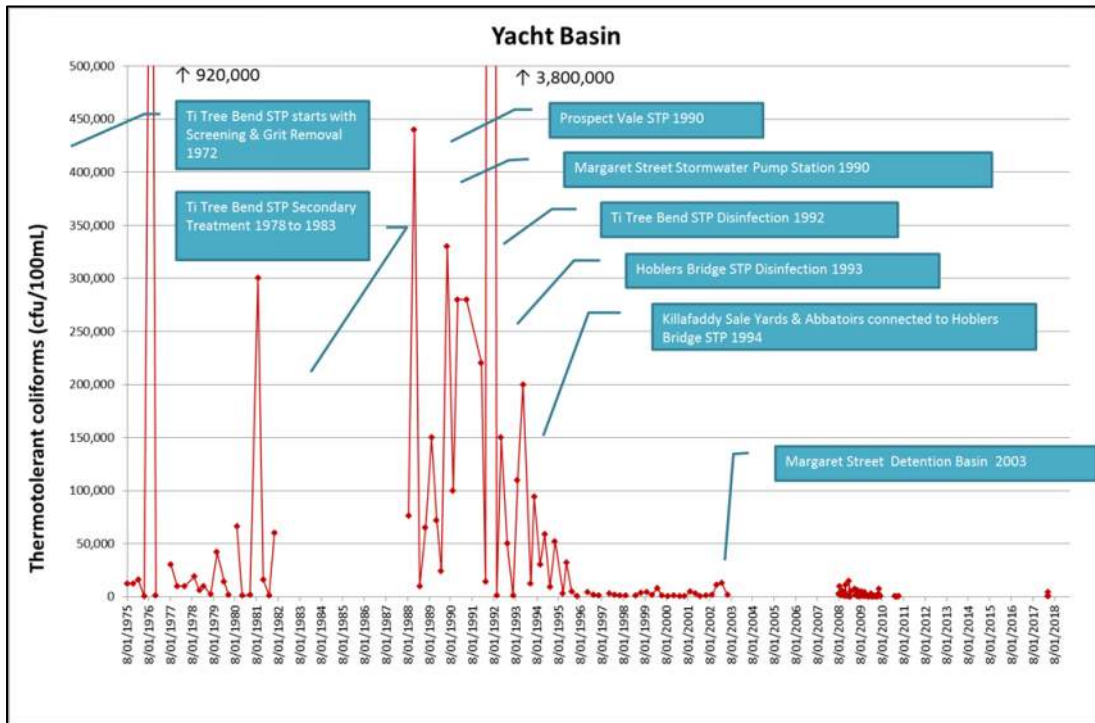


Figure 2. Historical pathogen concentrations in the Upper Tamar (colony forming units per 100ml)

Past proposals for improving water quality have not been short in supply, but there has been no consensus as to the actions that will yield the best value for money improvements across public health, ecology and amenity values. While a complete separation of the combined system may be preferable, it would be extremely costly, potentially technically infeasible in part and would require upheaval across the city for a significant period. It would also not address all the diffuse sources of pollution entering the Estuary from further up in the catchment.

2. Tamar Estuary Management Taskforce

2.1 Launceston City Deal

The Launceston City Deal is a five-year plan (from 2017 to 2022) to position Launceston as one of Australia's most liveable and innovative regional cities. The Commonwealth Government, Tasmanian Government and City of Launceston are working together with local partners to achieve this shared vision for Launceston.

The City Deal commitments aim to maximise Launceston's potential through targeted investment to deliver:

- jobs and skills growth;
- business, industry and population growth;
- a vibrant, liveable city;
- innovation and industry engagement; and
- a healthy Tamar Estuary.

With respect to the last of the aims, the City Deal noted...

“The fragmented governance and management of the Tamar Estuary and its catchments is a barrier to improving river health. Responsibility falls across various government departments, agencies, local government authorities and private land holders with competing priorities that cannot be easily resolved. There is a lack of clear authority, responsibility and accountability for identifying and investing in priority actions and policies to improve water quality standards.”

It is in this context that the Tamar Estuary Management Taskforce was established under the City Deal.

2.2 Membership of the Taskforce and its governance

Appointed by invitation of the Treasurer, the Hon Peter Gutwein, the Taskforce is Chaired by Allan Garcia, Chief Executive Officer of Infrastructure Tasmania, and includes representation from councils surrounding the Estuary, a State Government agency and other stakeholders with key technical expertise relating to the Estuary.

The full membership comprises.

- Allan Garcia, CEO Infrastructure Tasmania (Chair)
- Mayor Christine Holmdahl, West Tamar Council
- Mayor Craig Perkins, Meander Valley Council
- Councillor Leisa Gordon, Northern Midlands Council
- Mayor Bridget Archer, George Town Council
- Shane Eberhardt, Launceston City Council
- Andrew Fullard, General Manager, Launceston Flood Authority

- Rosanna Coombes, CEO NRM North
- Rolph Vos, Chair of Tamar Estuary and Esk Rivers
- Martin Read, Department of Primary Industry, Parks, Water and Environment

The Taskforce reports to the Launceston City Deal Executive Board which comprises:

- Commonwealth Department of the Prime Minister and Cabinet (co-Chair)
- Tasmanian Government Office of the Coordinator General (co-Chair)
- Commonwealth Department of Education and Training
- The City of Launceston
- The University of Tasmania

The Board met twice in its first year (2017), then will meet annually, to monitor progress in implementing the Deal's commitments. The Taskforce is to deliver annual reports to the Launceston City Deal Executive Board on progress towards the targets it sets.

2.3 Taskforce Terms of Reference

The Taskforce met for the first time on 3 August 2017 and agreed a terms of reference for its work. Key amongst its scope and as set out in the City Deal, the Taskforce was charged with developing a River Health Action Plan by the end of 2017 (this Plan). The Taskforce agreed that the Plan should include:

- recommendations for priority government investments and policy actions;
- preferred options for mitigating the effect on the Tamar Estuary of the combined sewerage and stormwater system;
- arrangements for the long-term oversight and ongoing governance of the health of the Tamar Estuary and its catchments; and
- measurable targets and accountability for meeting them over the life of the City Deal and the longer term.

In commencing its work, the Taskforce acknowledged the significant work of the Tamar Estuary and Esk Rivers (TEER) partnership led by NRM North, including its 2015 Water Quality Improvement Plan and agreed that where appropriate this work would be built upon. It also acknowledged that there have been many past reports and investigations into the issues pertaining to Tamar Estuary health and did not have any intent to duplicate what has come before.

2.4 Initial priorities agreed by the Taskforce

To reach agreement on what its work program should be, the Taskforce first gained a common understanding of the measures of Estuary health.

To some, "Estuary health" relates to measures of public health (e.g. faecal contamination from human and animal sources as measured by enterococci levels in the water) which present the most immediate risk to the public. To others, it is the ecological health in the Estuary (e.g. the impacts of nutrients like nitrogen and phosphorous on the diversity of Estuary flora and fauna) and for some it is less about health measures and more about amenity

measures (e.g. the level of sedimentation in the yacht basin impacting on the ability to use pleasure craft or the visual amenity of less water flowing down the South Esk due to use for hydroelectricity generation).

Given the potential for a very broad scope, the Taskforce resolved that, based on the guidance within the City Deal and on the membership's collective view as to the key risk of poor Estuary health, its initial focus would be on looking at actions to improve public health measures. In essence, this is the risk to the population of primary contact with the Estuary, and the Taskforce decided to focus specifically on what TEER had already defined as "Zone 1", between Launceston and Legana.

This is not to say that the other measures of health and amenity are not important, nor are the other zones of the Estuary not important, but this narrowing of focus allowed this Action Plan to be developed by the end of 2017 and allowed the Taskforce to consult with the community about which of the other measures were seen as of most importance and which could be part of a future work program.

This led the Taskforce to focus on mitigating pathogens entering the Estuary from the combined sewerage and stormwater system and looking at other sources of pathogens coming down the catchment.

2.5 Establishment and scope of working groups

The Taskforce resolved to establish two Working Groups to support its efforts, particularly to provide specialist input and advice. The working groups were directed to focus on:

The Launceston Combined System Overflows

The working group's scope was to build on the Launceston City Council's hydraulic modelling of the combined system, agree a set of priority solutions to mitigate overflow events which could be tested through the hydraulic model, understand the impact of these solutions on public health outcomes in the Estuary and then cost priority works.

Catchment Actions

This working group sought to build upon the TEER Water Quality Improvement Plan 2015 and aimed to identify the most cost effective and beneficial investment scenarios to achieve outcomes for water quality improvement in Zone 1 with a focus on reducing pathogen loads from catchment diffuse and urban sources.

As necessary, other stakeholders were consulted by the Working Groups.

2.6 Initial funding for Taskforce activities

The Taskforce was provided with \$2 million for priority actions to reduce pollution from urban and rural land uses and address pollution from the combined sewerage and stormwater system. The Australian Government, through the Department of Energy and Environment, allocated \$1.5m (\$500,000 per annum for three years), while the Tasmanian State Government provided \$500,000.

A proportion of these initial funds have been utilised to support the Taskforce's Working Groups, with the Australian Government funding expected to largely be utilised for ongoing programs recommended by the Catchment Action working group.

Given any major infrastructure solutions would likely cost significantly above the initial funding allocations, the City Deal also required the Taskforce to explore funding and financing options for upgrades to the Launceston's combined sewerage and stormwater system, including through bodies such as the Clean Energy Finance Corporation.

3. Process and consultation

3.1 Tamar Facts paper and public consultation

In acknowledging that the Taskforce had narrowed its scope for the delivery of this initial Plan, it was felt that broader community should still be consulted regarding the aspects of Estuary health important to them. The Taskforce was of the view that as there has been such a history of diverse views on the problems, causes and solutions for Tamar health, these should be consolidated as part of this process to ensure all parties were given a voice.

The consultation period opened on 16 September 2017, with an advertisement placed in The Examiner, and concluded on 20 October 2017.

To assist this process, a short paper, Tamar Facts, was prepared by the Taskforce and released on the Infrastructure Tasmania website (see Appendix I). The intent of the paper was to present some of what the Taskforce considered to be the key agreed facts relating to the Estuary, but to also prompt respondents into answering key questions like “what expectations does the community have for use of the Estuary?” and “what level of service do they desire?”. Feedback was also sought on which form of Estuary health was seen as most important and what priority actions, informed by a sound scientific evidence base, should be implemented.

The Taskforce was of the view that if there was strong feedback on issues of Estuary health outside of public health, it would either encompass these into the existing working group efforts, or set up additional work streams.

3.2 Specialist input

Through the course of the Taskforce’s meetings, specialist input was sought from a number of organisations.

TasWater and LSIP

TasWater was invited to present on its Launceston Sewerage Improvement Program (LSIP), which provided the Taskforce with an understanding of the expected benefits of LSIP and the timing of the key works.

LSIP is a two stage program, with the first being a rationalisation of the six wastewater treatment plants around Greater Launceston to a new treatment facility at Ti Tree Bend, with a second phase that would upgrade the existing treatment plant at Ti Tree Bend (which receives the flows from the combined system). Collectively this program totals around \$370 million and, while it will have benefits for public health measures, it will primarily reduce nutrients loads from wastewater treatment plant outfalls.

The first phase of the program is nominally scheduled for TasWater’s fourth regulatory pricing period (2021 - 2024), but requires regulatory approval for the spending, which wouldn’t be considered by the Tasmanian Economic Regulator until 2020. In anticipation of this, TasWater is currently reviewing the LSIP Strategy to ensure that it meets the prudence and efficiency tests required by the Regulator. As a result the scope and timing of “Stage 1” and “Stage 2” may change.

With this program largely aiming to reduce nutrient loads and thereby assisting to improve ecological health in the Estuary, the Taskforce was comforted that its initial focus on public health was sensible. This said, only 20 per cent of nitrogen loads are a result of poorly performing wastewater treatment plants, while this figure is approximately 35 per cent for phosphorous. As such it was noted that the issue of ecological health may still need further action and would be influenced by consultation feedback.

Hydro Tasmania and impact of flow in the South Esk

The CEO of Hydro Tasmania attended the October 2017 meeting of the Taskforce and presented on Hydro's understanding of the impact of environmental flows through the Cataract Gorge on siltation in the Tamar and, in turn, public health measures.

Currently, a constant flow of 2.5 cumecs (2.5 cubic metres of water per second) is released to flow through Cataract Gorge for amenity reasons. It was noted that silt raking at 2.5 cumecs is barely effective in dispersing sediment and much greater releases are required to have a tangible impact. For example there was an early 2017 release for white-water kayaking of 18 cumecs for three days and this was combined with silt raking, which had significant short term impact. This is the reason that raking activities are currently coordinated with large rainfall events.

While it is Hydro's view that significant environmental flow release has little impact on improving public health measures, it was agreed that the Taskforce would work with Hydro Tasmania during its summer releases of 2017-18 for kayaking to establish the effects of large intermittent flows.

There has previously been discussion about recommissioning Duck Reach power station downstream of the Trevallyn Dam to offset potentially greater flow releases to the Gorge by Hydro, it was noted that the Trevallyn power station produces electricity 3 to 4 times more efficiently than Duck Reach could and as such the generation capacity of Duck Reach would not be sufficient to offset the loss of electricity production. The Trevallyn power station produces enough energy to power 80,000-90,000 homes and therefore any foregone production has an opportunity cost in terms of domestic supply or revenue generation into the National Electricity Market. In addition, the levels in the Dam, particularly over the summer are generally not sufficient to support the level and frequency of release required to have a material impact on sedimentation if electricity production is to be unaffected.

The Taskforce formed the view that there appears little benefit at this time in pursuing greater Hydro releases to aid the improvement of public health measures in the upper reaches, but will seek evidence through the summer period, noting the case would need to be compelling given the importance of the Trevallyn Power Station to electricity generation. However, there are demonstrable benefits to greater flows from a sedimentation removal viewpoint.

3.3 Submissions received and key themes

Eight submissions were received through the public consultation process and each of these is available on the Infrastructure Tasmania website (https://www.stategrowth.tas.gov.au/infrastructure_tasmania/tamar_estuary_management_taskforce).

While many of those received agreed with the Taskforce's initial assessment that improving the public health measures in upper Estuary is a priority, in almost every submission the issue of sedimentation was raised.

Various, submissions linked sedimentation build up to poor public health outcomes, poor ecological health and a lack of recreational amenity. However, the amenity issues seem to be a key priority for the community.

Proposals to deal with sedimentation have included:

- Making changes to Estuary bathymetries;
- Moving the Tailrace discharge to Yacht Basin;
- Returning higher flows from Trevallyn Dam to the South Esk;
- Changing the configuration of North Esk entry at the confluence of the Upper Tamar;
- Upstream detention basins;
- Alternatives to silt raking;
- Establishing a barrage; and
- Implementing speed limits on boats to stop riverbank erosion.

On the basis of the strength of support in submissions for improving sediment based amenity issues, the Taskforce determined that it would be appropriate to seek appropriate technical advice to peer review proposals put forward. The process for this work is documented in section 10.

4. Catchment Action Working Group

4.1 Membership

The Taskforce Catchment Action Working Group consisted of members from Dairy Tasmania (Jono Price and Rachel Brown), the Tasmanian Farmers and Graziers Association (Peter Skillern, Brigid Morrison and Nick Steel), the Environment Protection Agency (Martin Read and Glen Napthali), the Meander Valley Council (Martin Gill), the West Tamar Council (Rolph Vos) and NRM North (Rosanna Coombes), with technical and scientific modelling support provided by isNRM (Dr Rebecca Kelly).

However, the Group's Technical Report and the proposed Investment Plan (see Appendix 2) also benefited from review by the TEER Scientific and Technical Committee and Partnerships Committee.

4.2 Previous work available and updates completed

The Catchment Action Working Group's efforts build on the work previously undertaken in development of the TEER Water Quality Improvement Plan 2015 (WQIP) by NRM North for the catchment. The Technical Report and Investment Plan are a considerable step forward in the WQIP implementation for the Zone I area.

The WQIP and Investment Plan consider the impact of investment actions on four major pollutants: Total Nitrogen (TN); Total Phosphorus (TP); Total Suspended Sediments (TSS); and enterococci. TN and TP are nutrients. Elevated nutrient levels can feed the growth of nuisance algal growth in streams, dams and estuaries. This algae can increase turbidity and can smother and replace native plant and animal species. It can also make water dangerous for recreation and drinking.

High levels of TSS make water turbid and dirty looking and can smother and replace native plant and animal species, decreasing the health of waterways. Sediment exports from the freshwater system to the Estuary can also contribute to sediment accumulation in the Upper Estuary.

Enterococci is a bacteria used as an indicator of pathogen pollution. Pathogens come from animal or human faeces and when elevated can make people sick if they drink or recreate in water.

The Tamar Facts document (Appendix 1) and the Catchment Action Working Group Technical Report and Investment Plan (Appendix 2) both provide a more detailed discussion and breakdown of the specific sources of these pollutants within the Tamar catchment, but the following figure summarises the catchment by land use and the contribution of those land uses to catchment flow and pollutants.

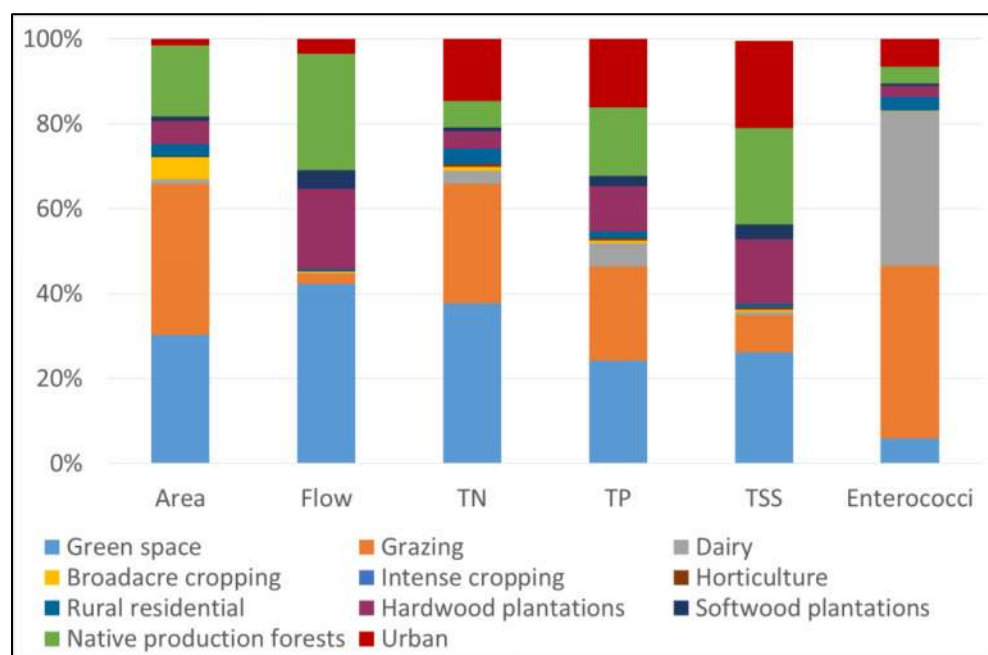


Figure 3. Relative contribution of different land uses to Greater TEER catchment loads, flows and area

As can be seen, dairy and grazing represent the largest contributors of enterococci and hence are the focus of the Group's proposed Investment Plan, though contributions from urban areas too are not insignificant.

4.3 Criteria for investment plan

The Catchment Action Investment Plan considers the range of actions evaluated and recommended in the TEER WQIP 2015. From these, a smaller group of actions were selected for consideration using the following criteria:

- High leverage – actions must have a large relative impact on pollutant loads
- Adoptable – feedback from key stakeholders must indicate that actions can be adopted at sufficient levels with incentives
- Measurable – actions in the Investment Plan need to be able to be accounted for within a planning and investment cycle

Actions considered target pollutants coming from dairy, grazing and urban areas. These land uses are the three largest contributors to pathogen loads in the greater TEER catchment and are major controllable sources of nutrient and sediment loads (i.e. loads that are able to be reduced through improved management actions as opposed to loads that are largely driven by uncontrollable factors such as rainfall and high slope).

4.4 Actions considered

The figure below shows the range of actions for each land use considered in the WQIP and the actions selected using the above criteria for assessment in this Investment Plan.

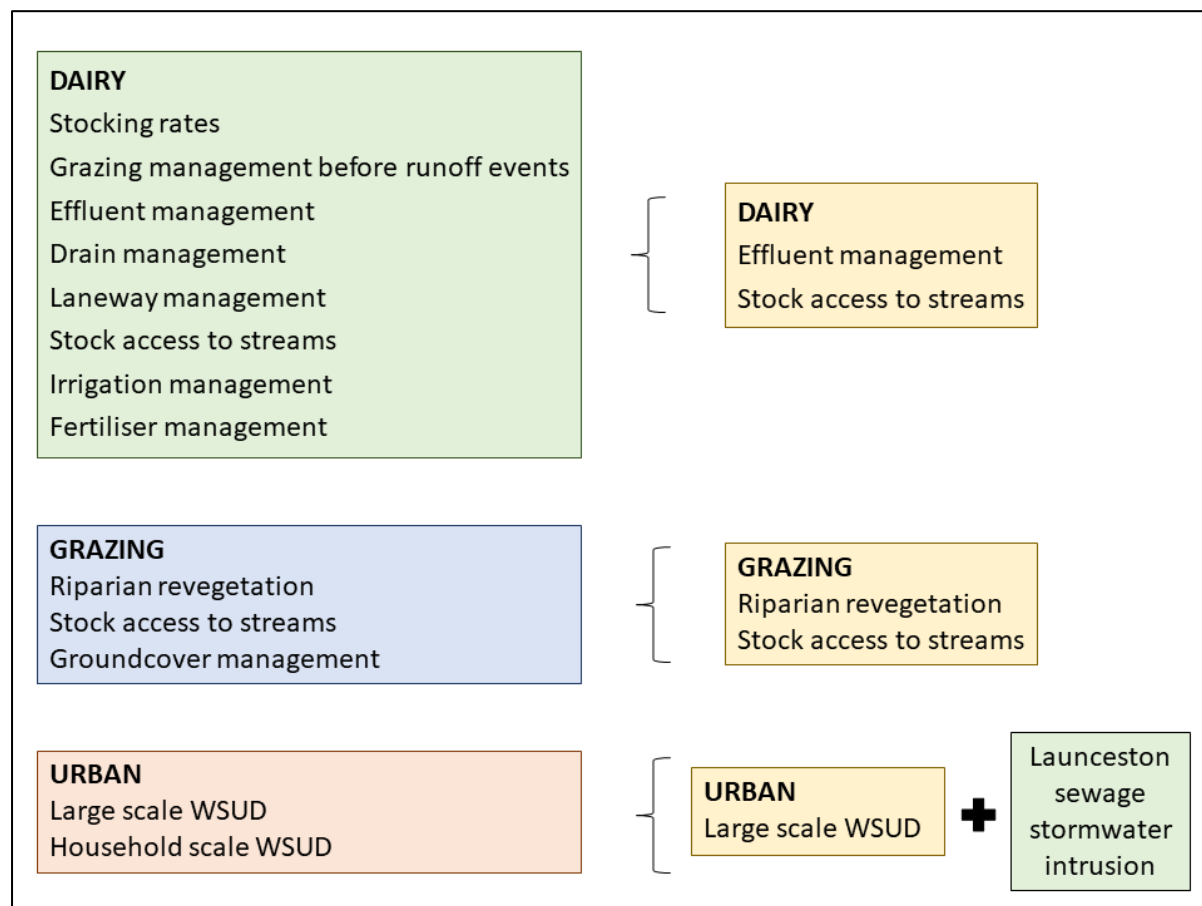


Figure 4. Catchment actions considered to target Estuary enterococci levels

In dairying, improved effluent management has great potential. While a Code of Practice established under the Dairy Industry Act 1994 currently guides the size of the holding pond required for effluent, there are further management measures associated with treatment and spreading that could be improved.

In the case of both dairying and grazing, there is much that can be done in limiting stock access to streams through fencing and provision of off-stream water as well as through addressing issues with stock crossings. Incorporation of a 5m wide vegetated riparian buffer within this fencing will also be of much benefit in grazing.

With respect to the actions in urban settings, large scale water sensitive urban design such as wetlands, swales and bioretention systems focused on treating urban runoff to remove pollutants as well as reducing runoff volumes can be more widely utilised.

In addition, fixing issues with sewage intrusion into Launceston's separated stormwater system also has merit. This action was not identified in the 2015 WQIP but was included in the analysis for the Working Group's Investment Plan following the success of a recent program run by the Launceston City Council. This program found sewage intrusion into the separated stormwater system in parts of Launceston is causing elevated pathogen

levels in stormwater that is directly discharged into Tamar Estuary Zone I. Works have recently been undertaken in the Kings Meadows Rivulet catchment to resolve these issues resulting in significant and measurable improvements in pathogen levels observed. It is considered that continuing these works to address issues in Trevallyn and Waverley/Ravenswood stormwater systems would have material benefits.

4.5 Findings

The full cost of implementing the actions considered by the Working Group across the catchment was estimated at \$117 million. Three different investment budgets were then considered: \$2 million; \$5 million; and, \$10 million¹ and analysis completed to see what the best value for money mix of actions would be at those investment budgets.

These budgets were allocated to the individual land uses one at a time to allow comparison of the cost effectiveness of various investments. The location of investments was prioritised by the criteria above, with grazing and urban action focused first in the North Esk and Upper Tamar foreshore catchments before investments above Trevallyn Dam were considered.

It was found that all dairy actions considered could be implemented catchment wide for \$1.1 million, less than the lowest budget considered. Addressing issues with the separated stormwater system was also costed at \$500,000 for both Trevallyn and Waverley/Ravenswood systems and so would be fully implemented for 25 per cent of the lowest budget considered.

The analysis shows very clear differences between the cost effectiveness of the different actions in reducing greater TEER catchment loads² and to a lesser extent Tamar Estuary Zone I concentrations³.

Dairy management was by far the most cost-effective action in reducing greater TEER catchment pathogen loads, accounting for more than 50 per cent of the potential load reduction possible from all considered actions at under 1 per cent of the full cost (see Figure 5).

Investments in dairy management also had similar impacts on nutrient and sediment loads as a \$5 million investment in grazing management, for around only a fifth of the cost.

Investments in water sensitive urban design (WSUD) are very cost ineffective for reducing greater TEER catchment loads with significantly smaller proportions of load reduction versus relative costs.

Addressing issues with sewage intrusion to Launceston's separated stormwater system (SS) is cost effective for enterococci but has no impact on nutrient or sediment loads. This option has a small overall impact on Greater TEER catchment loads but this impact compares favourably with an even smaller relative cost.

¹ Note that with the exception of works to fix sewage intrusion into Launceston's separated stormwater system, investment options assume a 15 per cent overhead to cover costs associated with program implementation such as extension staff.

² Load is estimated in the model as the average concentration of pathogens, measured in colony forming units (cfu) across the catchment, multiplied by volume entering the catchment.

³ Concentration is the number of cfu per 100 millilitres of water at a specific point in the Estuary.

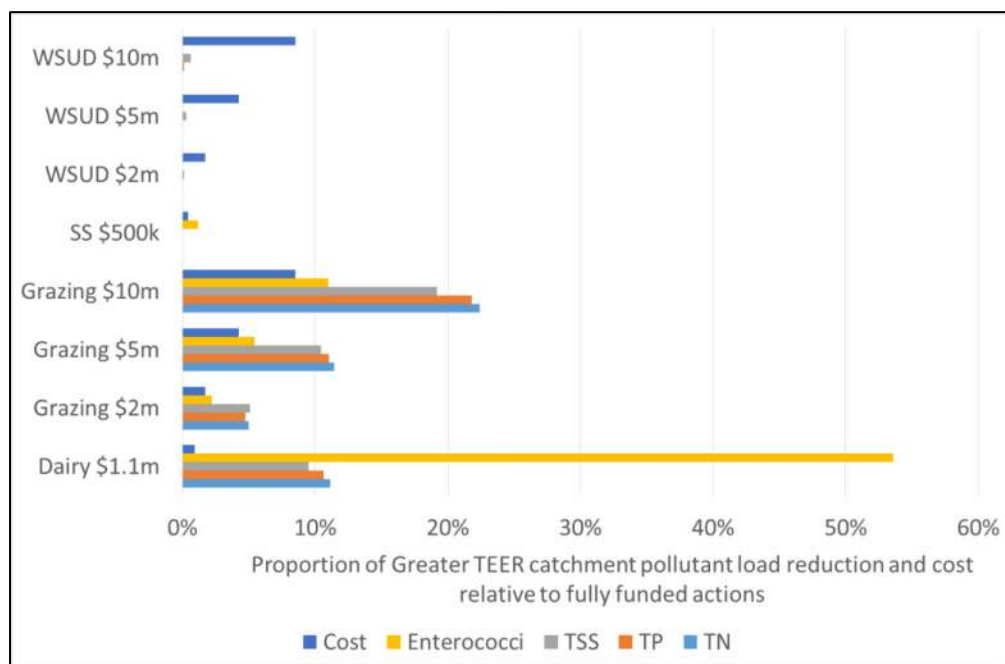


Figure 5. Proportion of Greater TEER catchment Diffuse load reductions and costs relative to fully funded actions Met with investment Options

Differences between grazing and dairy management are less evident when their impact on Tamar Estuary Zone I concentrations is considered (see Figure 6). In this case it is modelled that all levels of investment in grazing management achieve greater decreases in Tamar Estuary Zone I concentrations for all pollutants than dairy management does. However dairy management impacts on enterococci concentrations are still high and compare very favourably to grazing, particularly given the smaller relative budget.

Addressing issues with sewage intrusion into Greater Launceston's separated stormwater system (SS) is a very cost-effective way of reducing pathogen concentrations in Tamar Estuary Zone I, although this action has no benefits in terms of nutrient or sediment concentrations. This action achieves a greater reduction in pathogen concentration relative to cost than both dairy and grazing management. Water sensitive urban design (WSUD) is shown to be cost ineffective for addressing pathogen concentrations in Tamar Estuary Zone I. Its greatest relative benefit is in addressing sediment concentrations which are not a focus in this Investment Plan. Even for sediments it is less cost effective than investment in either dairy or grazing management.

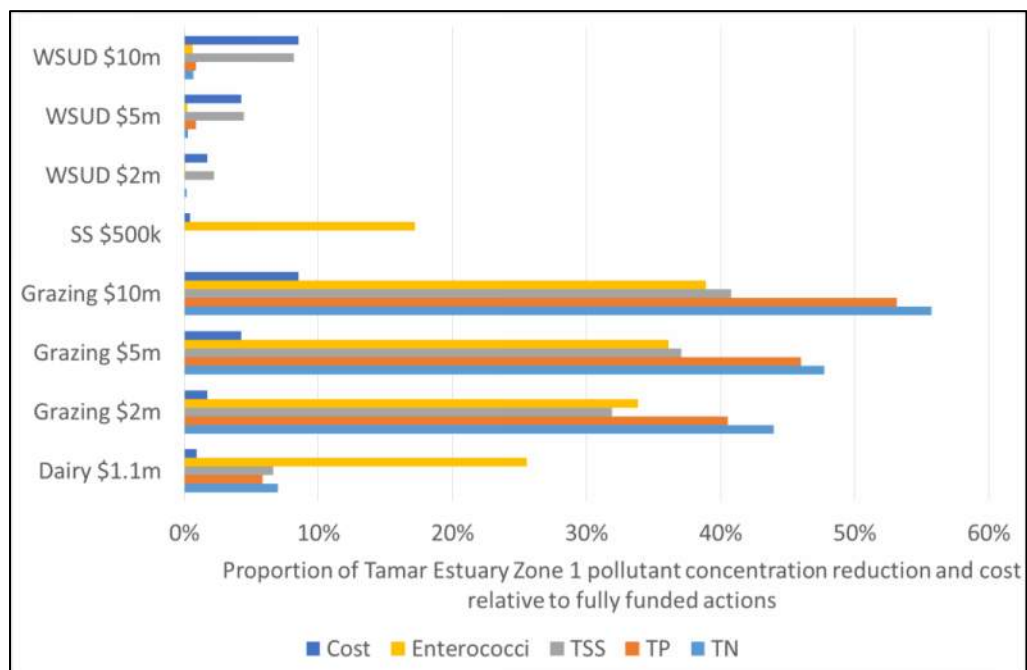


Figure 6. Proportion of Tamar Estuary Zone 1 Concentration reductions and costs relative to fully funded actions met with investment options

4.6 Recommendations and expected benefits

Balanced investment options

Based on the above analysis, a set of balanced investment options has been developed, using a mix of investment in the different land uses with different levels of investment to maximise public health outcomes at those budget levels. These options include a mix of dairy management, grazing management and investments in reducing sewage intrusion into Launceston's separated stormwater system. No investment in water sensitive urban design is included given it was found not to be cost effective for reducing pathogen concentrations in in Tamar Estuary Zone 1.

The budget for planned investment for activities by land use for the three balanced investment options is given below.

Catchment Action	\$2 million	\$5 million	\$10 million
Dairy			
Brumbys-Lake, Macquarie, Meander & Tamar	\$550,000	\$825,000	\$1,100,000
Grazing			
North Esk	\$1,250,000	\$1,330,000	\$1,330,000
Upper Tamar	\$0	\$1,660,000	\$1,660,000
Brumbys-Lake, Meander & South Esk	\$0	\$685,000	\$5,410,000
Urban			
Launceston sewage stormwater intrusion	\$200,000	\$500,000	\$500,000

Table 1. Investment in Land uses by major subcatchments under balanced options

Some of the benefits that can be expected from these investments include:

- Immediately after actions are undertaken
- Reduced stock trampling of the river and consequent turbidity and stream health impacts.
- Reduced pathogens in the rivers and estuary from direct manure inputs to streams and effluent runoff from dairy farms.
- Pathogens are very rapidly reduced by fixing intrusion of sewage into Launceston's separated stormwater system.

Medium term

- Riparian vegetation grows providing streambank stability and reduced streambank erosion.
- Riparian vegetation increases river shading and reduces stream temperatures, improving instream habitat.
- Riparian vegetation provides corridors for the movement of flora and fauna increasing the connectivity of populations and their resilience to change.
- Further improvements in water quality are experienced as riparian vegetation provides a filter for runoff from grazing properties and improved effluent management reduces overloading of nutrients in soils on dairy farms and reduces losses through runoff and infiltration.

Long term

- The landscape becomes more resilient to change. Fencing and off-stream water ensures increasing numbers of stock (through intensification and/or conversion of grazing into dairy) are unable to access the stream. Riparian buffers filter increased pollutant exports off paddocks caused by intensification of land use.
- Flora and fauna corridors provided by riparian vegetation allow for species retreat under climate change and variability, increasing the resilience of flora and fauna populations to these changes.

Impact of investments on greater Estuary pollutant loads

Figure 7 shows the relative cost-benefit of the balanced investment options in terms of reduced Greater TEER catchment loads. The balanced investment options are very cost effective for reducing all pollutant loads, but particularly effective for reducing enterococci loads.

The low end \$2 million investment option can be expected to achieve roughly a 9 per cent decrease in enterococci loads for the Greater TEER catchment, equivalent to 25 per cent of the potential decrease in enterococci from fully funding all actions considered (\$117 million), but for only 1.7 per cent of the budget. Relative benefits for other pollutants are smaller but still represent a greater relative benefit than cost, with roughly 9 per cent of the potential benefit for nutrient and sediment loads achieved for only 1.7 per cent of the fully funded budget.

While the marginal benefit of further investment decreases with subsequent investment, investment of \$10 million is still shown to be very cost effective with 25 to 30 per cent of the potential decrease in nutrients and sediment and over 60 per cent of the potential decrease in enterococci loads achieved for only 8.5 per cent of the cost of fully funding potential actions. This represents a very good return on investment. It should be noted that benefits in terms of reduced sediment loads are likely to be significantly underestimated. This is because the benefits for increased streambank stability and reduced streambank erosion through exclusion of stock and riparian revegetation are not included in the modelling. Using very conservative estimates of the benefits of these actions for streambank erosion the reduction in tonnes of sediment is likely to be at least twice what is estimated using the CAPER DSS model⁴, and potentially a lot higher.

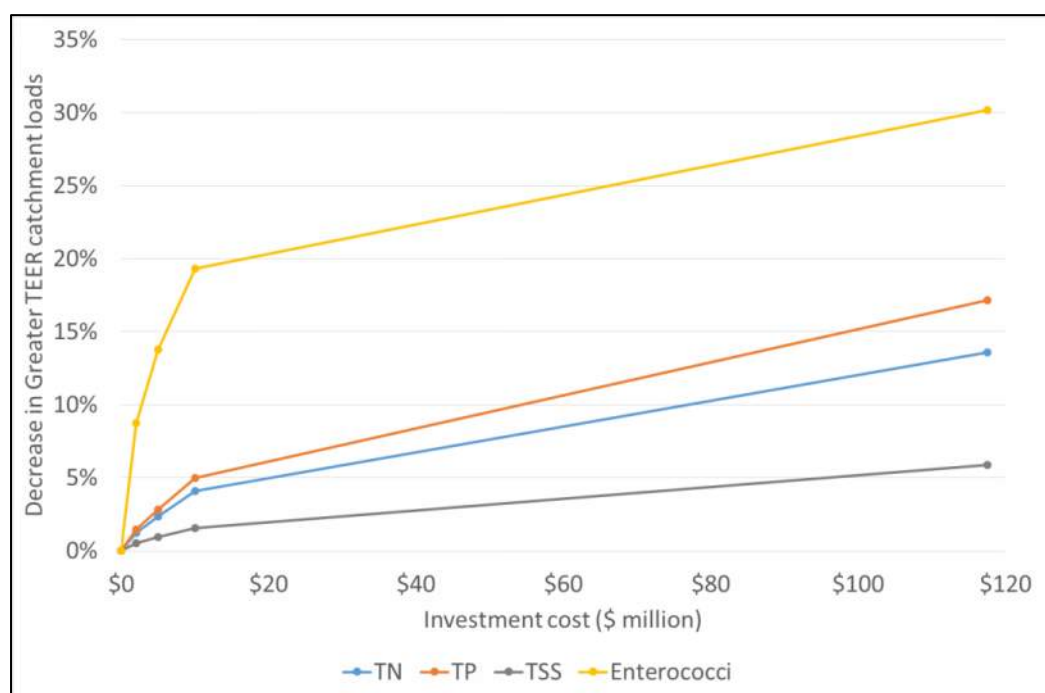


Figure 7. Decrease in pollutant loads in Greater TEER catchment from balanced investment option

On the basis of this analysis, the Taskforce recommends a \$10 million investment in catchment actions. While significant benefit is expected to be realised from the first \$2 million investment, an almost 20 per cent reduction in enterococci loads in the catchment is thought possible if the upper budget is allocated. This is almost two-thirds of the benefit thought possible if the full \$117 million of actions initially considered were implemented.

⁴ For example – for a \$10 million investment in the balanced option, the CAPER DSS estimates a decrease of 1560 tonnes of sediment as a result of the management actions. This action includes roughly 390km of streams with stock excluded, including 50km on dairy properties with a single wire fence and 340km on grazing properties with both stock exclusion and a 5m vegetated riparian buffer. If this reduces streambank erosion by 1cm per year on the affected streambanks, assuming a uniform streambank height of 1m then 6650 tonnes of sediment export through streambank erosion is avoided. This is over 4 times more than the reduction in sediment load estimated by the CAPER DSS. Similar calculations for the \$2 million and \$5 million investment find reduced sediment exports through avoided streambank erosion of 2.5 and 3.4 times respectively.

5. Combined System Overflows Working Group

5.1 Membership and specialist advice

The Combined System Overflows Working Group included Launceston City Council (Shane Eberhardt, Kathryn Pugh, Michael Newby and Randall Langdon), TasWater (Andrew Truscott, Cameron Jessup), Infrastructure Tasmania (Stewart Sharples), independent consulting expertise from local engineering firms JMG (Geoff Brayford) and GHD (Ray Dodson), international experience in combined systems management provided by GHD (particularly Richard Roll from Buffalo, New York State) and integrated catchment assessment by isNRM (Dr Rebecca Kelly).

5.2 Previous work available

While there is a history of reports and studies relating to the issues of the in Tamar's river health, the Work Group's investigations extends the detail looking at the combined system impacts and possible mitigations.

In 2015, through funding provided by the Australian Department of Energy and Environment, TasWater (who is the asset owner of the Launceston combined system) engaged consultant Beca to prepare a long term strategy for the combined system based on an understanding of the frequency, extent and environmental impact of the overflow events on the receiving environment. In April 2016, Beca delivered a report entitled Launceston Combined Drainage System Investigation Interim Options and Strategy Report.

The Beca report set out a number of potential options for dealing with combined system overflows, but importantly noted that "the results and potential solutions are predicated on the results of an out-dated hydraulic model that requires calibration and refinement" and further, that this model be improved "as a matter of urgency". While Beca's report made progress in understanding how the combined system functions, the Working Group has built on the work undertaken and extended it.

5.3 Hydraulic modelling and scenarios considered

Prior to the commencement of the Taskforce's efforts, the Launceston City Council (as the authority required to provide stormwater drainage in the City) had commenced progressing the recommendations of Beca in relation to improving the hydraulic modelling relating to the combined system.

When the Taskforce was formed and the Combined System Overflows Working Group set up, it made sense to build upon Council's work and help to expedite the completion and validation of the model. Crucial to the validation was information provided to the working group by TasWater, which allowed validation against actual pump run data in rainfall events. This gave sufficient confidence to the working group that the model was ready to run the mitigation scenarios.

The combined system hydraulic model estimates the sewage flows generated by residential, commercial and industrial premises and the stormwater flows generated by rainfall. The model also routes these modelled flows via a one dimensional network to the point of discharge (i.e. either the sewage treatment plant or the Estuary). The model is then able to estimate the content of sewage within the combined flow discharged to the Estuary.

The model showed that while there are 15 possible combined stormwater and sewage overflow points, three distinct sites were identified that contribute around 95 per cent of combined overflows to the Estuary:

- New + Old Margaret Street Pump Station located in Royal Park off Paterson Street;
- The Esplanade (including the Shields Street, Tamar Street and Willis Street Pump Stations); and
- Forster Street Pump Station.

During periods of dry weather, pump stations associated with these locations transfer sewage to the Ti Tree Bend Sewage Treatment Plant. During wet weather events when combined flows exceed the sewage pumping capacity of the stations, excess combined flows are discharged to the Estuary to mitigate flooding behind the levee, either by gravity weir or rising mains attached to pumps. These sites became the focus of the risk management scenarios, or treatment options.

Treatment option	High level description
1. Legislation, regulation and policy improvement	Changes to the legislative and regulatory environment to incentivise continuous improvement of the combined system
2. Community information and education	Ongoing monitoring of river health to facilitate continuous system improvement, education streams and warnings in the event of an overflow
3. Operational improvements and system optimisation	Review existing operational environment of the combined system to ensure existing infrastructure is operating efficiently and effectively (i.e. Margaret Street Detention Basin and weir levels at CSO locations)
4. Green infrastructure (primarily WSUD treatments)	Develop the framework required to transition from "traditional" drainage systems to WSUD drainage systems including detention, wetlands, ponds, bio-filtration systems and infiltration systems to decrease runoff frequency, volume and peak flow. Green infrastructure would also be considered for the immediate mitigation options
5. Screening, preliminary treatment and/or disinfection at CSO locations	Installation of screening and chemical treatment facilities at the 3 key CSO locations
6. Offline storage	Underground storage tanks located at the key CSO locations
7. Live storage	Storage within the existing system, requiring baffles, weirs, actuators at the 3 key CSO locations
8. Separation	Full separation of the combined system and construction of a separated sewer and stormwater network

9. Diversion of separated sewage catchments	Diversion of the West Launceston and South Launceston trunk sewerage mains directly to the Ti Tree Bend STP
10. Diversion of separated stormwater catchments	Construction of required stormwater drainage components to enable direct discharge to the Estuary at Margaret Street
11. System upgrade i.e. additional combined rising main to Ti Tree Bend and reconfiguration of network components	Increase the pump rate to Ti Tree Bend for the key CSO locations
12. Consolidation and movement of discharges further downstream.	Pump combined discharge further downstream to where the Estuary widens and dilution is increased

Table 2. Combined system overflow – grouped treatment options

The risk management scenarios were initially grouped into the twelve categories listed in Table 2 and were then shortlisted using multi-criteria analysis and preliminary investigation.

The Working Group's Investment Plan can be found at Appendix 3, which provides detailed information on the processes of model validation and calibration, the options considered and the process of shortlisting.

5.4 Water quality

Water quality parameters have been monitored in the Tamar Estuary and the North and South Esk rivers since the 1970s, with historical data predating the Ti Tree Bend and Hoblers Bridge sewerage treatment plants. Thermotolerant coliforms in the North Esk River at Hoblers Bridge and in the Estuary at the yacht basin were observed to be present in the millions of cells/100mL in the 1970s, with the highest count peaking at 8.8 million cells/100mL at Hoblers Bridge in June 1991.

Mirroring the trend observed globally, there is a strong trend of significantly improved water quality following the construction of wastewater treatment plants. While pathogens in the Estuary are demonstrably much lower than in previous decades, they are still observed to peak, particularly during times of rainfall, rendering the water in Zone 1 unsuitable for primary recreational contact some of the time.

A monitoring program implemented by the Launceston City Council in 2016 collected water quality data from a number of waterways upstream of inputs from Launceston, stormwater sites and downstream sites in the lower North Esk River and within Zone 1 of the Estuary. The data show a strong relationship between rain events and elevated Enterococci levels in the waterways. Rainfall causes a statistically significant increase in pathogens at sites in the lower North Esk River and upper Tamar Estuary. This relationship is evident when rainfall in the catchment exceeds 1mm in a 24-hour period. On average, Launceston experiences 89 days per year where rainfall exceeds 1 mm. At sites upstream of Launceston's urban discharges (e.g. the North Esk River at St Leonards), the water quality meets the recreational guidelines most of the time, but fails to meet the guidelines after rain.

Samples collected on 5 consecutive days in September 2017 captured data from 11 sites in waterways in Launceston, including four sites in Zone 1 in the Estuary. A total of 11 mm of rain fell during the second day of sampling, causing the New Margaret Street pump station to discharge untreated effluent to the estuary. The rainfall event (and associated combined system overflow) resulted in elevated turbidity and Enterococci, with

levels particularly high at St Leonards and the yacht basin. High sediment and pathogen load at the upstream site at St Leonards is largely catchment driven, with livestock the likely source of most of the pathogens. By day 4, Enterococci counts at most sites had returned to baseline levels, with the exception of North Esk River at Inveresk and the yacht basin, and the Tamar Estuary at T2 Kings Bridge. It's likely that these sites remained elevated as the pulse of water from the North Esk catchment made its way downstream and into the upper estuary. By day 5, all sites had returned to baseline (pre-rain) levels.

While only based on one event, this detailed event monitoring data appears to confirm what was previously thought likely. That is, that a first flush of pathogens occurs in large rainfall events and the Upper Tamar soon returns to pre rainfall pathogen levels.

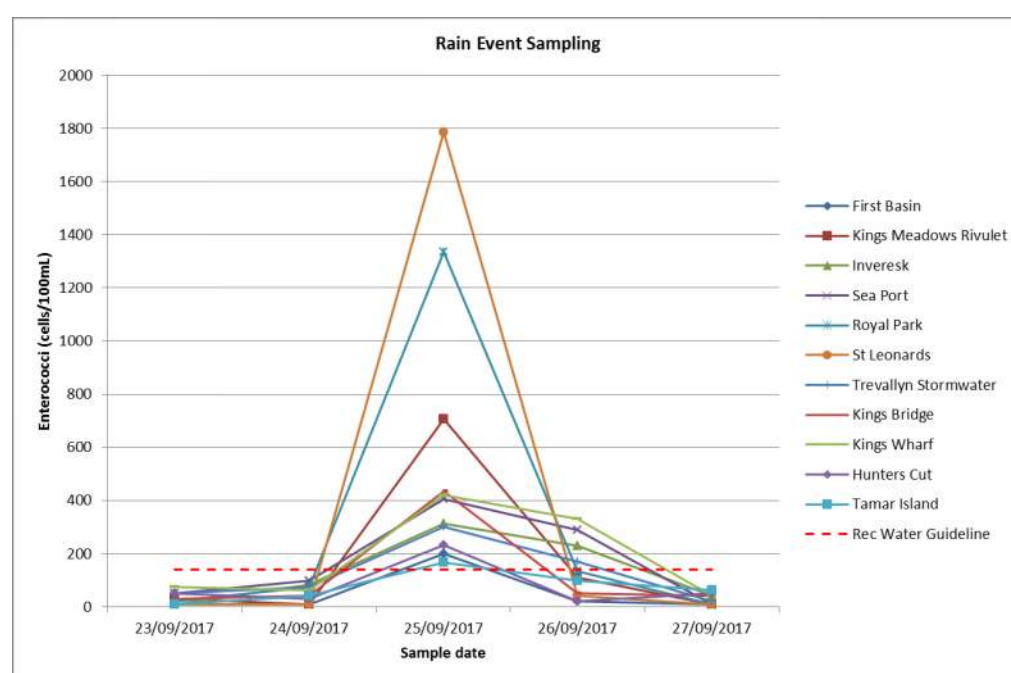


Figure 8. Event monitoring data, September 2017

5.5 Peer review

Richard Roll, Environmental Engineer with GHD in Buffalo, New York State, spent a week in Launceston providing specialist oversight of the treatment options considered. Richard has extensive experience directing technical services for the City of Niagara Falls which has a combined drainage system and which has completed a long term control plan to comply with combined system overflow reduction requirements (administered by the US Environment Protection Agency).

Richard was able to bring a perspective of the regulatory environment in the USA, which provides the principal driver for overflow reduction and environmental improvement. Specific improvement projects for specific municipalities are determined by mandated water quality goals for their respective receiving waters. Typically, municipal programs are composed of mixed measures such as runoff reduction, better collection system maintenance practices, wet weather storage, conveyance enhancement, and treatment facility capacity improvements. There are a myriad of combined sewer collection systems in the USA that are being brought into

water quality compliance without the need for extensive separation programs, and with no plans to separate in the future.

A frequent control measure in the USA involves constructing a deep tunnel system for active storage of excessive wet weather flows while also transporting the stored volumes toward treatment facilities. It may also be possible to reduce the number of outfalls and pumping stations depending upon tunnel routing. Exploring this possibility with Launceston City Council's environmental scientists and engineers led to a consensus that local soils, particularly between the North Esk River and the treatment facility, are problematic and would discourage such a measure. The scale of such projects also tend to make them rather expensive choices.

After considering Launceston's service area, sewer collection system, treatment abilities and improvement goals, Richard expressed his opinion that a well-planned scheme of additional wet weather storage, improved conveyance to the Ti Tree Bend facility, and vigilant sewer maintenance practices presents a very good approach to achieving the desired waterway impact(s). Extensive sewer separation, or a constellation of new wet weather treatment facilities at remote locations, were not expected to be comparably efficacious solutions.

It is the Taskforce's view that bringing an international perspective to investigations relating to the combined system was very useful. It should be made clear that combined systems are accepted infrastructure in major cities around the world. While separation of the two systems would be preferable, most cities have confronted the fact that this is often extremely expensive, but of equal concern, requires complete upheaval to the foundations of a city and also requires thousands of household front or back yards to be excavated to ensure pipes leaving those properties are also separated.

For this reason, regulatory frameworks have often been established to ensure that there are moves to best practice management and a driver for continual consideration of capital upgrade, noting that the United States is just one country that has faced this problem and there are other countries, Europe in particular, that would be worth exploring further.

5.6 Hard Infrastructure Findings

The multi-criteria analysis and preliminary examination led to a shortlisting of six "hard" infrastructure projects as being the most feasible in terms of their practical delivery and expected return on investment as measured by reduction of sewage loading to the Estuary.

These were the actions contained at points 6, 9 and 11 in Table 2 and include:

1. The West Launceston Diversion;
2. New Combined Rising Main;
3. The offline storage located at New Margaret Street Pump Station;
4. The offline storage located at Forster Street Pump Station;
5. The South Launceston Diversion; and
6. The offline storage proposed to service the Esplanade.

Each of these proposed projects are examined in detail below, including their expected cost and forecast reduction in loading in sewage to the Estuary.

The reduction in sewage volume discharged to the Estuary was calculated by first establishing a base line for the combined system. Utilising the validated combined system hydraulic model, a range of design rainfall events was simulated and the total sewage and stormwater discharged to the Estuary was quantified. The combined system hydraulic model was then altered to include the proposed infrastructure and once again, the same design rain fall events were simulated and the discharge quantified. The modelled reductions in sewage volume discharged to Estuary post-mitigation works could then be readily calculated.

West Launceston Diversion

This diversion is expected to provide the greatest value for money project related to the combined system. Part of the LSIP, it has support of TasWater which is an important feature for progressing its implementation.

Currently, the West Launceston and Trevallyn sewage catchments, despite being separated from stormwater, are piped to the join the combined system at the Margaret Street Pump Stations. While under dry weather flow conditions this does not cause problems, in wet weather events the untreated sewage can bypass the pump station to Ti Tree Bend and spill into the Estuary.

In order to facilitate this mitigation option, upgrade works will be required to the sewer mains between West Launceston and the Ti Tree Bend STP. In summary, the works required include:

- Diversion of the West Launceston trunk sewer across the South Esk River;
- Installation of a new transfer main between West Tamar Road and Ti Tree Bend STP including connection of West Tamar No. 1 Pump Station and crossing of the Tamar Estuary; and
- Connection works at Ti Tree Bend.

This project is estimated to have a capital cost of \$4.6 million and lead to approximately a 19 per cent reduction in sewage loading to the Estuary. This option also has ongoing operational costs in new and increased pumping costs which would be incurred by TasWater. The present value of costs (capital and operational) of this action over a thirty year period is \$5.6 million.

New Combined Rising Main

The works include the decommissioning of the Old Margaret Street Pump Station (OMSPS) and diverting these flows to the New Margaret Street Pump Station (NMSPS) and increasing the combined low (sewage) flows to the STP from approximately 400 L/s to 800 L/s. To accommodate the additional flows, it is proposed that a new rising main be constructed to connect the upgraded NMSPS to Ti Tree Bend.

In addition to reducing the sewage loading discharged to the Estuary from the Margaret Street site, benefits of constructing a rising main between NMSPS and Ti Tree Bend include the following:

- Reduced flow in the City Rising Main enabling greater flows to be discharged from St John Street Sewage Pump Station and the Forster Street Pump Station;
- Provides the opportunity for a significant area of habitat rehabilitation at Ti Tree Bend;
- All flows will be screened prior to discharge at the Margaret Street site (currently CSO from Old Margaret Street Pump Station are not screened); and
- Provides an alternative discharge route (system redundancy) to the STP in the event that the City Rising Main is "out of service".

To achieve the full benefit of this increased flow, it will be necessary to upgrade the Ti Tree Bend STP so that this additional volume (and the associated pathogens) is not overflowed to the Tamar River after the inlet works at the Ti Tree Bend STP during high inflow periods. It is proposed that the land adjacent Ti Tree Bend (owned by the City of Launceston, currently known as the "silt ponds") be converted to a wetland system with additional buffer undercover storage.

The land available at the silt ponds would enable the construction of a 10 hectare wetland. It is likely that the wetland would still require some undercover storage to mitigate the effect of odour.

In summary, the project will include:

1. Works upstream of New and Old Margaret Street PS to divert flows to NMSPS (making OMSPS redundant);
2. Installation of new high head sewage pumps to increase the total sewage pump capacity to (nominally) 800L/s;
3. Installation of rising main works to connect NMSPS to both the proposed storage facility and Ti Tree Bend STP;
4. Reconfiguration of St John Street Sewage Pump Station including the required rising main upgrade from the pump station to the City Rising Main (junction in the vicinity of the Charles Street Bridge) to increase the pump rate to Ti Tree Bend to approximately 500-600L/s;
5. Reconfiguration of Forster Street to increase the pump rate to Ti Tree Bend to approximately 500-600L/s; and
6. Works to a storage and wetland at Ti Tree Bend as described above.

The capital cost of this option is estimated at \$26.8 million (total present costs over 30 years of \$34.9 million) and is expected to result in a reduction in loading to the Estuary of 28 per cent of current load.

Offline storages

The proposed three offline storage projects are all grounded in the same theory. That is, with a large rain event following a period of dry, there is currently a "first flush" of untreated sewage and highly contaminated stormwater that may overflow from the system. While overflows may continue with continuing high rainfall, the amount of sewage in the system is not at the high levels of this first flush.

The off line storages are proposed at three locations that will help capture much of the first flush effluent, such that it can be bled back into the system when rainfalls subside and can be treated at the Ti Tree Bend STP plant.

The first of these storages is planned for a location adjacent to the New Margaret Street Pump Station and would be the largest storage planned at 4.2 mega litres. It would preferably be located underground in Kings Park, but there are heritage issues that would need to be considered in any construction. Its capital cost is estimated at \$10.0 million (\$11.4 million present value of total costs) and is expected to reduce the sewage loading to the Estuary from the combined system by approximately 21 per cent.

The second storage is proposed to be underground on vacant land adjacent to the Forster Street Pump Station and would nominally be 2.5ML. It is estimated to cost \$8.4 million (\$9.7 million total present cost) and would reduce sewage load by approximately 6 per cent.

The last storage is proposed to be underground in the vicinity of Black Bridge and Boland Street (near to the Esplanade) and would nominally be 3.0ML. It is estimated to cost \$6.7 million (\$7.6 million total present cost) and would reduce sewage load by approximately 9 per cent.

It should be noted that these reductions in load are predicated on the storages being empty before rain events.

The South Launceston Diversion

Under dry weather flow conditions, the sewage flows from the catchments associated with the South Launceston trunk sewer are directed to Ti Tree Bend STP, however under wet weather conditions, a series of Combined System Overflow Pump Stations (at Shields, Tamar and Willis Streets) lift sewage contaminated stormwater over the levee banks into the North Esk River to minimise the risk of flooding to the lower level areas of Launceston.

The intention of this project would be to reduce the sewage component of the discharge to the Estuary from the pump stations located at Shields Street, Tamar Street and Willis Street by diverting the flow via a new rising main direct to Ti Tree Bend.

In order to facilitate this mitigation option, a variety of works will be required to upgrade the sewer system between Hoblers Bridge Road and the Ti Tree Bend STP. In summary, the works required include:

- Diversion of the South Launceston trunk sewer to a new pumping facility in the vicinity of Black Bridge and Boland Street;
- Diversion of the Boland Street SPS rising main to the new pumping facility;
- Installation of a new transfer main between the proposed pumping facility and Ti Tree Bend STP; and
- Connection works at Ti Tree Bend.

The construction of the rising main to facilitate this diversion will enable the connection of the separated sewer catchments located in the Inveresk precinct. With significant development imminent due to the relocation of the University of Tasmania's Launceston campus, the potential to convey sewage flows from the precinct directly to Ti Tree Bend STP will reduce the sewage loading at Forster Street and therefore; the volume of sewage ultimately discharged to the Estuary during wet weather flow conditions.

The capital cost of this project is estimated at \$18.1 million (total present costs of \$22.4 million) and is expected to result in a reduction in loading to the Estuary of approximately 13 per cent of current load. It should be noted that the proposed route of construction for the trunk sewer diversion would likely require much upheaval through Launceston's eastern suburbs and as such would need careful management. This project is also potentially part of the LSIP strategy.

Decreased loading in context

To put these loading reductions in some further context, the pump records for the New Margaret Street Pump Station indicate that a CSO to the Estuary from this location occurred on approximately 50 days during the period of 1 January 2017 – 10 October 2017. Based on theoretical pump rates, 60 per cent of these overflows were of magnitude 5ML or less (please note, these overflow volumes do not include volume of discharge from the Old Margaret Street pump station). With the proposed 4.2ML holding tank and increased pump rate to Ti Tree Bend, it is likely the frequency of CSO at this location will more than halve.

Furthermore, the modelling showed a significant percentage decrease in the sewage loading to the Estuary in the more frequent events (i.e. rainfall of a level that occurs 12 events per year or more). The reduction of sewage loading discharged to the Estuary by events of magnitude 12EY or more totalled approximately 85 per cent.

5.7 Regulatory and “Green” Infrastructure Findings

Overflows from Launceston’s combined sewage and stormwater system are not subject to the conditions contained within the Ti Tree Bend STP’s Environment Protection Notice. The Department of Primary Industries Parks Water and Environment’s Sewage Pumping Station Environmental Guidelines 1999 recommend that every effort should be made to minimise the impact of combined overflows, however the guidelines have no legal force. It would appear that the combined overflows are outside the statutory framework, other than section 23A of the *Environmental Management and Pollution Control Act 1994* where overflows could be called in under the general environment nuisance provisions.

The working group found that changes to the legislative and regulatory environment could be made to incentivise works within the combined system to reduce the environmental harm caused by discharges to the Estuary. Given an appropriate regulatory environment appropriate goals, objectives and strategies could be identified for the combined system.

In order to decrease contaminants entering Launceston’s waterways, a review of legislation, regulations and policy is recommended. It is best practice throughout the western world to regulate combined system overflows with conditions such as:

- Elimination of CSOs during dry weather.
- Pollution prevention programs to reduce containments in CSOs.
- Public notification to ensure that the public receives adequate notification of CSO occurrences and impacts, and the location of CSO outfalls.
- Minimise or eliminate solid and floatable materials’ discharge to the receiving environment from CSOs.
- Improved operation and regular maintenance programs for the sewer system and CSO outfalls.
- Maximum use of the collection system for storage.
- Maximise flow to treatment plants.
- Accurate and timely reporting of all CSO events, including date, time, location, and quality and volume of the effluent discharged, including discharge from gravity overflows.
- Review and modification of pre-treatment requirements to ensure that CSO impacts are minimised.
- Ambient monitoring to effectively characterise CSO impacts and the efficacy of CSO controls.

These frameworks need not need to go as far as prescribing the load or concentration of overflows, but instead ensure that the asset owner or service provider is moving towards best possible practice and optimising the whole system for the benefit of the Estuary.

Other potential benefits of legislative or regulatory acknowledgement of the combined system is, in the context of a \$400 million plus cost to fully separate the system, is that it legitimises the system’s existence and changes the conversation from “third world infrastructure” to “permissible infrastructure that exists in other modern cities throughout the world.

To this end, it is proposed that a first step in considering regulatory change is for the Department of Primary Industries, Parks and Environment to prepare a discussion paper on the potential options, costs and benefits of changed regulatory arrangements for the combined system. The paper should be developed by the end of the first quarter of 2018 and should seek stakeholder views on the options presented.

Other policy improvements are also worth considering, including requirements for consideration of water sensitive urban design (WSUD), particularly for new buildings, major developments or new subdivisions. In order to ensure the success of the implementation of any improved WSUD policy, education and training must be developed for the general community, planners, regulators and construction industry. Compliance monitoring of the installation and operation of WSUD devices is also considered critical for success. This is largely an issue for planning authorities in the catchment.

5.8 Recommendations

The working group ranked the priority projects outlined at section 5.5 primarily according to the effectiveness of the option in reducing the sewage loading ultimately received by the Estuary.

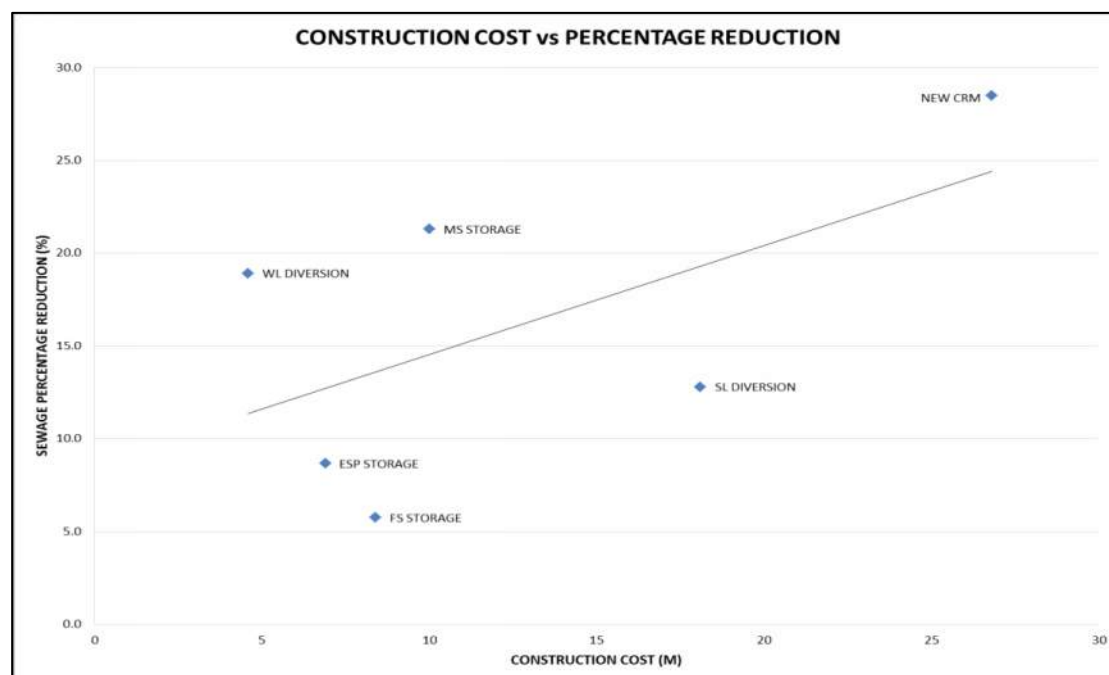


Figure 9. Costs and benefits of hard infrastructure combined system projects

From Figure 9, it is clear that three projects provide above average return of investment, those are:

1. The West Launceston Diversion;
2. The New Combined Rising Main; and
3. The offline storage located at New Margaret Street Pump Station.

Quantifying the benefits of these first three projects cumulatively, it is estimated that the reduction in sewage discharged to the Estuary from the combined system would be 53 per cent for an estimated \$41.4 million investment.

This is not to say that the other projects are not of value, but there are diminishing returns to investment. Figure 10 displays the cumulative reductions in sewage discharged to the Estuary based on the following proposed packages of works:

1. The West Launceston Diversion;
2. 1 + The New Combined Rising Main;
3. 2 + The offline storage located at New Margaret Street Pump Station;
4. 3 + The South Launceston Diversion in conjunction with the offline storage proposed to service the Esplanade; and
5. 4 + The offline storage located at Forster Street Pump Station;

However, all of these priority project are recommended to be progressed. To put the proposed mitigation options in perspective, Figure 10 also displays separation as a stand-alone option.

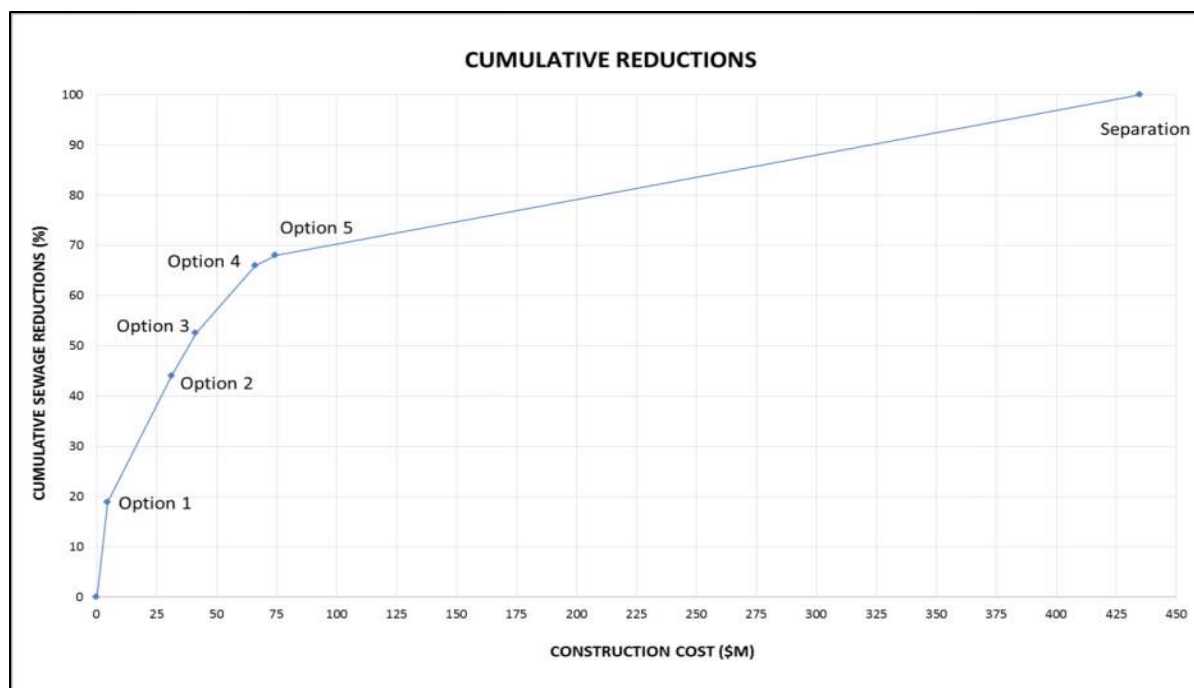


Figure 10. Cumulative costs and benefits of hard infrastructure combined system projects

Full separation of the system has an estimated cost of \$435 million and assumes that this would decrease combined system overflows to the Estuary by 100 per cent. It is clear the proposed mitigation projects provide significant value for money (approximately a 70 per cent reduction in combined system sewage load for an estimated \$74.6 million total investment).

Project	Cost (\$ million)
Esplanade storage	6.7
Forster St storage	8.4
New Margaret St storage	10.0
South Launceston Diversion	18.1
West Launceston Diversion	4.6
New combined rising main	26.8
Total	74.6

Table 3. Proposed hard infrastructure projects and costs

It should be noted that the Estimates for the LSIP works (West Launceston and South Launceston Diversions) have been provided by TasWater directly. These estimates have been undertaken on the preliminary design of the pipelines and pump stations for the transfer systems and include allowances for design, approvals and construction. The construction cost estimates have been calculated by John Holland within a +/- 20 per cent limit of accuracy.

Estimates for non-LSIP options have been prepared based on conceptual designs, using similar construction rates used for LSIP. Estimates include an allowance of 20 per cent (of construction cost) for engineering/approvals, and 30 per cent construction contingency.

Recommended changes to the regulatory, policy and operational environment of the combined system should also be considered by relevant authorities. The recommended discussion paper on the current regulatory arrangements for the combined system is scheduled for release within three months, while planning authorities would be encouraged to consider policy and operational changes as soon as possible.

6. Expected outcomes of investments and actions proposed

6.1 Impact of Catchment Action investment recommendations

Investments at all Catchment Action budgets are shown to be very cost effective at reducing pollutant concentrations in Tamar Estuary Zone I, particularly for enterococci (see Figure 7). There is clear evidence of decreasing returns to scale of investment against this goal with 30 to 55 per cent of the potential decrease in concentration achieved with the first 1.7 per cent of investment (\$2 million option).

Even with decreasing returns to scale of investment, the \$10 million investment option still represents a very cost effective option for reducing in Tamar Estuary Zone I concentrations with over 45 per cent of potential sediment reduction, roughly 60 per cent of potential nutrient reduction and over 80 per cent of enterococci reductions achieved for only 8.5 per cent of the \$117 million, fully funded investment cost.

As was the case with loads, decreases in sediment concentrations in Zone I are likely to be significantly underestimated by the modelling. This means that significant decreases in sediments exported to Tamar Estuary Zone I can be expected with these investments.

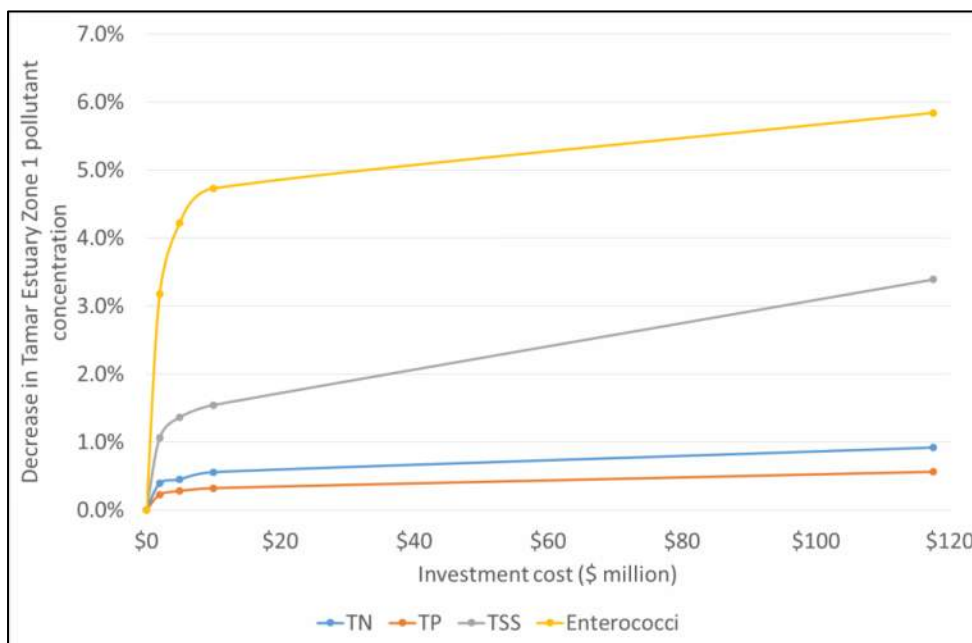


Figure 11. Decrease in pollutant concentrations in Tamar Estuary Zone I from balanced investment option

6.2 Impact of Combined System investment recommendations

As indicated in section 5.6, the six priority projects recommended in relation to the combined system will lead to more combined system flows going to Ti Tree Bend treatment plant and in turn reduced pathogen loads in Zone

I. Impacts of these individual projects on Tamar Estuary Zone I enterococci concentrations are shown in Figure 12.

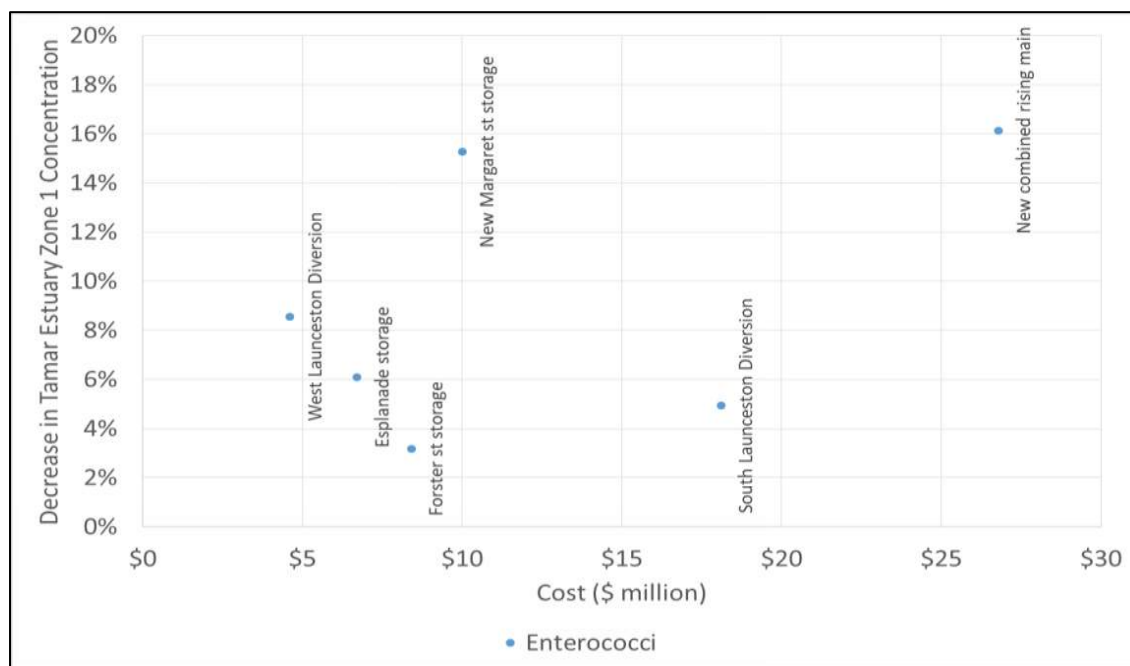


Figure 12. Decrease in Tamar Estuary Zone I Concentration - Enterococci

The New Margaret Street storage and New combined rising main can both be expected to lead to very substantial decreases in Tamar Estuary Zone I enterococci concentrations (15 per cent to 16 per cent). The West Launceston diversion is also very cost effective, leading to an 8 per cent decrease in concentrations for less than 20 per cent of the cost of the New combined rising main.

However, the expected increase in flows to Ti Tree Bend treatment plant required exploration to see how the plant's performance would be effected. Ti Tree Bend treatment plant was primarily designed to remove

suspended solids and treat pathogens from the combined system and, while has some benefits for reducing nutrient levels in effluent, it is not its primary purpose. The following figure shows how Ti Tree Bend functions.

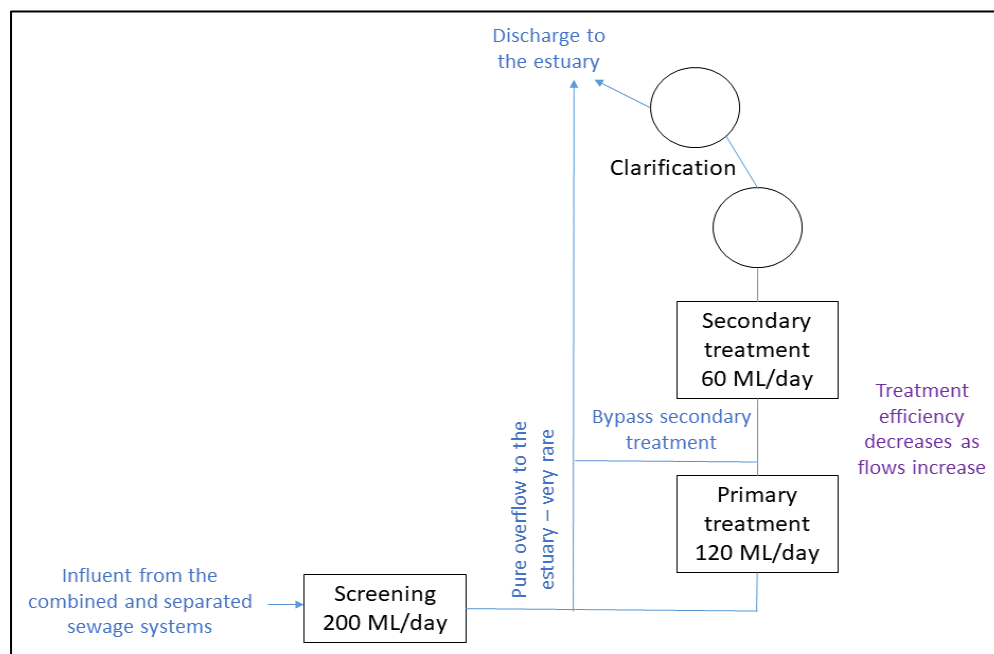


Figure 13. Ti Tree Bend treatment process

Essentially, flows of up to 200ML/day will receive screening going into the plant, which stops a lot of the large pathogen carrying matter overflowing straight into the Estuary in very large rainfalls. Up to 120ML/day of flow goes on to receive primary treatment (essentially chlorine dosing), while the balance is discharged to the Estuary after the initial screening. Around 60ML/day goes on to receive secondary treatment, with the remainder that has received primary treatment bypassing that stage and discharged to the Estuary. In dry weather conditions, flows at Ti Tree Bend are around 12.2 ML/day.

While the plant performs soundly with respect to treatment of pathogens in dry and low rainfall conditions, TasWater's available influent and effluent monitoring from the plant suggests that in times of high rainfall, where flows are large, there is decreased efficiency in primary and secondary plant performance in terms of treatment of nutrients. The available data is inconclusive on the degree of that efficiency loss, but it would seem that higher levels of flow have the impact of mobilising nutrients already in the plant, such that nutrient load exiting the plant is higher than the load entering the plant once flows reach around 30ML/day for nitrogen and 90ML/day for phosphorous.

As can be seen in Figure 14, the vertical change in the blue line represents the amount of avoided nitrogen from reduced combined system overflows due to the proposed projects, while the vertical change in the red line represents the increased nitrogen load that would exit Ti Tree Bend for the same level of flow.

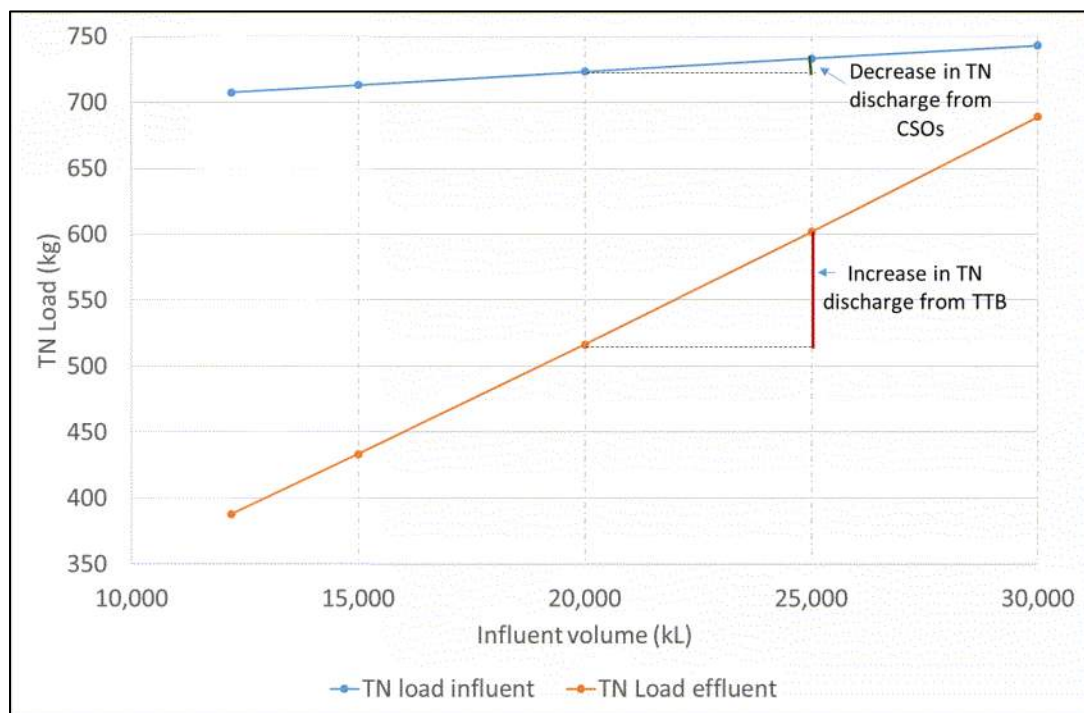


Figure 14. Example of change in TN load discharged with a change in influent volume

Clearly, while the benefits of the proposed projects for pathogen reduction are expected to be significant in total and have additional benefits in terms of reducing nutrient loads from combined system overflows, the Taskforce was of the view that all this benefit would be undone if the ecological health of the Estuary was made worse by a net higher level of nutrients then entering the Estuary.

TasWater had previously looked at the potential benefits of upgraded nutrient treatment at Ti Tree Bend, utilising analysis conducted by CH2M Australia Pty Ltd and this forms part of the Stage 2 LSIP planning that focuses on a series of improvements at the existing Ti Tree Bend plant which could total up to \$100 million.

Through this work TasWater looked at the costs and effectiveness of several potential nutrient upgrade options, but for the purpose of this analysis the Working Group, in discussion with TasWater, incorporated intermittently aerated bioreactor, aerobic bioreactor and sidestream deammonification components. The cost of these works was estimated at around \$10 million. CH2M Australia estimated total nitrogen effluent loads would decrease by roughly 53 per cent and total phosphorous by 72 per cent as a result of this upgrade.

These assumptions were added to the proposed combined system projects and Figure 15 shows the expected impacts on Tamar Estuary Zone I concentrations. This figure shows very substantial benefits of the treatment plant upgrade in terms of decreased nutrient concentrations. It is estimated that total phosphorous concentrations would be expected to decrease by 18 per cent and total nitrogen by 26 per cent. While the TasWater/CH2M work was largely desktop and further detailed design is needed to be confident about the costing of this project and the magnitude of these reductions, it would seem that an investment of \$10 million in nutrient removal upgrade would offset the decline in performance expected at Ti Tree Bend with increased flows.

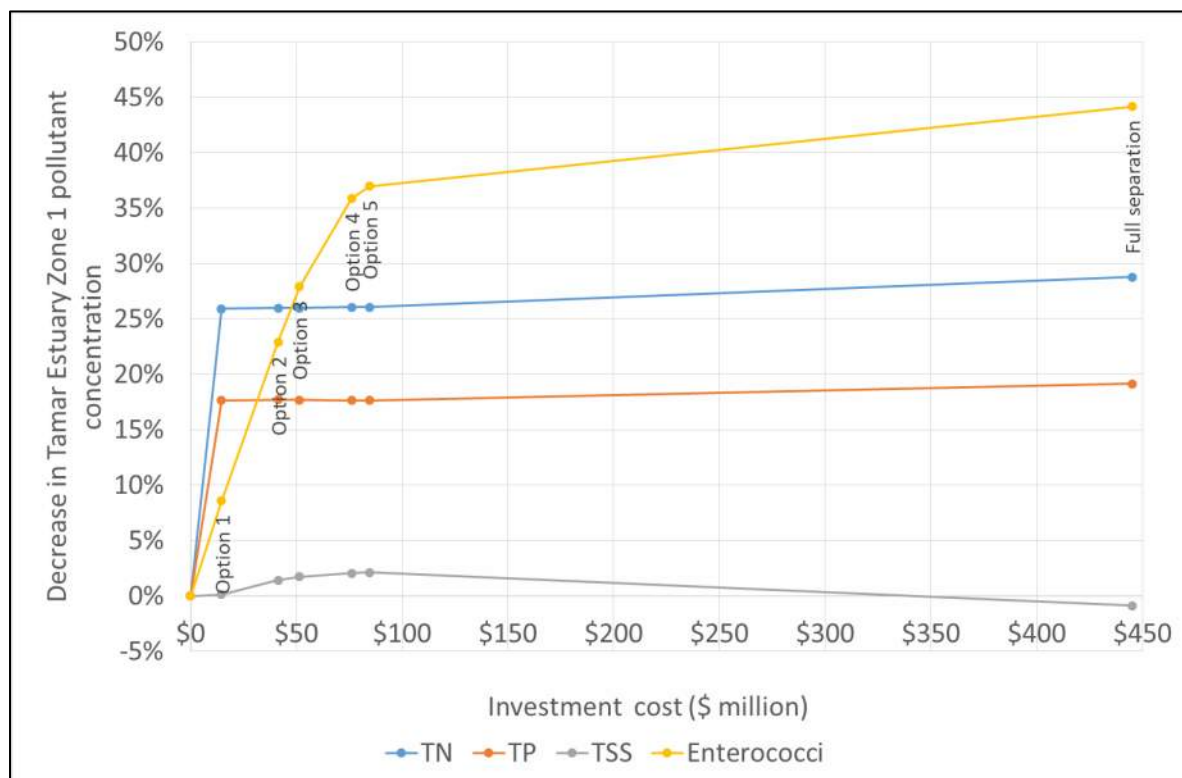


Figure 15. Cost versus estimated decrease in Tamar Estuary Zone 1 concentrations

This investment option allows the benefits of reduced combined system overflows in terms of enterococci to be retained while substantially decreasing nutrient concentrations, avoiding the potential decline that could be expected without such an upgrade.

6.3 Summary of investment plan and expected timing

The table below outlines the projects and actions recommended that the Taskforce believe will yield the best value for money improvements to the Estuary.

Projects	Estimated Cost (\$ million)
Catchment Actions	
Brumbys-Lake, Macquarie, Meander & Tamar - Dairy	1.10
North Esk - Grazing	1.33
Upper Tamar – Grazing	1.66
Brumbys-Lake, Meander and South Esk – Grazing	5.41
Launceston sewage stormwater intrusion	0.50
Combined system actions	
Esplanade storage	6.7
Forster St storage	8.4
New Margaret St storage	10.0
South Launceston Diversion	18.1
West Launceston Diversion	4.6

New combined rising main	26.8
Ti Tree Bend plant nutrient removal upgrade	10.0
Total	94.6

Table 4. Summary of all proposed River Health Action Plan projects and actions

The catchment actions will need to be implemented in partnership with a number of key organisations. It is expected that grazing and dairy action programs would be implemented by NRM North in partnership with Dairy Tasmania and the Tasmanian Farmers and Graziers Association. Past experience in on-ground investments indicates that a planned investment of \$1 million per year is appropriate.

It could be expected that finding farmers willing to undertake and co-fund investments may become progressively harder over time as the most able and willing are generally early adopters in any program. However this may be off-set to some extent by the momentum created by the relatively large scale of investment, with local landholders seeing the benefit of actions on neighbouring farms and the creation of new behavioural norms amongst local farming communities. The program will need to be flexible in terms of the approaches used to ensure ongoing adoption over time (for example the use of market based mechanisms or higher incentive rates for more difficult works may need to be considered).

Works to address sewage intrusion into Launceston's stormwater system would be led by Launceston City Council in partnership with TasWater as required. It is expected that these works would be undertaken over a 2 to 5 year period, depending on the scale of investment.

With respect to the combined system investments, the upgrade to Ti Tree Bend and the West Launceston Diversion would be the most sensible projects to commence first. It is expected that these upgrades could be completed in a two year time frame, but clearly require TasWater's involvement and agreement. The South Launceston Diversion is probably a more long term project given the upheaval it would likely require given its proposed route. This project may need three years to be undertaken. The offline storages and the new combined rising main from Margaret Street pump station could be completed in the period between Ti Tree Bend upgrade /West Launceston Diversion and the South Launceston Diversion.

7. Targets and monitoring

7.1 Reductions in concentrations in context

A full analysis of the impact of daily (or even more frequent) estuary pathogen concentrations is not currently possible given the lack of past event monitoring for pathogens in the Estuary and limitations with the existing modelling available. It is, however, possible to model a time series of combined system overflow loads discharged to the Estuary using the data provided from the hydraulic model developed by the Combined System Working Group and which underpins the estimates of average annual load changes. Figure 16 shows the daily estimated enterococci loads from combined system overflows based on rainfall data from Distillery Creek over an eight year period. This figure shows a comparison of estimated loads based on actual rainfall versus estimated discharge loads in those rainfall events after implementing all recommended combined system projects.

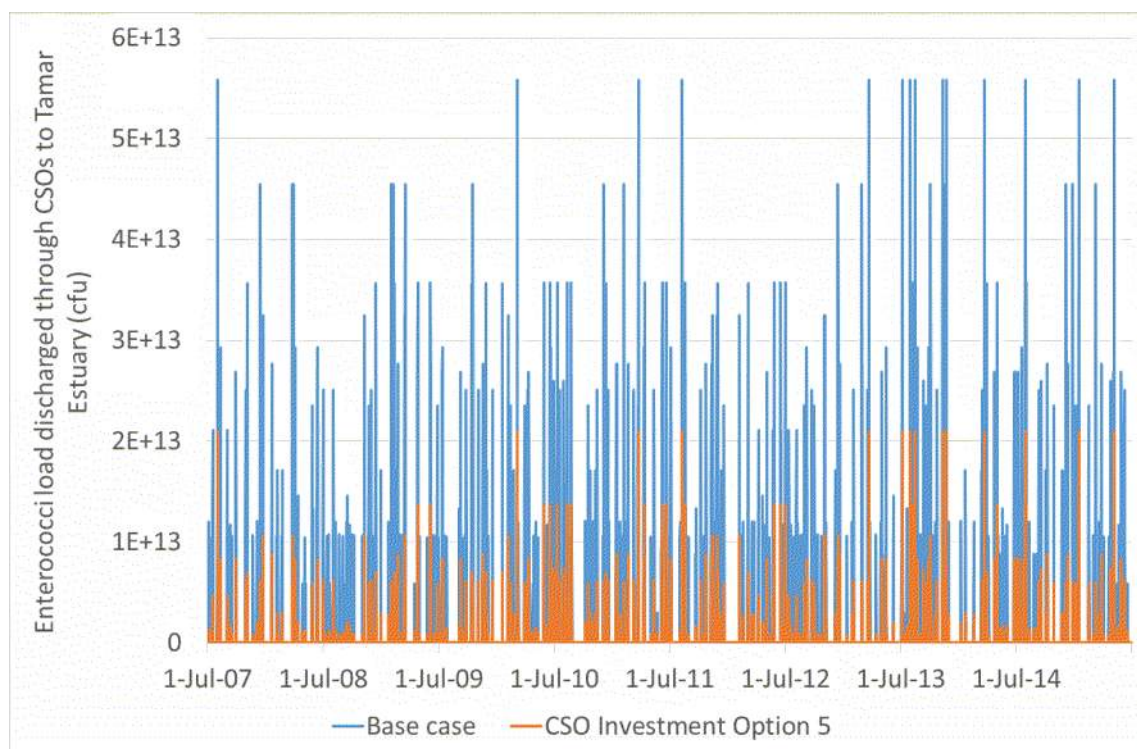


Figure 16. Modelled CSO loads based on rainfall for base case and rainfall with recommended combined system projects

This figure shows the very large expected decrease in enterococci loads overflowed for all events, ranging between 62 per cent and 93 per cent depending on the size of the rainfall event. The greatest relative decreases occur for low to medium rainfall events which are the most frequent events.

Given that combined system overflows are known to be a major driver of enterococci concentrations in Tamar Estuary Zone I, these results indicate that very large decreases in concentration could be expected on days with small to medium rainfall. Very large events will still produce large spikes in enterococci discharged to the estuary, but these events are significantly less frequent.

7.2 Targets

In the coming months it is the Taskforce's intention to develop a set of targets in addition to the projected median concentration reductions for Zone I, which convert these targets into expected reductions in the frequency of days where pathogen concentrations are above the primary contact threshold of 140cfu/100ml of enterococci. The Taskforce sees this as a tangible demonstration of the benefits of the concentration reduction in pathogens which will be more meaningful for communicating expected benefits of the investments to the community.

In order to develop these targets, more event monitoring of pollutant concentrations in the days following rainfall as well as additional modelling is required. It is the intent of the Taskforce to produce a set of target before the end of June 2018.

7.3 Monitoring

An evaluation framework should be developed against which activities undertaken by the body(ies) implementing the Taskforce's recommendations can be assessed. This evaluation framework should follow the MERI principles (Monitoring, Evaluation, Reporting, Improvement), which have an adaptive management focus, allowing lessons learned through doing to be incorporated into future actions.

This framework will require:

More monitoring of water quality in the estuary and the freshwater system

- Estuary monitoring should build on the monthly sampling that has been undertaken by the TEER program. This monthly monitoring should be continued for all years. It should also be supplemented by event monitoring of some events in the estuary to allow better understanding of the estuary response to catchment and point source pollutant inputs to be developed.
- Very limited monitoring of water quality in freshwater parts of the catchment is currently undertaken. It is recommended that additional monitoring be undertaken at a minimum in the North Esk and Meander river catchments where catchment actions are expected to have the most significant benefits.
- Stream health monitoring using a system like the Australian River Assessment System (AUSRIVAS) methodology, or rank abundance sampling, to provide snapshots over time of the health of the TEER catchment's freshwater system. Again, these could be focused on the Meander and North Esk river systems where catchment actions are being targeted.
- Analysis of monitoring data and empirical modelling. Provision needs to be made for the analysis of monitoring data. There is no point in implementing greater monitoring regimes if there is not the dedicated resources to assess whether any of the benefits of actions can be observed and to allow the development of better understanding to refine management actions. This may include development or refinement of models that allow scenario testing or estimation of the benefits of management actions to date.
- It is recommended that Tamar estuary report cards produced by the TEER continue to be released on a biennial or annual basis and incorporate the findings of the increased monitoring and analysis. Potentially occasional freshwater system report cards could also be produced using monitoring data discussed above.

A State of the TEER report or similar should also be considered to provide a snapshot of progress in improving health of the estuary and freshwater systems.

Annual ongoing funding to support this regime will be necessary. While TEER members already provide significant support to existing activities an ongoing budget is required to ensure consistent monitoring data is able to be collected and reporting and communications undertaken. It has been estimated that a budget of \$250,000 per year would be required to facilitate the increased total program, with a proportion of this (around \$100,000) currently met by in-kind contributions from TEER members and the State Government.

8. Funding and Financing of priorities

8.1 TasWater LSIP

While the priority projects outlined for improving impacts of the combined system include projects potentially part of TasWater's LSIP, it should be noted that the timing and funding of these projects are at the discretion of TasWater and its regulators.

Under the current regulatory framework for the water and sewerage industry, TasWater is required to prepare a Price and Service Plan for three year "regulatory" periods, which need to gain the approval of the sectors technical regulators before funding is approved by the Economic Regulator.

As LSIP is still at more a strategic level, it is not clear where the sewerage catchment diversion projects sit in the timing of LSIP works (noting they are only a minor part of LSIP), let alone the wider TasWater program. Indications from TasWater are that funding for the first stage of LSIP (specific projects still to be determined) will be sought in the 2021-24 regulatory period. The second stage of LSIP, which would nominally include the nutrient treatment upgrade at Ti Tree Bend, currently has a ten year time horizon. Should the projects need to be brought forward, agreement would likely need to be reached with TasWater (and potentially its regulators and customers) to make this happen and would also likely need some negotiation with TasWater for costs they would not otherwise incur.

While TasWater are supportive of the projects identified, TasWater also note a number of factors that would influence its ability to deliver the proposed projects. These include the level of risk associated with the cost estimates for the LSIP components and any gap between funding allocated and delivery cost, the capacity of the market to deliver the projects in addition to TasWater's program over the third price and service plan period and TasWater's own internal resourcing and the level of involvement needed of it in delivering the projects.

While the Taskforce has not sought to recommend measures to improve the ecological health of the Estuary outside of the upgrade of the Ti Tree Bend, it should be noted that TasWater's LSIP Stage I has the potential to significantly reduce the effects of the seven wastewater treatment plants that discharge higher than desirable nutrient levels. In this respect, LSIP also represents a very important component to improving the ecological health of the Estuary.

8.2 Launceston City Council

Launceston City Council has indicated a willingness to provide funding towards the projects proposed for the combined system. At this stage, a dedicated amount has not yet been approved by Council, but any funds provided would be unconditional.

8.3 Department of Environment and Energy

As part of the initial announcement of the City Deal, the Federal Government through the Department of Environment and Energy committed \$500,000 per annum for three years towards the work of the Taskforce. The Taskforce's discussions with the Department's officers suggests that its funding would most sensibly be allocated

Tamar Estuary

River Health Action Plan

to the proposed catchment actions. This funding would cover the proposed dairy related catchment initiatives and some of the grazing related program and it would therefore seem sensible to earmark them to these purposes. NRM North have had considerable success in implementing catchment based programs and would seem the likely organisation to deliver the funding if allocated to this purpose.

8.4 Clean Energy Finance Corporation

The Launceston City Deal required the Taskforce to explore the possible financing of desired projects with the Clean Energy Finance Corporation. On this basis, the Taskforce has held ongoing discussions with the CEFC as it has progressed its work.

The CEFC's scope is to provide financing for projects that increase the use of renewable energy, projects that deliver increased energy efficiency or which utilise low emission technologies and does so at lending rates less than that available from private sector banks.

The Combined System Working Group was consulted regarding whether the investment projects proposed would meet any of the CEFC's criteria for financing. Notwithstanding both TasWater and Launceston City Council have limitations on borrowings such that they can only borrow through the Tasmanian Government's financing arm, TasCorp (which would need alteration), it does not appear that any of the projects would yield material energy efficiency savings and indeed most projects require additional energy usage. The possible exception is the upgrade of Ti Tree Bend treatment plant which would need further examination.

9. Communication and education

It is important that the Taskforce, or any ongoing governance body formed to implement its recommendations, place a significant focus on communicating the recommendations in this Plan and educating the community as to what underlies the findings.

The reasons for this are varied, but primarily there appears to be both a misunderstanding of the natural processes which influence the Estuary and the previous interventions made to it and, possibly related to this, considerable divide between members of the community on what is required to improve Estuary health.

Assuming the recommendations within this Plan are funded and acted upon, there is a need to clearly articulate the work to be undertaken to improve water quality and the health of the estuary and river systems. It is recommended that the Taskforce and any body formed to implement its recommendations, should:

- Develop a detailed Communications Strategy. It should include a list of stories and key messages to be communicated, audiences and methods of engagement with these audiences. At a minimum the key stories to be communicated to the community should include:
 - The history and source of pathogens in the Estuary and how previous management has improved these;
 - The advantages and disadvantages of combined sewerage and stormwater systems
 - Sedimentation processes and the history of sediment management through dredging and other means. Ecological values of mudflats should also be included;
 - Flows down Gorge, their history, role and issues around managing flows for multiple benefits;
 - An overview of some of the works done to date and their impact including programs run by NRM North, Dairy Tasmania and City of Launceston;
 - The TEMT, its role and recommendations and where to from here; and
- Consider further the approach to communicating recreational water quality in the estuary. This might include development of an alert system through social media or a website, for example the release of advice or alerts when there's been a combined system overflow. Alternatively a system based on monitoring or predicted rainfall could also be used. The messages around safe recreation in the estuary should be reviewed in light of improved monitoring data (e.g. periods of exclusion after rainfall, practices to minimise risk). This may be linked to the additional work the Taskforce has flagged in setting targets related to primary contact.

I 0.Sedimentation

Following the strong feedback received through consultation, the Taskforce has resolved to engage a suitably qualified hydrologist/geomorphologist to assess the merits of the various proposals regarding the mitigation of sedimentation build up.

There have been a number of studies, going back many years, commissioned by parties including the Launceston City Council, the Launceston Flood Authority and Hydro Tasmania, in addition to a number of academic research papers, many of which have explored and, in some cases, debunked theories put forward around how to manage sedimentation. These studies will be reviewed by the consultant engaged by the Taskforce when assessing the merits of the proposals received.

While the Taskforce is committed to examining the proposals, based on the information gathered through its work, its current view is there are natural mechanisms of weathering, erosion and deposition that result in the ongoing modification of the Estuary and there is a limit to what can be achieved in reducing the impacts of sedimentation.

The Combined System Overflow Working Group's Investment Plan goes into some detail around these processes, but, in lay terms, the Estuary is what is known as a drowned river valley that formed between 6,500 and 13,000 years ago when sea level rose around 60m to near its current level. The natural process for drowned river valleys is to infill and eventually become alluvial (muddy) plains and deltas.

The Tamar Estuary is characterised by a three to four metre tidal range and large freshwater inputs from the North Esk and South Esk rivers. The combination of a large sediment load from the catchment and strong tidal currents results in rapid sedimentation in the upper reaches of the estuary.

While the main channel is quite deep in the lower estuary, reaching 45 metres in depth near Bryants Bay, upstream of Swan Point at Paper Beach the Estuary is subject to rapid infilling through sedimentation and becomes very shallow near Launceston. Tidal mudflats border the main channel of the estuary throughout its length.

Though there are potential issues with silt raking which mean consideration needs to be given to the balance between environmental outcomes and flood protection, it is proven in its ability to displace the sediment build up and maintain a level of visual and recreational amenity in the upper reaches. The Taskforce aims to report on this issue, including any viable alternatives, in the first quarter of 2018.

11. Ongoing governance

The Launceston City Deal flagged that the Taskforce would give consideration to the future governance of the Estuary and the Taskforce has resolved to engage further advice on this issue. While there are a number of models that are used elsewhere in the country, particularly models that install catchment management authorities to ensure water health, the roles of TasWater and Launceston City Council in delivering on this aim are not a usual part of that model.

While the existing structures of the TEER have been extremely successful in bringing all relevant stakeholders together and much has been advanced by TEER in understanding the Estuary, monitoring its health and setting targets for it, perhaps one deficiency has been its inability to attract large scale funding to address some of the issues outlined in this Plan.

A continuum of option will be explored from collaborative models like TEER and the similar Derwent Estuary Program in the South of the State, through to legislatively backed governance models. However, the key questions that will be asked through this work will be what the objectives and functions of the body should be and how best these would be performed, with the structural form following from that.

As with the work underway on sedimentation, it is intended that the Taskforce will deliver a report with recommendations in the first quarter of 2018.

Appendices

1. Tamar Facts
2. Catchment Action Working Group Technical Report and Investment Plan
3. Combined System Overflow Working Group Investment Plan
4. An Investment Plan for improving water quality in the Tamar Estuary: Combined System Overflows Technical Report



Tamar Estuary Management Taskforce

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GOV 5 ANNUAL PLAN – QUARTERLY REVIEW – JUNE 2018

1) Introduction

The purpose of this report is for Council to consider the June quarterly review of the Annual Plan.

2) Background

Section 71 of the Local Government Act 1993 requires Council to prepare an Annual Plan. This plan provides details of the works and programs to be undertaken by Council and is the organisation's commitment to both Councillors and the community that these works and programs will be delivered.

3) Strategic/Annual Plan Conformance

This performance report relates directly to the achievement of the Annual Plan.

4) Policy Implications

Not applicable.

5) Statutory Requirements

It is a requirement of the Local Government Act 1993 that Council prepares and approves an Annual Plan.

6) Risk Management

Not applicable

7) Consultation with State Government and other Authorities

There is no requirement to consult with the Tasmanian Government when preparing this quarterly review.

8) Community Consultation

There is no requirement to consult with the community when preparing this review.

9) Financial Impact

Not applicable.

10) Alternative Options

Not applicable.

11) Officers Comments

In the June quarter there were 94 targets.

Of these targets – 80 were achieved, 13 in progress, 1 not achieved and 2 deferred.

Deferred:

Program 2.1	Financial Services
Activity 1.4.2	Implement Enterprise Cash Receipting System Upgrade
Target:	Implement upgrade to the production environment.
Comment:	Activity deferred to September 2018 due to Technology One Consultant availability.

Program 2.4	Information Management
Activity 2.4.2	Implementation of ECM Connected Content
Target:	Implement Stage 2 policies and update the HR Policy Manual
Comment:	Activity deferred to September 2018 due to Technology One Consultant availability.

Not Achieved:

Program 4.5	Natural Resource Management
Activity 4.5.2	Review and update Council's Natural Resource Management Strategy
Target:	Internet version of strategy completed.

Comment: The development of the Internet version of the Strategy is reliant on the new website that is currently under development.

AUTHOR: Martin Gill
GENERAL MANAGER

12) Recommendation

It is recommended that Council receive and note the Annual Plan review for the June 2018 quarter.

DECISION:

Meander Valley Council

Annual Plan 2017-2018



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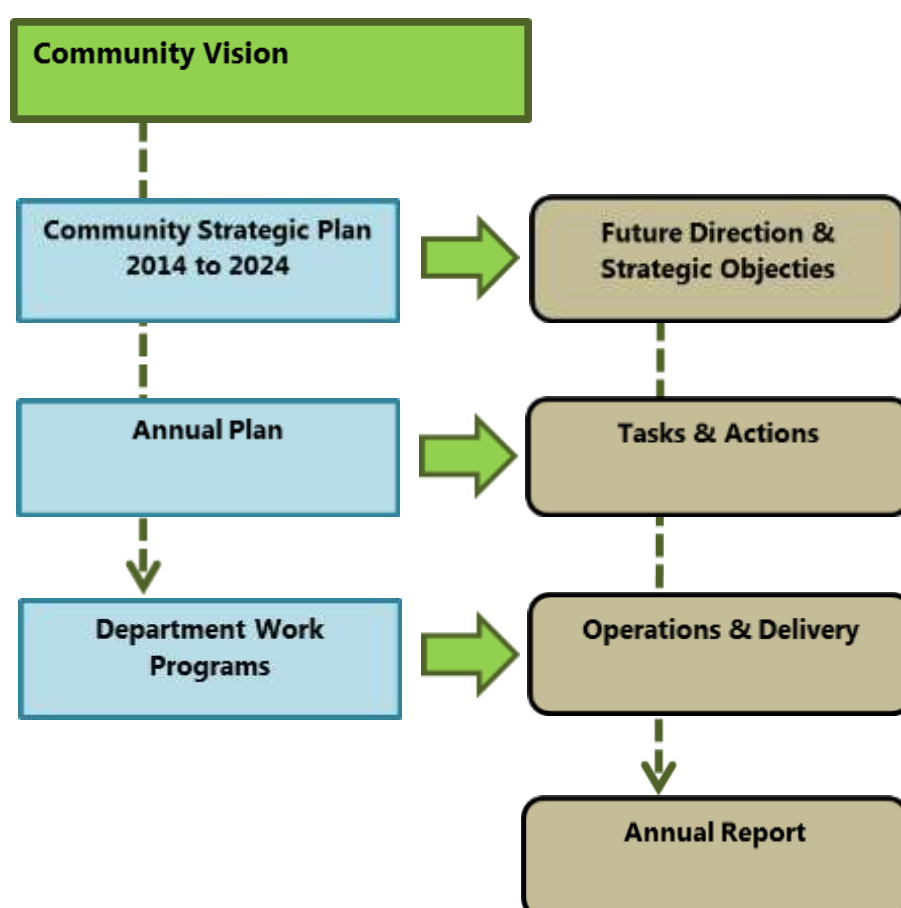
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ANNUAL PLAN OVERVIEW

The Annual Plan outlines the programs and services Council intends to deliver throughout the financial year. Preparation of the Annual Plan is informed by the strategic objectives of the Meander Valley Community Strategic Plan 2014 to 2024, the activities required to undertake the day-to-day operations and the management of regulatory responsibilities.

Link to Community Strategic Plan 2014 to 2024

The Community Strategic Plan 2014 to 2024 outlines the vision of the community. Council works to implement the vision through six future direction statements that are aligned with key strategic outcomes. These strategic outcomes guide the development of projects and programs. The diagram below depicts the current strategic planning framework of Meander Valley Council:



The coming year will see Council deliver the following projects –

- Upgrade of the Westbury Recreation Ground Change Rooms
- Implementation of Waste Management Strategy Action Plan
- Local Provision Schedules for inclusion in the new Tasmanian Planning Scheme
- Implementation of the Hadspen Urban Growth Plan
- Deloraine and Districts Recreation Precinct Feasibility Study
- Development of Stormwater System Management Plans

An extensive Capital Works Program, valued at \$13.5 million, will be delivered. The value of the works approved is in line with the projections in the Long Term Financial Plan, with \$3.0 million of this figure being allocated to building new and upgraded infrastructure.

The Capital Works Program delivers \$1.9 million in roads, bridges and building works funded by Government Grants.

BUDGET ESTIMATES

	2017-2018	2016-2017
Revenue:		
Rate Revenue	11,890,600	11,293,500
Fees and User Charges	1,126,500	1,101,700
Contributions and Donations	120,000	61,800
Interest	751,000	907,300
Grants and Subsidies	4,638,000	4,287,000
Other Revenue	1,023,300	1,013,200
Total Operating Revenue:	19,549,400	18,664,500
Operating Expenditure:		
Employee Costs	6,606,800	6,661,000
Maintenance and Working Expenses	6,179,700	5,442,000
Borrowing Costs	241,300	271,300
Depreciation	5,052,000	4,961,000
Payments to Government Authorities	1,136,200	1,075,600
Other Payments	250,200	245,000
Total Operating Expenditure:	19,466,200	18,655,900
Underlying Surplus/(Deficit)	83,200	8,600
Net Operating Surplus/(Deficit)including capital and abnormal items	4,117,700	2,932,100
Capital Expenditure	13,517,700	15,033,100
Repayment of Loans:		
Asset Sales:	215,000	215,000
Closing Cash Balance:	14,766,509	15,718,609
Net assets:	281,043,086	276,925,386

RATES AND CHARGES

The following rates and charges will apply for 2017-2018:

General rate:	All rateable properties are applied a General Rate of 5.6727 cents in the \$ of AAV with a minimum charge of \$135.
Waste Management:	For properties without a kerbside collection service the charge is \$52. For each separate service where kerbside garbage and/or green-waste and recycling collection is provided the charge is \$180 for the standard collection of one 80L mobile garbage bin and one mobile recycling bin or \$206 for the extra capacity collection of one 140L mobile garbage bin and one mobile recycling bin or \$360 for one 240L mobile garbage and one mobile recycling bin.
Fire Levies:	<p>All properties within the municipal area are rated based on the income requirements of the State Fire Commission.</p> <p>Properties within the Launceston Permanent Brigade District are applied a rate of 1.3147 cents in the \$ of AAV with a minimum of \$39.</p> <p>Properties within the Volunteer Brigade Districts are applied a rate of 0.3847 cents in the \$ of AAV with a minimum of \$39.</p> <p>All other properties are applied a rate of 0.3535 cents in the \$ of AAV with a minimum of \$39.</p>
Payment Method:	Ratepayers are provided with the option of paying their rates in full, with no discount for early payment, or paying their rates in four approximately equal instalments due on 31 August 2017, 31 October 2017, 31 January 2018 and 30 March 2018.
Penalties for late payment:	Any late payment of rates and charges will be subject to daily interest at a rate equivalent to 8.72% per annum (2.389c per \$100 per day).

Council's rating policy No 77 is available on the website www.meander.tas.gov.au

POLICY REVIEW

POLICY FOR REVIEW	28 June Audit Panel	30 Sept. Council	30 Sept. Audit Panel	31 Dec. Council	31 Dec. Audit Panel	31 March Council	31 March Audit Panel	30 June Council
Governance:								
Policy 23: Appointment & Responsibilities of Council Representatives								
Policy 67: Personal Information Protection								
Policy 83: Fraud Control								
Policy 84: Gifts & Benefits								
Corporate Services:	Nil							
Infrastructure Services:								
Policy 37: Vegetation Management								
Community and Development Services:								
Policy 34: Real Estate Advertising Signs								
Policy 66: Bonds & Bank Guarantees								
Policy 82: Community Grants								
Policy 85: Open Space								
Works:	Nil							

DOCUMENT REVIEW

OPERATION Document Reviews	By 30 September	By 31 December	By 31 March	By 30 June
Governance:				
Style Manual				
Delegations				
Special Committees of Council				
Pubic Interest Disclosures				
Economic Development Strategy				
Corporate Services				
Customer Service Charter				
Infrastructure Services:				
Municipal Emergency Management Plan				
Community and Development Services:				
Meander Valley Community Safety Plan				
Works:	Nil			

PROGRAM ACTIVITY

Governance

Directorate	1. Governance	Program number and title	1.1 Secretarial and Administrative support
Program Objective	To undertake functions to ensure compliance with legislative requirements		
Link to Community Strategic Plan 2014 to 2024	Future Direction (3) - Vibrant and Engaged communities <i>3.2 Successful local events enhance community life.</i> Future Direction (5) - Innovative Leadership and Community Governance <i>5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Deliver Annual Plan Responsible Officer: Executive Assistant	5.1	Prepare quarterly review Achieved	Prepare quarterly review Achieved	Prepare quarterly review Achieved	Prepare quarterly review. Prepare 2018/19 Annual Plan Achieved
2	Prepare Annual Report & Conduct Annual General Meeting (AGM) Responsible Officer: Executive Assistant	5.6	Complete draft for printing In progress	Complete report and present at AGM. Advertise and conduct AGM Achieved		
3	Policy Review & Operations Document Review Responsibility – Executive Assistant Responsible Officer: Executive Assistant	5.1	Review as per schedule Achieved	Review as per schedule Achieved	Review as per schedule Achieved	Review as per schedule Achieved

4	Conduct Australia Day (AD) event Responsibility – Executive Assistant Responsible Officer: Executive Assistance	3.2	Review AD criteria. Call for nominations Achieved	Assess nominations. Plan civic function Achieved	Conduct a civic function on AD Achieved	
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Action performance targets

No.	Performance target
2	AGM held and Annual Report adopted by Council
4	AD Event Conducted

Directorate	1. Governance	Program number and title	1.2 Risk Management
Program Objective	Minimise risk to our people and the public		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5) - Innovative leadership and community governance <i>5.4 Meander Valley Councilors and employees have the knowledge, skills and attitude to responsibly undertake community governance and operational responsibilities.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Implement Risk Management Framework Responsible Officer: General Manager	5.6	Review the framework Achieved	Action the framework Achieved	Action the framework Achieved	Action the framework Achieved
2	Implement the Internal Audit Program Responsible Officer: Risk & Safety Officer	5.4	Review of Audit outcomes Achieved	Conduct Audit Achieved	Review of Audit outcomes Achieved	Conduct Audit Achieved

Action performance targets

No.	Performance target
1	Review Completed and Update endorsed by Audit Panel
2	Audit Recommendations implemented

Directorate	1. Governance	Program number and title	1.3 Employee Health and Safety Management
Program Objective	To provide a safe place of work for our people and to measure and monitor our employer obligations.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5)- Innovative leadership and community governance <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Health and Safety Committee Responsible Officer: Health & Safety Officer	5.6	Conduct quarterly meeting Achieved	Conduct quarterly meeting Achieved	Conduct quarterly meeting Achieved	Conduct quarterly meeting Achieved
3	Deliver a Health and Wellbeing Program Responsible Officer: General Manager	5.6	Conduct quarterly meeting and implement programs Achieved	Conduct quarterly meeting and implement programs Achieved	Conduct quarterly meeting and implement programs Achieved	Conduct quarterly meeting and implement programs Achieved
6	Workplace Consultative Committee operation Responsible Officer: General Manager	5.6	Conduct quarterly meeting Achieved	Conduct quarterly meeting Achieved	Conduct quarterly meeting Achieved	Conduct quarterly meeting Achieved

Action performance targets

No.	Performance target
1	Conduct meetings
2	N/A
3	Respond to suggestions with 14 days of meetings

Directorate	1. Governance	Program number and title	1.4 Other Governance Functions
Program Objective	To provide good governance		
Link to Community Strategic Plan 2014 to 2024	Future direction (2) - A thriving local economy <i>2.1 The strengths of Meander Valley attract investment and provide opportunities for employment.</i> <i>2.2 Economic development in Meander Valley is planned, maximising existing assets and investment in infrastructure</i> <i>2.3 People are attracted to live in the townships, rural and urban areas of Meander Valley.</i> Future Direction (5) - Innovative leadership and community governance 5.6 Meander Valley Council is recognised as a responsibly managed organisation.		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Participation in Northern Tasmania Development Corporation Ltd (NTDC) Responsible Officer: General Manager	2.1	Attend NTDC Local Government Committee Meeting Achieved	Attend NTDC Local Government Committee Meeting Achieved	Attend NTDC Local Government Committee Meeting Achieved	Attend NTDC Local Government Committee Meeting Achieved
2	Review Council's Delegation Register Responsible Officer: General Manager	5.6		Review register Achieved		
3	Participate in benchmarking project with other Councils in the northern region Responsible Officer: General Manager	5.6	Review options provided by Consultant Achieved			
4	Promote investment in Meander Valley to support the growth of identified industry sectors Responsible Officer: General Manager	2.2	Identify opportunities and report on progress Achieved	Identify opportunities and report on progress Achieved	Identify opportunities and report on progress Achieved	Identify opportunities and report on progress Achieved
5	Continue to implement actions contained in the Communication Action Plan Responsible Officer: Communications Officer	2.3	Review progress and reset priorities Achieved	Report on progress via the Briefing Reports Achieved	Report on progress via the Briefing Reports	Report on progress via the Briefing Reports Achieved

Action performance targets

No.	Performance target
2	Complete Review and implement changes
4	Report on new development opportunities where commercial in confidence arrangements allow
5	Complete work plan for 2017 – 2018 FY.

Corporate Services

Directorate	2. Corporate Services	Program number and title	2.1 Financial Services
Program Objective	Responsibly manage the Council's core financial activities		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5) - Innovative leadership and community governance <i>5.2 Long term financial planning and asset management underpins the ongoing viability of Meander Valley</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Raise Rates and Sundry Debtor accounts Responsible Officer: Director Corporate Services	5.2	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved
2	Implement Enterprise Cash Receipting System Upgrade Responsible Officer: Rates Officer	5.6		Plan implementation requirements Achieved	Implement upgrades to the test environment Achieved	Implement upgrade to the production environment Deferred
3	Complete State Authority returns Responsible Officer: Rates Officer	5.6	Initial State Fire and Treasury pensioner claims and Annual State Fire Levy data return Achieved			Final State Fire and Treasury pensioner claims Achieved
4	Issue Section 132 certificates (Property Rates) Responsible Officer: Rates Officer	5.6	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved

5	Arrange annual insurance renewals Responsible Officer: Finance Officer & Director Corporate Services	5.6		Crime Insurance (Fidelity Guarantee renewal) Achieved	Directors and Officers and Employment Practices renewal Achieved	Annual renewals as per schedule incl. Public Liability and PI, ISR, Workers Comp. and MV Achieved
6	Reconciliation of Control Accounts Responsible Officer: Senior Accountant	5.2	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved

Action performance targets

No.	Performance target
1	<ul style="list-style-type: none"> Issue Rates notices before 31st July 2017 Issue Sundry Debtor notices within 10 working days of receipt of request
4	<ul style="list-style-type: none"> Issue 98% of Section 132 Certificates within 3 working days of entry of request
6	<ul style="list-style-type: none"> Reconcile rates, sundry debtor and creditors control accounts within 10 working days of the month end Reconcile Payroll within 5 working days of processing.

Directorate	2. Corporate Services	Program number and title	2.2 Financial Management & Reporting
Program Objective	To comply with statutory requirements for Local Government Finance, State and Federal Taxation and to provide meaningful reports for internal financial management		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5) - Innovative leadership and community governance <i>5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan.</i> <i>5.2 Long term financial planning and asset management underpins the ongoing viability of Meander Valley</i> <i>5.3 Evidence based decision-making engages the community and is honest, open and transparent.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review and present the Long Term Financial Plan (LTFP) to Council Responsible Officer: Senior Accountant	5.2				Review and present the LTFP to Council Achieved
2	Coordinate the development and adoption of Budget and Rating recommendations with statutory timeframes Responsible Officer: Director Corporate Services	5.2			Determine budget update program Achieved	Present budget, fees and charges to Council in June Achieved
3	Annual external reporting Responsible Officer: Senior Accountant	5.6	Produce Statutory Accounts and complete KPI consolidated data sheets Achieved			Prepare end of year timetable for Statutory Accounts and Audit Achieved
4	Issue BAS, FBT and Payroll Tax returns within legislative timeframes Responsible Officer: Senior Accountant	5.6	Submit BAS and Payroll Tax returns on time Achieved	Submit BAS and Payroll Tax returns on time Achieved	Submit BAS and Payroll Tax returns on time Achieved	Submit BAS and Payroll Tax returns on time Achieved

5	Provide internal financial management reports on a timely basis for decision making Responsible Officer: Senior Accountant	5.3	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved
6	Monitor Council's short-term expenditure commitments and invest funds in accordance with Council's Investment policy Responsible Officer: Senior Accountant	5.2	Review cash flow weekly to determine funds for investment Achieved	Review cash flow weekly to determine funds for investment Achieved	Review cash flow weekly to determine funds for investment Achieved	Review cash flow weekly to determine funds for investment Achieved
7	Co-ordinate functions of the Audit Panel Responsible Officer: Director Corporate Services	5.6	Conduct meeting as per Audit Schedule Achieved	Conduct meeting as per Audit Schedule Achieved	Conduct meeting as per Audit Schedule Achieved	Conduct meeting as per Audit Schedule Achieved
8	Review Council's Financial Management Strategy Responsible Officer: Senior Accountant	5.1				Prepare review documentation by Council in July Achieved

Action performance targets

No.	Performance target
5	<ul style="list-style-type: none"> Produce and distribute ongoing project expenditure reports Produce and distribute monthly operating statements within 10 working days of end of month Submit September, December and March quarterly financial reports to Council in Oct 2017, Jan 2018 and April 2018 respectively

Directorate	2. Corporate Services	Program number and title	2.3 Information Technology
Program Objective	Provide reliable and effective information technology services for the organisation		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5)- Innovative leadership and community governance <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Maintenance and upgrade of IT infrastructure Responsible Officer: IT Officer	5.6	Commence rolling replacement of PC's Achieved	Complete rolling replacement of PC's. Deferred		
2	Implement recommendations of IT Security Review Responsible Officer: IT Officer	5.6	Review recommendations of IT Security Review Achieved	Plan and prioritise recommended actions Achieved	Implement chosen recommendations Achieved	

Action performance targets

N/A

Directorate	2. Corporate Services	Program number and title	2.4 Information Management
Program Objective	Effectively manage and maintain Council's information resource		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5) Innovative leadership and community governance <i>5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Maintenance of Council's cemetery records in accordance with the Cemeteries Act Responsible Officers: Customer Service Officer & Information Management Officer	5.6	Maintain records in accordance with legislation Achieved	Maintain records in accordance with legislation Achieved	Maintain records in accordance with legislation Achieved	Maintain records in accordance with legislation Achieved
2	Annual Archive Disposal Responsible Officer: Information Management Officer	5.6	Arrange for removal of documents due for disposal Achieved			List documents due for disposal Achieved
3	Implementation of Archive Office Audit Recommendations Responsible Officer: Information Management Officer	5.1	Document and prioritise improvement projects Achieved	Commence identified priority projects Achieved	Continue with priority projects Achieved	Report on status of projects Achieved
4	Implementation of ECM Connected Content Responsible Officer: Information Management Officer	5.6	Plan software implementation Achieved	Commence testing and conduct system administration training Achieved		Implement software upgrade into production system Deferred

Action performance targets

N/A

Directorate	2. Corporate Services	Program number and title	2.5 Human Resources
Program Objective	Effectively manage and support Council's human resources		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5)- Innovative leadership and community governance <i>5.4 Meander Valley Councillors and employees have the knowledge, skills and attitude to responsibly undertake community governance and operational responsibilities.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review 2016 Enterprise Agreement Responsible Officer: HR/Payroll Officer	5.6	Review increases and apply across new scale and allowances. Achieved			Review CPI percentage determine increase Achieved
2	Coordinate training needs via Learning Management system Responsible Officer: HR/Payroll Officer	5.4	Report to Directors on quarterly training to be delivered Achieved	Update training plan following Performance Reviews. Report to Directors on quarterly training to be delivered Achieved	Report to Directors on quarterly training to be delivered Achieved	Report to Directors on quarterly training to be delivered Achieved
3	Performance Review System Responsible Officers: HR/Payroll Officer & Directors	5.4	Ensure all employee performance reviews have been completed Achieved	Ensure all inside employee salary reviews have been completed Deferred	Ensure all mini performance reviews and all outside employee wage reviews have been completed Achieved	Review the current year's performance reviews and recommend any changes required Achieved

Action performance targets

N/A

Directorate	2. Corporate Services	Program number and title	2.6 Great Western Tiers Visitor Information Centre
Program Objective	Effectively manage and maintain Council's Visitor Information Centre		
Link to Community Strategic Plan 2014 to 2024	Future Direction (2) - A thriving local economy <i>2.4 A high level of recognition and demand for Great Western Tiers products and experiences.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Report on Visitation statistics and sales revenue Responsible Officer: Director Corporate Services	2.4	Advise information in the Briefing Report Achieved	Advise information in the Briefing Report Advise information in the Briefing Report Achieved	Advise information in the Briefing Report Achieved	Advise information in the Briefing Report Achieved

Action performance targets

N/A

Infrastructure Services

Directorate	3. Infrastructure Services	Program number and title	3.1 Emergency Services
Program Objective	To build capacity and resilience in the community and ensure Council is prepared to assist with emergency services in the response to emergencies and lead in the recovery		
Link to Community Strategic Plan 2014 to 2024	Future Direction (4) - A healthy and safe community <i>4.4 Prepare and maintain emergency management plans and documents and work with our communities to educate and plan for emergencies.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Co-ordinate the Municipal Emergency Management and Recovery Committee (MEMRC) Responsible Officer: Director Infrastructure	4.4	Chair quarterly meeting Deferred to October	Chair quarterly meeting Achieved	Chair quarterly meeting	Chair quarterly meeting Achieved
2	Support the operation of the Meander Valley SES unit through ongoing management of the MOU Responsible Officer: Director Infrastructure	4.4		Report to Council in Annual Plan Review Deferred		Report to Council in Annual Plan Review Achieved
3	Conduct emergency management training facilitated by Red Cross Responsible Officer: Administration Officer Infrastructure Services	4.4		Conduct training Achieved		Conduct training Red Cross/MVC with Service Clubs Achieved
4	Review Municipal Emergency Management Plan Responsible Officer: Administration Officer Infrastructure	4.4			Review Plan Deferred	Review Plan In progress

Action performance targets

No.	Performance target
1	Meetings held
2	Obtain activities report from Deloraine SES and provide information to Council on a 6 monthly basis in Briefing Reports
3	Complete training for MVC officers and service group members
4	Review Plan and submit to SES

Directorate	3. Infrastructure Services	Program number and title	3.2 Transport
Program Objective	To maintain the serviceability and integrity of Council's transport network.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.3 The Meander Valley transport network meets the present and future needs of the community and business</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Deliver the bridge inspection and maintenance program Responsible Officer: Senior Technical Officer	6.1, 6.3	Finalise supply agreement In progress	Contractor engaged for maintenance works In progress	Prepare maintenance budget items for 2018-2019 In progress	Maintenance works completed Achieved
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2016/2017 Capital Works Program Responsible Officer: Director Infrastructure	6.1, 6.3	Report to program in Annual Plan Review In progress	Report to program in Annual Plan Review In progress	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review In progress
3	Undertake footpath proactive defect inspections Responsible Officers: Director Works & Asset Management Coordinator	6.1			Undertake required inspections Achieved	Undertake required inspections Achieved

Action performance targets

No.	Performance target
1	Quarterly tasks achieved. Contractor performance assessed
2	Completion of projects in line with project plan requirements
3	Meet timeframes set out by Conquest

Directorate	3. Infrastructure Services	Program number and title	3.3 Property Services
Program Objective	Operate property services in a safe and effective manner to satisfy public demand.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Operate Deloraine Swimming Pool and provide support to community swimming pool at Caveside Responsible Officer: Property Management Officer	6.4, 6.6	Review and extend existing contract Achieved	Undertake pre-opening inspection and required maintenance. Open pool 1 December Achieved	Operate pool to 1 March Achieved	
2	Review the operation of the Deloraine Pool	6.6		Complete review Achieved		
3	Complete Annual Maintenance Statement (Section 56) and Asbestos Audit (NCOP) compliance Responsible Officer: Property Management Officer	6.1			Carry out annual inspections Achieved	
4	Co-ordinate building maintenance – general, reactive and programed Responsible Officer: Property Management Officer	6.1	Undertake required maintenance Achieved	Undertake required maintenance Achieved	Undertake required maintenance Achieved	Undertake required maintenance Achieved

5	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2017-2018 Capital Works Program Responsible Officer: Property Management Officer		Report to program Achieved	Report to program Achieved	Report to program Achieved	Report to program Achieved
6	Review Evacuation Plans Responsible Officer: Property Management Officer	6.6				Review plans Achieved

Action performance targets

No.	Performance target
1	Review of Contractors compliance with the contract
2	Meet timeframes set out by Conquest
3	Meet timeframes set out by Conquest
4	Completion of projects in line with project plan requirements
5	Completion of review by June 30

Directorate	3. Infrastructure Services	Program number and title	3.4 Parks & Recreation
Program Objective	To provide and maintain parks and recreation facilities throughout the Local Government Area.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake inspections and condition assessments of all equipment and facilities Responsible Officer: Director Works & Technical Officer Community Spaces	6.1, 6.6	Undertake required inspections Achieved	Undertake required inspections Achieved	Undertake required inspections Achieved	Undertake required inspections Achieved
2	Complete the Strategic Plan for Council's open space areas for Hadsden and Prospect Vale Responsible Officer: Technical Officer Community Spaces	6.6	Community consultation Achieved	Report to Council In progress	Prepare budget items for 2018-2019 Achieved	
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2017-2018 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review In progress	Report to program in Annual Plan Review In progress	Report to program in Annual Plan Review In progress	Report to program in Annual Plan Review In progress
4	Undertake tree audit of reserves (parks and sports facilities) and identified townstreets Responsible Officer: Technical Officer Community Spaces	6.1		Undertake audit In progress		
5	Provide support to the Townscape Reserves and Parks Special Committee (TRAP) Responsible Officer: Technical Officer Community Spaces	6.6	Conduct meeting and report on outcomes Achieved	Conduct meeting and report on outcomes Achieved	Conduct meeting and report on outcomes	Conduct meeting and report on outcomes Achieved
6	Westbury Recreation Ground Function Centre Business Case Responsible Officer: Property Management Officer	6.6	Draft report to Council Workshop Achieved			

Action performance targets

No.	Performance target
1	Meet timeframes set out by Conquest. Annual comprehensive inspection completed by December 31
2	Present Strategy to Council by December 31
3	Completion of projects in line with project plan requirements
4	Complete audit work by 31 December
5	Bimonthly meetings
6	Present business case to Council Workshop by December 31

Directorate	3. Infrastructure Services	Program number and title	3.5 Asset Management and GIS
Program Objective	Provision of Asset and GIS services to assist the operations of Council.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.3 The Meander Valley transport network meets the present and future needs of the community and business.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Co-ordinate Asset Management Group and Improvement Plan <ul style="list-style-type: none"> - Review Asset Management Plans - Undertake Conquest training and development - Undertake AM training and awareness - Develop whole of organisation approach to AM Responsible Officer: Asset Management Coordinator	6.1, 6.6	Chair meeting and action improvement program Achieved	Chair meeting and action improvement program Achieved	Chair meeting and action improvement program Achieved	Chair meeting and action improvement program Achieved
2	Prepare 2018-2019 Capital Works Program Responsible Officer: Asset Management Coordinator	6.1, 6.3, 6.6		Update Proposed Projects list Achieved	Prioritise and undertake further design and cost estimation Achieved	Annual program prepared for approval by Council Achieved
3	Update asset information including <ul style="list-style-type: none"> - capitalisation of assets in Conquest - undertake bridge revaluation Responsible Officer: Asset Management Coordinator	6.1	Capitalisation of assets and recording in Conquest and GIS In progress	Capitalisation of assets and recording in Conquest and GIS In progress	Capitalisation of assets and recording in Conquest and GIS In progress	Capitalisation of assets and recording in Conquest and GIS In progress
6	GIS Activities <ul style="list-style-type: none"> - Input GIS data relating to capitalisation of assets and subdivisions Responsible Officer: Asset Management Coordinator	6.1				Update GIS In progress

7	Undertake additional survey of stormwater assets and update GIS Responsible Officer: Asset Management Coordinator	6.1				Complete by 30 June In progress
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Action performance targets

No.	Performance target
2	To prepare annual Capital Works Program for approval at May Council meeting
3	Capitalisation of assets prior to finalisation of 2017-2018 Statutory Reporting. Completion of bridge revaluation for TAO by Dec 30 2017.
4	Update GIS information for completed projects by 30 June

Directorate	3. Infrastructure Services	Program number and title	3.6 Waste Management and Resource Recovery
Program Objective	To provide adequate, efficient, and affordable waste services within Meander Valley Local Government Area		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Provision of kerbside collection contracts for waste, recyclables and organics Responsible Officer: Senior Technical Officer	6.6	Manage Contract In progress	Manage Contract In progress	Manage Contract In progress	Manage Contract In progress
2	Provision of landfill, waste transfer stations and resource recovery operations contract Responsible Officer – Senior Technical Officer	6.6	Manage Contract In progress	Manage Contract In progress	Manage Contract In progress	Manage Contract In progress
3	Provision of hard waste collection Responsible Officer: Senior Technical Officer	6.6		Undertake collection Achieved	Report to Council in Annual Plan Review Achieved	
4	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2017-2018 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review In progress	Report to program in Annual Plan Review In progress	Report to program in Annual Plan Review In progress	Report to program in Annual Plan Review In progress
5	Operational compliance with Environment Protection Notice for Westbury and Deloraine landfill sites. Responsible Officer: Senior Technical Officer	6.6	Ground and surface water monitoring. Annual Report to EPA Achieved		Ground and surface water monitoring Achieved	

Action performance targets

No.	Performance target
1	Supervise and review contract
2	Supervise and review contract
3	Report to Council by March 31 on collection results
4	Completion of projects in line with project plan requirements

Directorate	3. Infrastructure Services	Program number and title	3.7 Stormwater Management
Program Objective	<p>To minimize the risk of flooding and provide clean water into the region's waterways. Council through the Urban Drains Act and the Local Government (Highways) Act aims to provide piped stormwater networks in line with current local government standards and major stormwater networks (overland flows and roads) capable of meeting a 1% AEP.</p> <p>Water quality is managed through Water Sensitive Urban Design (WSUD) principles where appropriate.</p>		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (6) - Planned infrastructure services</p> <p><i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Develop stormwater system management plans in line with legislation Responsible Officer: Senior Technical Officer	6.1				Complete program by 30 June In progress
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2017-2018 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved

Action performance targets

No.	Performance target
1	Complete all high risk catchments by June 2018
2	Completion of projects in line with project plan requirements

Directorate	3. Infrastructure Services	Program number and title	3.8 Sustainable Development
Program Objective	Develop sustainable practices within our organisation and community through leading, supporting and encouraging staff, contractors and community to use energy, water and non-renewable resources more productively. Promote and support sustainable economic development initiatives.		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (1) - A sustainable natural and built environment <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley</i> <i>1.4 Meander Valley is environmentally sustainable.</i></p> <p>Future Direction (2) - A thriving local economy <i>2.2 Economic development in Meander Valley is planned, maximizing existing assets and investment in infrastructure.</i></p> <p>Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Support activities of the Sustainable Environment Committee Responsible Officer: Sustainable Development Project Manager	1.4	Report on progress via quarterly meeting minutes Achieved	Report on progress via quarterly meeting minutes Achieved	Report on progress via quarterly meeting minutes Achieved	Report on progress via quarterly meeting minutes Achieved
2	Support the progress of the Hadspen Urban Growth Area Responsible Officer: Sustainable Development Project Manager	2.2	Report in Annual Plan Review Achieved	Report in Annual Plan Review Achieved	Report in Annual Plan Review Achieved	Report in Annual Plan Review Achieved
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2017-2018 Capital Works Program Responsible Officer: Director Infrastructure Services	6.1	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved

4	Bioenergy Project Responsible Officer:- Sustainable Development Project Manager	2.2	Background report completed Achieved	Stage 1 Feasibility Achieved	Report to Council Achieved	
5	Prepare Local Provisions Schedule for the Tasmanian Planning Scheme Responsible Officer: Senior Strategic Planner	1.1	Prepare Project Plan Achieved	Draft Local Provisions Schedule Achieved	Finalise Local Provisions Schedule Achieved	
6	Westbury Road Prospect Vale – Activity Centre Plan Responsible Officer: Senior Strategic Planner	6.6	Prepare project plan and engage consultant In progress	Develop draft plan In progress	Present plan to Council In progress	

Action performance targets

No.	Performance target
2	Part V agreements established with landowners for infrastructure development
3	Completion of projects in line with project plan requirements
4	Complete feasibility and commence business case

Community and Development Services

Directorate	4. Community & Development Services	Program number and title	4.1 Land Use & Planning
Program Objective	To carry out planning duties and prepare policies for the sustainable development of the local government area		
Link to Community Strategic Plan 2014 to 2024	Future Direction (1) - A sustainable natural and built environment. <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i> <i>1.2 Liveable townships, urban and rural areas across the local government area with individual character.</i> <i>1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Process development applications in accordance with delegated authority Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved
2	Process Planning Scheme Amendments Responsible Officer: Director Community & Development Services	1.1, 1.2, 1.3	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved

Action performance targets

No.	Performance target
1	Within Statutory time frames, 100% Conformance
2	Within Statutory time frames, 100% Conformance

Directorate	4. Community & Development Services	Program number and title	4.2 Building, Plumbing & Permit Authority 2016
Program Objective	To carry out statutory responsibilities for the administration and enforcement of the Building Act 2016 and the Tasmanian Building Regulations 2016.		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (1) - A sustainable natural and built environment.</p> <p><i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p><i>1.2 Liveable townships, urban and rural areas across the local government area with individual character.</i></p> <p><i>1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.</i></p> <p><i>1.4 Public health and the environment is protected by the responsible management of liquid and solid waste at a local and regional level.</i></p> <p>Future Direction (3) Vibrant and engaged communities.</p> <p><i>3.2 Successful local events enhance community life.</i></p> <p>Future Direction (4) A healthy and safe community.</p> <p><i>4.3 Public health and safety standards are regulated, managed and maintained.</i></p> <p>Future direction (5) Innovative leadership and community governance</p> <p><i>5.5 Councils in the region collaborate and share resources for the collective good of their communities</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Permit Authority – Issue Permits for Category 4 Building works Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved
2	Permit Authority – Process Notifiable Building Works (Category 3) Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved
3	Permit Authority – Manage outstanding Building Completions and Illegal Works Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3				Reduce outstanding completions by 10%

						Achieved
4	Coordinate Major Events applications Responsible Officer: 337 Officers	3.2	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved
5	Conduct inspections and process applications for Plumbing Permits Responsible Officer: Plumbing Surveyor	1.4, 1.4, 5.5	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved

Action performance targets

No.	Performance target
1	Issue Building Permits within 7 working days from the date all other permits and documents as required by the Building Act, are received by Council. Achieve 95% conformance.
2	Building applications processed in a timely manner
3	Outstanding building completions and illegal works reduced by 10%
4	Respond to applications within 7 working days
5	Process plumbing applications within 7 days and special connection permits within 14 days of receipt of all information

Directorate	4. Community & Development Services	Program number and title	4.3 Environmental Health
Program Objective	Manage Council's statutory obligations in relation to Environmental Protection and Preventative Health		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (1) - A sustainable natural and built environment. <i>1.5 Public health and the environment is protected by the responsible management of liquid and solid waste at a local and regional level.</i></p> <p>Future Direction (4)- A healthy and safe community. <i>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</i> <i>4.3 Public health and safety standards are regulated, managed and maintained.</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Monitor and sample water quality of recreational waters Responsible Officer: Environmental Health Officer	1.5, 4.1	Record Results Achieved	Record Results Achieved	Record Results Achieved	Record Results Achieved
2	Inspect Places of Assembly annually as per program Responsible Officer: Environmental Health Officer	4.1, 4.3	Issue Annual Licence Achieved	Issue Annual Licence Achieved	Issue Annual Licence Achieved	Issue Annual Licence Achieved
3	Inspect and register food premises annually Responsible Officer: Environmental Health Officer	4.1, 4.3	Issue annual registration for all premises Achieved	Inspections as per Schedule Achieved	Inspections as per Schedule Achieved	Issue annual registration for all food premises Achieved
4	Co-ordinate immunisation clinics for school and staff Responsible Officer: Environmental Health Officer	4.1, 4.3				Complete Immunisation Program Achieved

Action performance targets

No.	Performance target
1	Respond to non-conformances within 48 hours
2	Conduct inspections as per program
3	Conduct inspections as per program
4	Provide school based immunisations as per program

Directorate	4. Community & Development Services	Program number and title	4.4 General Inspector
Program Objective	To carry out statutory responsibilities for the administration and enforcement of the Dog Control Act 2000, Fire Services Act 1979 and the Local Government Act 1993.		
Link to Community Strategic Plan 2014 to 2024	Future direction (4) - A healthy and safe community. <i>4.3 Public health and safety standards are regulated, managed and maintained.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Annual Audit of Dog Registrations Responsible Officer: General Inspector	4.3			Conduct Audit Achieved	
2	Fire Abatement Management Responsible Officer: General Inspector	4.3		Issue Notices Achieved	Issue Notices Achieved	
3	Investigate incidents and complaints regarding animal control Responsible Officer: General Inspector	4.3	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved

Action performance targets

No.	Performance target
1	Audit conducted as scheduled
2	Notices issued as required
3	Investigate all cases and complaints within 10 days

Directorate	4. Community & Development Services	Program number and title	4.5 Natural Resource Management
Program Objective	Facilitate Natural Resource Management for Council and Community		
Link to Community Strategic Plan 2014 to 2024	Future Direction (1) - A sustainable natural and built environment. <i>1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.</i> <i>1.4 Meander Valley is environmentally sustainable</i> <i>1.6 Participate and support programs that improve water quality in our waterways.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Continue implementation of NRM strategies as per annual work plan Responsible Officer: NRM Officer	1.3, 1.4, 1.6	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved
2	Review and update Councils Natural Resource Management Strategy Responsible Officer: NRM Officer	1.3, 1.4, 1.6	Complete Strategy Achieved	Design internet version of Strategy In progress	Develop internet version of Strategy Not Achieved	Internet version of strategy completed Not Achieved
3	Participate in the Tamar Estuary Esk Rivers Program Responsible Officer: NRM Officer	1.3, 1.4, 1.6			Report on TEER activities Achieved	

Action performance targets

No.	Performance target
1	Complete actions within timeframes and within budget
2	Strategy completed
3	Attend annual meetings and support a regional approach to river catchment management

Directorate	4. Community & Development Services	Program number and title	4.6 Community Development
Program Objective	Working with the community for the benefit of all		
Link to Community Strategic Plan 2014 to 2024	Future Direction (3) - Vibrant and engaged communities. <i>3.1 Creativity and learning are art of daily life across the communities of Meander Valley.</i> <i>3.2 Successful local events enhance community life.</i> <i>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.</i> Future Direction (4) - A healthy and safe community. <i>4.1 The health and wellbeing needs of all sectors of the community are planned, met and managed.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Facilitate the operation of the Meander Valley Community Safety Group Responsible Officer – Community Development Manager	3.4, 4.1.	Conduct meeting and report on progress Achieved	Conduct meeting and report on progress Achieved	Conduct meeting and report on progress Achieved	Conduct meeting and report on progress Achieved
2	Deliver the Community Grants Program Responsible Officer – Community Development Manager	3.1, 3.2, 3.4, 4.1.	Acquit Round 1 and advertise Achieved	Acquit Round 2 and advertise Achieved	Acquit Round 3 and advertise Achieved	Acquit Final Round and advertise Conduct Grants Information Forum Achieved
3	Conduct Art Exhibition Responsible Officer – Community Development Manager	3.1, 3.2	Review Art exhibition Achieved	Establish format for exhibition Achieved	Conduct exhibition Achieved	Review exhibition Achieved

Action performance targets

No.	Performance target
1	Meetings held and goals achieved
2	Number and range of grant applications
3	Number of artists participating

Directorate	4. Community & Development Services	Program number and title	4.7 Services To Young people
Program Objective	To address and support the needs of young people through responsive and participatory approaches		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (3) - Vibrant and engaged communities</p> <p><i>3.1 Creativity and learning are part of daily life across the communities of Meander Valley.</i></p> <p><i>3.2 Successful local events enhance community life.</i></p> <p><i>3.3 Educations and training opportunities are available to everyone across the local government areas.</i></p> <p><i>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.</i></p> <p><i>3.5 Young people have the opportunity to be engaged in community life.</i></p> <p>Future Direction (4) - A healthy and safe community.</p> <p><i>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</i></p> <p><i>4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation.</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Conduct School Holiday Program Responsible Officer: Community Officer	3.1, 3.2, 3.3, 3.4, 3.5, 4.1, 4.2	Conduct and report Achieved	Conduct and report Achieved	Conduct and report Achieved	Conduct and report Evaluate overall outcomes Achieved
2	Conduct Stepping Stones Camps Responsible Officer: Community Officer	3.1, 3.3, 3.4, 4.1, 4.2.	Conduct program Achieved	Conduct program Achieved	Conduct program Achieved	Conduct program and evaluate overall outcomes Achieved
4	Conduct 'National Youth Week' Event Responsible Officer: Community Officer	3.1, 3.2, 3.5, 4.1.			Prepare and advertise event Achieved	Conduct event Achieved
5	Facilitate outdoor recreation programs Responsible Officer: Community Officer	3.1, 3.3, 4.1, 4.2.	Conduct program Achieved	Conduct program Achieved	Conduct program Achieved	Conduct program Achieved

Action performance targets

No.	Performance target
1	Programs conducted and evaluated
3	Program conducted and evaluated
4	Event conducted and evaluated
5	Program conducted and evaluated

Directorate	4. Community & Development Services	Program number and title	4.8 Recreation and Sport Services
Program Objective	To provide current and future recreation and sport programs and facilities		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (1) - A sustainable natural and built environment. <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p>Future Direction (4) - A healthy and safe community. <i>4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and massive recreation.</i></p> <p>Future direction (5) - Innovative leadership and community governance. <i>5.3 Evidence based decision making engages the community and is honest, open and transparent.</i></p> <p>Future Direction (6) - Planned infrastructure services. <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilised and maintained.</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Support the operation of the Recreation Co-Ordination Group Responsible Officer: Recreation Coordinator	4.2, 6.4	Conduct meeting Achieved	Conduct meeting Achieved	Conduct meeting Achieved	Conduct meeting Achieved
2	Co-ordinate usage and promotion of Prospect Vale Park and Hadspen Recreation Ground Responsible Officer: Recreation Coordinator	4.2, 6.4	Conduct all users meeting Achieved	Liaise with User Groups Achieved	Conduct all users meeting Achieved	Liaise with User Groups Achieved
3	Deloraine & Districts Recreation Precinct Feasibility Study Responsible Officer: Recreation Coordinator	1.1, 4.2, 5.3	Draft report to Council In progress		Review recommendations Achieved	

Action performance targets

No.	Performance target
1	Meeting held and goals achieved
2	User meeting held and goals achieved
3	Study completed and reported to Council

Directorate	4. Community & Development Services	Program number and title	4.9 Recreation Facilities Management
Program Objective	To provide indoor facilities for recreational, social and community based activities that are safe, comfortable and fit for purpose		
Link to Community Strategic Plan 2014 to 2024	<p>Future direction (1) - A sustainable natural and built environment. <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p>Future Direction (3) - Vibrant and engaged communities. <i>3.3 Education and training opportunities are available to everyone across the local government area.</i> <i>3.5 Young people have the opportunity to be engaged in community life.</i></p> <p>Future Direction (4) -A healthy and safe community. <i>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</i> <i>4.2 Infrastructure facilities and programs encourage increased participation in all forms of active and passive recreation.</i></p> <p>Future direction (6) - Planned infrastructure services. <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilised and maintained.</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Preliminary Review of Sport and Recreation Plan Responsible Officer: Recreation Coordinator	1.1, 4.1, 6.4		Review document In progress	Report proposed changes Not Achieved	
2	Develop a strategy and implement to promote and market indoor recreation facilities to current and prospective users Responsible Officer: Recreation Coordinator	3.5, 4.1, 4.2, 6.4.	Develop and implement strategy Achieved	Conduct all users meeting In progress	Review strategy In progress	Conduct all users meeting Achieved

3	Research and design a pilot Meander Valley VET Work Placement Program at the Westbury Sports Centre and associated local venues Responsible Officer: Recreation Coordinator	3.3, 3.5, 4.1, 6.4		Complete research and design In progress	Complete Pilot Program Achieved	Review and evaluate effectiveness Achieved
4	Develop a Draft Long Term Capital Asset Expenditure Plan for recreation facilities Responsible Officer: Recreation Coordinator	1.1, 4.1, 4.2, 6.1, 6.4		Identify existing documents and prepare scope of review In progress	Facility inspections and consultation In progress	Prepare draft plan for Council In progress

Action performance targets

No.	Performance target
1	Review, identify and report proposed changes
2	Complete strategy and hold all user meetings
3	Pilot Program to be conducted and evaluated
4	Prepare draft Plan

Works

Directorate	5. Works	Program number and title	5.1 Parks, Reserves, Sports Grounds and Cemeteries
Program Objective	To ensure that Councils parks, reserves, cemeteries and sports grounds are suitably maintained to provide a safe, clean and inviting experience to community and sporting organisations.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Provide facility maintenance services Responsible Officers: Works Supervisors and Works Officers	6.1, 6.4, 6.6	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved
2	Undertake capital works as per the specific projects listed in the 2016-2017 Capital Works Program	6.1	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved

Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System & Conformance with annual budget
2	Conformance with project budget and works program

Directorate	5. Works	Program number and title	5.2 Roads
Program Objective	To construct and maintain a safe and effective road network to meet the needs of road users and the community.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.3 The Meander Valley transport network meets the present and future needs of the community and business</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake the maintenance work in accordance with the level of service required. Responsible Officer: Works Supervisors & Works Officers	6.1, 6.3, 6.6	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved
2	Plan and deliver capital works projects and provide progress report to Council Responsible Officer: Works Director, Works Supervisors & Works Officers	6.3, 6.6	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved

Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System
1	Conformance with project budget and works program

Directorate	5. Works	Program number and title	5.3 Toilets, Street Cleaning and Litter Collection
Program Objective	To ensure public toilets and streets are maintained in a clean and tidy condition.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake street/reserve litter collection and street cleaning Responsible Officers: Works Supervisors & Works Officers	6.1, 6.4, 6.6	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved
2	Undertake cleaning of toilets in accordance with the current level of service Responsible Officers: Works Supervisors & Works Officers		Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved

Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System
1	Conformance with annual budget
2	Achieve 95% conformance with Customer Service Request System
2	Conformance with annual budget

Directorate	5. Works	Program number and title	5.4 Urban Stormwater
Program Objective	To provide and maintain an effective urban storm water drainage system		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6)- Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.5 Stormwater and flooding cause no adverse impacts.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Provide storm water maintenance services Responsible Officers: Works Supervisors and Works Officers	6.1, 6.5, 6.6	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved
2	Plan and deliver capital work projects and provide progress report to Council Responsible Officers: Works Director, Works Supervisors and Works Officers	6.1, 6.6	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved

Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request system
1	Conformance with annual budget
2	Conformance with project budget and works program

Directorate	5. Works	Program number and title	5.5 Plant
Program Objective	To provide plant and equipment that suits Councils activities and is financially sustainable		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Manage plant to achieve operational objectives Responsible Officers: Works Director and Works Supervisors	6.1, 6.6			Complete major plant annual review Achieved	
2	Undertake plant purchases in accordance with 10 year Major Plant Replacement Program and report to Council Responsible Officer: Works Director	6.1, 6.6	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved

Action performance targets

No.	Performance target
1	Major plant hire rates to be competitive with private sector
1	Major plant utilisation reviewed to inform 10 year Plant Replacement Program
2	Conformance with project budget and works program

Directorate	5. Works	Program number and title	5.6 Management
Program Objective	To provide facilities, resources and leadership to support the effective and efficient delivery of services to the community		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Respond to customer enquiries Responsible Officers: Works Director, Works Supervisors and Works Officers	6.1 t	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved
2	Engage consultant to undertake assessment and provide report on Works Depots Responsible Officer: Works Director and External Consultant	6.6	Finalise scope of project Achieved	Engage consultant In progress	Receive report and present to Council Not Achieved	

Action performance targets

No.	Performance target
1	Provide advice to customer in accordance with Customer Service Charter
1	Achieve 95% conformance with Customer Service Request System
2	Report to Council and finalise future strategy for Depot sites

GOV 6 MEANDER VALLEY COUNCIL ANNUAL PLAN 2018-19

1) Introduction

The purpose of this report is for Council to adopt the Meander Valley Council Annual Plan 2018-19.

2) Background

The purpose of an annual plan is to provide a public statement that outlines the projects, activities and programs that Council will commit to undertake during the upcoming financial year.

The draft Meander Valley Council Annual Plan 2018-19 was presented at the May Council workshop.

3) Strategic/Annual Plan Conformance

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

- Future Direction (5) Innovative leadership and community governance

4) Policy Implications

Not applicable.

5) Statutory Requirements

Section 71 of the Local Government Act 1993 requires Council to prepare and approve an annual plan for the municipal area for each financial year.

6) Risk Management

Not applicable.

7) Consultation with State Government and other Authorities

Not applicable.

8) Community Consultation

The Meander Valley Council Annual Plan will be available for viewing and review at the public offices of Meander Valley Council during normal business hours.

It will also be available on the Meander Valley Council website.

9) Financial Impact

The projects, activities and programs in the Meander Valley Council Annual Plan 2018-19 have been aligned with the proposed 2018–2019 operating budget.

10) Alternative Options

Not applicable.

11) Officers Comments

Section 71 of the Local Government Act 1993 (Act) requires Council to prepare an annual plan for each financial year. The Act states that the annual plan is to:

- Be consistent with the strategic plan
- Include a statement setting out the manner in which Council meets the goals and objectives of the strategic plan
- Include a summary of estimates adopted through the budget process

AUTHOR: Martin Gill
GENERAL MANAGER

12) Recommendation

It is recommended that Council adopt the Annual Plan as attached for the 2018-2019 financial year.

Meander Valley Council

Annual Plan 2018-2019



Meander Valley Council
WORKING TOGETHER



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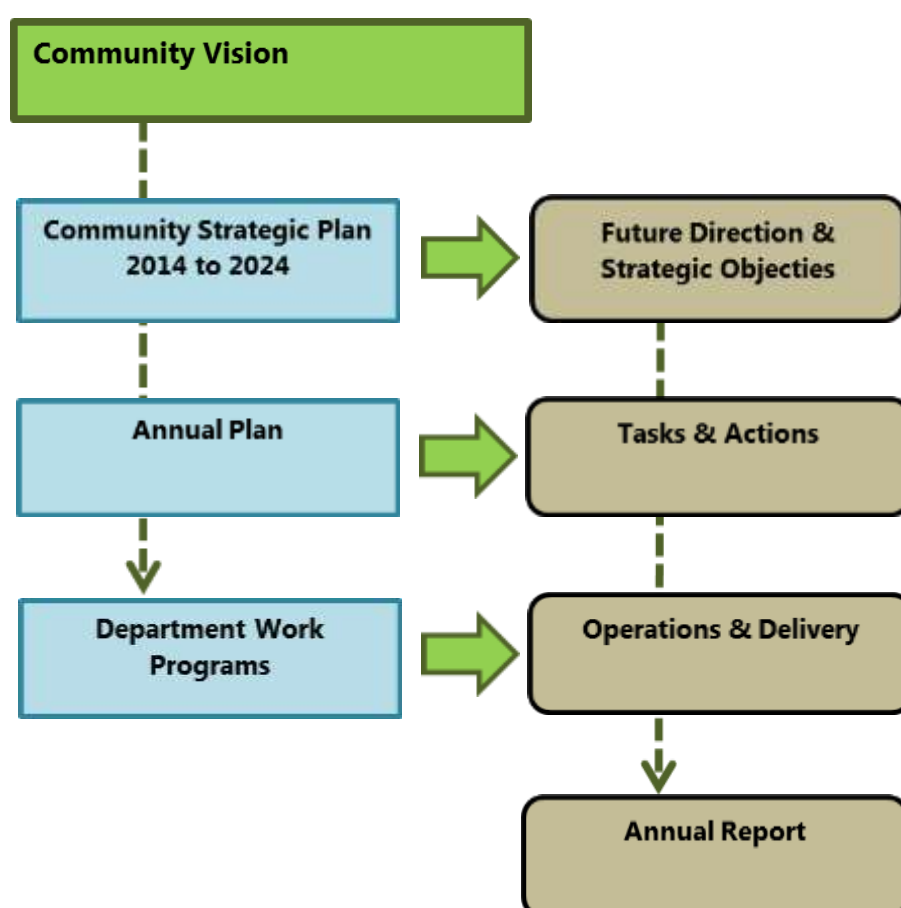
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ANNUAL PLAN OVERVIEW

The Annual Plan outlines the programs and services Council intends to deliver throughout the financial year. Preparation of the Annual Plan is informed by the strategic objectives of the Meander Valley Community Strategic Plan 2014 to 2024, the activities required to undertake the day-to-day operations and the management of regulatory responsibilities.

Link to Community Strategic Plan 2014 to 2024

The Community Strategic Plan 2014 to 2024 outlines the vision of the community. Council works to implement the vision through six future direction statements that are aligned with key strategic outcomes. These strategic outcomes guide the development of projects and programs. The diagram below depicts the current strategic planning framework of Meander Valley Council:



The coming year will see Council deliver the following projects –

- Upgrade of the Westbury Recreation Ground Change Rooms
- Implementation of Waste Management Strategy Action Plan
- Local Provision Schedules for inclusion in the new Tasmanian Planning Scheme
- Development of Stormwater System Management Plans
- Upgrade of Railton Road
- Construction of new netball courts in Deloraine

An extensive Capital Works Program, valued at \$8.2 million, will be delivered. The value of the works approved is in line with the projections in the Long Term Financial Plan, with \$2.3 million of this figure being allocated to building new and upgraded infrastructure.

BUDGET ESTIMATES

	2018-2019	2017-2018
Revenue:		
Rate Revenue	12,465,800	11,890,600
Fees and User Charges	1,228,300	1,126,500
Contributions and Donations	46,500	120,000
Interest	785,400	751,000
Grants and Subsidies	4,602,400	4,638,000
Other Revenue	736,500	1,023,300
Total Operating Revenue:	19,864,900	19,549,400
Operating Expenditure:		
Employee Costs	6,658,000	6,434,300
Maintenance and Working Expenses	6,410,700	6,482,200
Borrowing Costs	236,500	241,300
Depreciation	5,135,500	5,052,000
Payments to Government Authorities	1,192,000	1,136,200
Other Payments	274,700	250,200
Total Operating Expenditure:	19,907,400	19,596,200
Underlying Surplus/(Deficit)	204,400	83,400
Net Operating Surplus/(Deficit)including capital and abnormal items	2,862,100	4,117,900
Capital Expenditure	13,753,100	13,517,700
Repayment of Loans:		
Asset Sales:	216,000	0
Closing Cash Balance:	15,899,100	11,904,100
Net assets:	290,532,357	287,670,257

RATES AND CHARGES

The following rates and charges will apply for 2018-2019:

General rate:	All rateable properties are applied a General Rate of 5.906 cents in the \$ of AAV with a minimum charge of \$135.
Waste Management:	For properties without a kerbside collection service the charge is \$52. For each separate service where kerbside garbage and/or green-waste and recycling collection is provided the charge is \$180 for the standard collection of one 80L mobile garbage bin and one mobile recycling bin or \$206 for the extra capacity collection of one 140L mobile garbage bin and one mobile recycling bin or \$360 for one 240L mobile garbage and one mobile recycling bin.
Fire Levies:	<p>All properties within the municipal area are rated based on the income requirements of the State Fire Commission.</p> <p>Properties within the Launceston Permanent Brigade District are applied a rate of 1.3646 cents in the \$ of AAV with a minimum of \$40.</p> <p>Properties within the Volunteer Brigade Districts are applied a rate of 0.3962 cents in the \$ of AAV with a minimum of \$40.</p> <p>All other properties are applied a rate of 0.3649 cents in the \$ of AAV with a minimum of \$40.</p>
Payment Method:	Ratepayers are provided with the option of paying their rates in full, with no discount for early payment, or paying their rates in four approximately equal instalments due on 31 August 2018, 31 October 2018, 31 January 2019 and 29 March 2019.
Penalties for late payment:	Any late payment of rates and charges will be subject to daily interest at a rate equivalent to 8.81% per annum (2.4137c per \$100 per day).

Council's Rating Policy No 77 is available on the website www.meander.tas.gov.au

POLICY REVIEW

POLICY FOR REVIEW	28 June Audit Panel	30 Sept. Council	30 Sept. Audit Panel	31 Dec. Council	31 Dec. Audit Panel	31 March Council	31 March Audit Panel	30 June Council
Governance:								
Policy 1: Risk Management								
Corporate Services:								
Policy 68: Writing Off Debts								
Infrastructure Services:	Nil							
Community and Development Services:								
Policy 34: Real Estate Advertising Signs								
Policy 73 Managing Public Appeals								
Policy 89: Mobile Food Vans								
Works:	Nil							

DOCUMENT REVIEW

OPERATION Document Reviews	By 30 September	By 31 December	By 31 March	By 30 June
Governance:				
Style Manual				
Delegations				
Special Committees of Council				
Pubic Interest Disclosures				
Economic Development Strategy				
Business Continuity Plan				
Code of Conduct (with 12 months of ordinary election)				
External WH&S Audit				
Corporate Services				
Financial Management Strategy				
Infrastructure Services:				
Code of Tendering and Contracts				

Community and Development Services:				
Meander Valley Community Safety Plan				
Sport & Recreation Action Plan 2012-2015				
Works:	Nil			

PROGRAM ACTIVITY

Governance

Directorate	1. Governance	Program number and title	1.1 Secretarial and Administrative support
Program Objective	To undertake functions to ensure compliance with legislative requirements		
Link to Community Strategic Plan 2014 to 2024	Future Direction (3) - Vibrant and Engaged communities <i>3.2 Successful local events enhance community life.</i> Future Direction (5) - Innovative Leadership and Community Governance <i>5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Deliver Annual Plan Responsible Officer: Executive Assistant	5.1	Prepare quarterly review	Prepare quarterly review	Prepare quarterly review	Prepare quarterly review. Prepare 2018/19 Annual Plan
2	Prepare Annual Report & Conduct Annual General Meeting (AGM) Responsible Officer: Executive Assistant	5.6	Complete draft for printing	Complete report and present at AGM. Advertise and conduct AGM		
3	Policy Review & Operations Document Review Responsibility – Executive Assistant Responsible Officer: Executive Assistant	5.1	Review as per schedule	Review as per schedule	Review as per schedule	Review as per schedule
4	Conduct Australia Day (AD) event Responsibility – Executive Assistant Responsible Officer: Executive Assistance	3.2	Review AD criteria. Call for nominations	Assess nominations. Plan civic function	Conduct a civic function on AD	
5	Review the Community Strategic Plan 2014 to 2024 Responsible Officer: General Manager			Undertake review	Update	

6	Prepare and implement Induction Program for new Council Responsible Officer: General Manager	5.4	Prepare program	Implement Program		
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Action performance targets

No.	Performance target
2	AGM held and Annual Report adopted by Council
4	AD Event Conducted
5	Community Strategic Plan reviewed and updated if required

Directorate	1. Governance	Program number and title	1.2 Risk Management
Program Objective	Minimise risk to our people and the public		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5) - Innovative leadership and community governance <i>5.4 Meander Valley Councilors and employees have the knowledge, skills and attitude to responsibly undertake community governance and operational responsibilities.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Implement Risk Management Framework Responsible Officer: General Manager	5.6	Review the framework	Action the framework	Action the framework	Action the framework
2	Implement the Internal Audit Program Responsible Officer: Risk & Safety Officer	5.4	Review of Audit outcomes		Review of Audit outcomes	

Action performance targets

No.	Performance target
1	Review Completed and Update endorsed by Audit Panel
2	Audit Recommendations implemented

Directorate	1. Governance	Program number and title	1.3 Employee Health and Safety Management
Program Objective	To provide a safe place of work for our people and to measure and monitor our employer obligations.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5)- Innovative leadership and community governance <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Health and Safety Committee Responsible Officer: Health & Safety Officer	5.6	Conduct quarterly meeting	Conduct quarterly meeting	Conduct quarterly meeting	Conduct quarterly meeting
3	Deliver a Health and Wellbeing Program Responsible Officer: General Manager	5.6	Conduct quarterly meeting and implement programs	Conduct quarterly meeting and implement programs	Conduct quarterly meeting and implement programs	Conduct quarterly meeting and implement programs
6	Workplace Consultative Committee operation Responsible Officer: General Manager	5.6	Conduct quarterly meeting	Conduct quarterly meeting	Conduct quarterly meeting	Conduct quarterly meeting

Action performance targets

No.	Performance target
1	Conduct meetings
2	N/A
3	Respond to suggestions with 14 days of meetings

Directorate	1. Governance	Program number and title	1.4 Other Governance Functions
Program Objective	To provide good governance		
Link to Community Strategic Plan 2014 to 2024	Future direction (2) - A thriving local economy <i>2.1 The strengths of Meander Valley attract investment and provide opportunities for employment.</i> <i>2.2 Economic development in Meander Valley is planned, maximising existing assets and investment in infrastructure</i> <i>2.3 People are attracted to live in the townships, rural and urban areas of Meander Valley.</i> Future Direction (5) - Innovative leadership and community governance 5.6 Meander Valley Council is recognised as a responsibly managed organisation.		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Participation in Northern Tasmania Development Corporation Ltd (NTDC) Responsible Officer: General Manager	2.1	Attend NTDC Local Government Committee Meeting	Attend NTDC Local Government Committee Meeting	Attend NTDC Local Government Committee Meeting	Attend NTDC Local Government Committee Meeting
2	Participate in Resource Sharing Implementation project with other Councils in the northern region Responsible Officer: General Manager	5.6		Prepare Implementation Plan		Prepare Project Plans
3	Promote investment in Meander Valley to support the growth of identified industry sectors Responsible Officer: General Manager	2.2	Identify opportunities and report on progress	Identify opportunities and report on progress	Identify opportunities and report on progress	Identify opportunities and report on progress
4	Continue to implement actions contained in the Communication Action Plan Responsible Officer: Communications Officer	2.3	Review progress and reset priorities	Report on progress via the Briefing Reports	Report on progress via the Briefing Reports	Report on progress via the Briefing Reports

Action performance targets

No.	Performance target
2	Complete Review and implement changes
4	Report on new development opportunities where commercial in confidence arrangements allow
5	Complete work plan for 2018 – 2019 FY

Corporate Services

Directorate	2. Corporate Services	Program number and title	2.1 Financial Services
Program Objective	Responsibly manage the Council's core financial activities		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5) - Innovative leadership and community governance <i>5.2 Long term financial planning and asset management underpins the ongoing viability of Meander Valley.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Raise Rates and Sundry Debtor accounts Responsible Officer: Director Corporate Services	5.2	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target
2	Fresh Municipal Valuation	5.2			Commence preliminary valuation data analysis	Property valuation database updated
3	Complete State Authority returns Responsible Officer: Rates Officer	5.6	Initial State Fire and Treasury pensioner claims and Annual State Fire Levy data return			Final State Fire and Treasury pensioner claims
4	Issue Section 132 certificates (Property Rates) Responsible Officer: Rates Officer	5.6	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target
5	Arrange annual insurance renewals Responsible Officer: Finance Officer & Director Corporate Services	5.6		Crime Insurance (Fidelity Guarantee renewal)	Directors and Officers and Employment Practices renewal	Annual renewals as per schedule incl. Public Liability and PI, ISR, Workers Comp. and MV
6	Reconciliation of Control Accounts Responsible Officer: Senior Accountant	5.2	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target

Action performance targets

No.	Performance target
1	<ul style="list-style-type: none">▪ Issue Rates notices before 31st August 2018▪ Issue Sundry Debtor notices within 10 working days of receipt of request
4	<ul style="list-style-type: none">▪ Issue 98% of Section 132 Certificates within 3 working days of entry of request
6	<ul style="list-style-type: none">▪ Reconcile rates, sundry debtor and creditors control accounts within 10 working days of the month end▪ Reconcile Payroll within 5 working days of processing

Directorate	2. Corporate Services	Program number and title	2.2 Financial Management & Reporting
Program Objective	To comply with statutory requirements for Local Government Finance, State and Federal Taxation and to provide meaningful reports for internal financial management		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5) - Innovative leadership and community governance <i>5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan.</i> <i>5.2 Long term financial planning and asset management underpins the ongoing viability of Meander Valley.</i> <i>5.3 Evidence based decision-making engages the community and is honest, open and transparent.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review and present the Long Term Financial Plan (LTFP) to Council Responsible Officer: Senior Accountant	5.2				Review and present the LTFP to Council
2	Coordinate the development and adoption of Budget and Rating recommendations with statutory timeframes Responsible Officer: Director Corporate Services	5.2			Determine budget update program	Present budget, fees and charges to Council in June
3	Annual external reporting Responsible Officer: Senior Accountant	5.6	Produce Statutory Accounts and complete KPI consolidated data sheets			Prepare end of year timetable for Statutory Accounts and Audit
4	Issue BAS, FBT and Payroll Tax returns within legislative timeframes Responsible Officer: Senior Accountant	5.6	Submit BAS and Payroll Tax returns on time	Submit BAS and Payroll Tax returns on time	Submit BAS and Payroll Tax returns on time	Submit BAS and Payroll Tax returns on time
5	Provide internal financial management reports on a timely basis for decision making Responsible Officer: Senior Accountant	5.3	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target

6	Monitor Council's short-term expenditure commitments and invest funds in accordance with Council's Investment policy Responsible Officer: Senior Accountant	5.2	Review cash flow weekly to determine funds for investment	Review cash flow weekly to determine funds for investment	Review cash flow weekly to determine funds for investment	Review cash flow weekly to determine funds for investment
7	Co-ordinate functions of the Audit Panel Responsible Officer: Director Corporate Services	5.6	Conduct meeting as per Audit Schedule	Conduct meeting as per Audit Schedule	Conduct meeting as per Audit Schedule	Conduct meeting as per Audit Schedule

Action performance targets

No.	Performance target
5	<ul style="list-style-type: none"> Produce and distribute ongoing project expenditure reports Produce and distribute monthly operating statements within 10 working days of end of month Submit September, December and March quarterly financial reports to Council in Oct 2018, Jan 2019 and April 2019 respectively

Directorate	2. Corporate Services	Program number and title	2.3 Information Technology
Program Objective	Provide reliable and effective information technology services for the organisation		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5)- Innovative leadership and community governance <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Maintenance and upgrade of IT infrastructure Responsible Officer: IT Officer	5.6	Commence rolling replacement of PC's	Complete rolling replacement of PC's.		
2	Implement Windows 10 Software to users Responsible Officer: IT Officer	5.6	Complete staged rollout of Windows 10 to all users			

Action performance targets

N/A

Directorate	2. Corporate Services	Program number and title	2.4 Information Management
Program Objective	Effectively manage and maintain Council's information resource		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5) Innovative leadership and community governance <i>5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Maintenance of Council's cemetery records in accordance with the Cemeteries Act Responsible Officers: Customer Service Officer & Information Management Officer	5.6	Maintain records in accordance with legislation	Maintain records in accordance with legislation	Maintain records in accordance with legislation	Maintain records in accordance with legislation
2	Annual Archive Disposal Responsible Officer: Information Management Officer	5.6	Arrange for removal of documents due for disposal			List documents due for disposal

Action performance targets

N/A

Directorate	2. Corporate Services	Program number and title	2.5 Human Resources
Program Objective	Effectively manage and support Council's human resources		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5)- Innovative leadership and community governance <i>5.4 Meander Valley Councillors and employees have the knowledge, skills and attitude to responsibly undertake community governance and operational responsibilities.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review 2016 Enterprise Agreement Responsible Officer: HR/Payroll Officer	5.6	Review increases and apply across new scale and allowances.			Review CPI percentage determine increase
2	Coordinate training needs via Learning Management system Responsible Officer: HR/Payroll Officer	5.4	Report to Directors on quarterly training to be delivered	Update training plan following Performance Reviews. Report to Directors on quarterly training to be delivered	Report to Directors on quarterly training to be delivered	Report to Directors on quarterly training to be delivered
3	Performance Review System Responsible Officers: HR/Payroll Officer & Directors	5.4	Ensure all employee performance reviews have been completed	Ensure all inside employee salary reviews have been completed	Ensure all mini performance reviews and all outside employee wage reviews have been completed	Review the current year's performance reviews and recommend any changes required

4	Provide administrative support to the Workplace Consultative Committee in negotiating a new Workplace Agreement	5.4		Commence new Workplace Agreement bargaining process	Continue Workplace Agreement bargaining process	Finalise new Workplace Agreement
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Action performance targets

N/A

Directorate	2. Corporate Services	Program number and title	2.6 Great Western Tiers Visitor Information Centre
Program Objective	Effectively manage and maintain Council's Visitor Information Centre		
Link to Community Strategic Plan 2014 to 2024	Future Direction (2) - A thriving local economy <i>2.4 A high level of recognition and demand for Great Western Tiers products and experiences.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Report on Visitation statistics and sales revenue Responsible Officer: Director Corporate Services	2.4	Advise information in the Briefing Report	Advise information in the Briefing Report	Advise information in the Briefing Report	Advise information in the Briefing Report

Action performance targets

N/A

Infrastructure Services

Directorate	3. Infrastructure Services	Program number and title	3.1 Emergency Services
Program Objective	To build capacity and resilience in the community and ensure Council is prepared to assist with emergency services in the response to emergencies and lead in the recovery.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (4) - A healthy and safe community <i>4.4 Prepare and maintain emergency management plans and documents and work with our communities to educate and plan for emergencies.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Co-ordinate the Municipal Emergency Management and Recovery Committee (MEMRC) Responsible Officer: Director Infrastructure	4.4	Chair quarterly meeting	Chair quarterly meeting	Chair quarterly meeting	Chair quarterly meeting
2	Support the operation of the Meander Valley SES unit through ongoing management of the MOU Responsible Officer: Director Infrastructure	4.4	Report to Council in Annual Plan Review			
3	Conduct emergency management training exercise facilitated by Red Cross Responsible Officer: Administration Officer Infrastructure Services	4.4		Conduct training		
4	Produce a Meander Valley Municipal Emergency Control Centre Plan (MECC) Responsible Officer: Administration Officer Infrastructure Services	4.4				Complete by 30 June

Action performance targets

No.	Performance target
1	Meetings held
2	Obtain activities report from Deloraine SES and provide information to Council on a 12 monthly basis in Briefing Reports
3	Complete exercise training for MVC officers
4	Prepare Plan and submit to SES

Directorate	3. Infrastructure Services	Program number and title	3.2 Transport
Program Objective	To maintain the serviceability and integrity of Council's transport network.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.3 The Meander Valley transport network meets the present and future needs of the community and business.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Deliver the bridge inspection and maintenance program Responsible Officer: Senior Technical Officer	6.1, 6.3		Contractor engaged for maintenance works	Prepare maintenance budget items for 2019-2020	Maintenance works completed
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018/2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1, 6.3	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review
3	Undertake footpath proactive defect inspections Responsible Officers: Director Works & Asset Management Coordinator	6.1			Undertake required inspections	Undertake required inspections

Action performance targets

No.	Performance target
1	Quarterly tasks achieved. Contractor performance assessed
2	Completion of projects in line with project plan requirements
3	Meet timeframes set out by Conquest

Directorate	3. Infrastructure Services	Program number and title	3.3 Property Services
Program Objective	Operate property services in a safe and effective manner to satisfy public demand.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Operate Deloraine Swimming Pool and provide support to community swimming pool at Caveside Responsible Officer: Property Management Officer	6.4, 6.6	Tender new contract	Award contract and undertake pre-opening inspection and required maintenance. Open pool 1 December	Operate pool to 1 March	
2	Co-ordinate building maintenance – general, reactive and programed Responsible Officer: Property Management Officer	6.1	Undertake required maintenance	Undertake required maintenance	Undertake required maintenance	Undertake required maintenance
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Property Management Officer		Report to program	Report to program	Report to program	Report to program

Action performance targets

No.	Performance target
1	Issue request for tender and award contract
2	Meet timeframes set out by Conquest
3	Completion of projects in line with project plan requirements

Directorate	3. Infrastructure Services	Program number and title	3.4 Parks & Recreation
Program Objective	To provide and maintain parks and recreation facilities throughout the Local Government Area.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake inspections and condition assessments of all equipment and facilities Responsible Officer: Director Works & Project Manager Infrastructure	6.1, 6.6		Undertake required inspections	Undertake required inspections	Undertake required inspections
2	Complete the Strategic Plan for Council's Play Space areas for Hadspen and Prospect Vale Responsible Officer: Project Manager Infrastructure	6.6	Community consultation	Review draft strategy	Report to Council. Prepare budget items for 2019-2020	
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review
4	Provide support to the Townscape Reserves and Parks Special Committee (TRAP) Responsible Officer: Project Manager Infrastructure	6.6	Conduct meeting and report on outcomes	Conduct meeting and report on outcomes	Conduct meeting and report on outcomes	Conduct meeting and report on outcomes
5	Commence the Strategic Plan for Council's Bike Network and Recreational Cycling Responsible Officer: Project Manager Infrastructure	6.6		Issue Request for Expressions of Interest	Prepare budget items for 2019-2020	Report to Council

Action performance targets

No.	Performance target
1	Meet timeframes set out by Conquest. Annual comprehensive inspection completed by December 31
2	Present Strategy to Council Workshop by December 31; Council approval for strategy by 31 March
3	Completion of projects in line with project plan requirements
4	Bi-monthly meetings
5	Issue request for quotation, report to Council in Briefing Report and prepare information to Council for 2019-2020 budget considerations

Directorate	3. Infrastructure Services	Program number and title	3.5 Asset Management and GIS
Program Objective	Provision of Asset and GIS services to assist the operations of Council.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.3 The Meander Valley transport network meets the present and future needs of the community and business.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Co-ordinate Asset Management Group and Strategic Asset Management Plan Improvement Plans - Review Asset Management Plans Responsible Officer: Asset Management Coordinator	6.1, 6.6	Chair meeting and action improvement program	Chair meeting and action improvement program	Chair meeting and action improvement program	Chair meeting and action improvement program
2	Prepare 2019-2020 Capital Works Program Responsible Officer: Asset Management Coordinator	6.1, 6.3, 6.6		Update Proposed Projects list	Prioritise and undertake further design and cost estimation	Annual program prepared for approval by Council
3	Update asset information including - capitalisation of assets in Conquest - undertake road revaluation Responsible Officer: Asset Management Coordinator	6.1	Capitalisation of assets and recording in Conquest and GIS	Capitalisation of assets and recording in Conquest and GIS	Capitalisation of assets and recording in Conquest and GIS	Capitalisation of assets and recording in Conquest and GIS
4	Undertake road condition assessments and road revaluation. Responsible Officer: Asset Management Coordinator	6.1		Complete conditions assessments		Prepare revaluation for Audit Office

Action performance targets

No.	Performance target
1	Meetings held
2	To prepare annual Capital Works Program for approval at May Council meeting
3	Capitalisation of assets prior to finalisation of 2018-2019 Statutory Reporting
4	Engage Moloney Asset Management Systems to undertake road condition assessment. Completion of road revaluation for submission to TAO in 2019-2020

Directorate	3. Infrastructure Services	Program number and title	3.6 Waste Management and Resource Recovery
Program Objective	To provide adequate, efficient, and affordable waste services within Meander Valley Local Government Area		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future.</i>		

Operational detail

1	Provision of kerbside collection contracts to existing urban areas for waste, recyclables and organics Responsible Officer: Senior Technical Officer	6.6	Manage Contract	Manage Contract	Manage Contract	Manage Contract
2	Provision of landfill, waste transfer stations and resource recovery operations contract Responsible Officer – Senior Technical Officer	6.6	Manage Contract	Manage Contract	Manage Contract. Implement contract extension or issue new tender for services.	Manage Contract
3	Provision of hard waste collection Responsible Officer: Senior Technical Officer	6.6		Undertake collection	Report to Council in Annual Plan Review	
4	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review

5	Operational compliance with Environment Protection Notice for Westbury and Deloraine landfill sites. Responsible Officer: Senior Technical Officer	6.6	Ground and surface water monitoring. Annual Report to EPA		Ground and surface water monitoring	
6	Procurement of kerbside collection contracts to rural areas for waste and recycling. Responsible Officer: Senior Technical Officer	6.6	Finalise scope of service.	Tender Contract	Council approval and award Contract	

Action performance targets

No.	Performance target
1	Supervise and review contract
2	Supervise and review contract. Existing contract to be extended or retendered and approval of new contract by Council by 31 March
3	Report to Council by March 31 on collection results
4	Completion of projects in line with project plan requirements
5	Complete reporting requirements for EPA in line with license requirements
6	Preparation of scope of services for Council review. Tender and award contract by 31 March for inclusion in 2019-2020 budget

Directorate	3. Infrastructure Services	Program number and title	3.7 Stormwater Management
Program Objective	<p>To minimize the risk of flooding and provide clean water into the region's waterways. Council through the Urban Drains Act and the Local Government (Highways) Act aims to provide piped stormwater networks in line with current local government standards and major stormwater networks (overland flows and roads) capable of meeting a 1% AEP.</p> <p>Water quality is managed through Water Sensitive Urban Design (WSUD) principles where appropriate.</p>		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (6) - Planned infrastructure services</p> <p><i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Develop stormwater system management plans in line with legislation Responsible Officer: Senior Technical Officer	6.1				Complete program by 30 June
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review

Action performance targets

No.	Performance target
1	Complete all high risk catchments by June 2019
2	Completion of projects in line with project plan requirements

Directorate	3. Infrastructure Services	Program number and title	3.8 Sustainable Development
Program Objective	Develop sustainable practices within our organisation and community through leading, supporting and encouraging staff, contractors and community to use energy, water and non-renewable resources more productively. Promote and support sustainable economic development initiatives.		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (1) - A sustainable natural and built environment <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley</i> <i>1.4 Meander Valley is environmentally sustainable.</i></p> <p>Future Direction (2) - A thriving local economy <i>2.2 Economic development in Meander Valley is planned, maximizing existing assets and investment in infrastructure.</i></p> <p>Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future.</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Support activities of the Sustainable Environment Committee Responsible Officer: Sustainable Development Project Manager	1.4	Report on progress via quarterly meeting minutes	Report on progress via quarterly meeting minutes	Report on progress via quarterly meeting minutes	Report on progress via quarterly meeting minutes
2	Support the progress of the Hadsden Urban Growth Area Responsible Officer: Sustainable Development Project Manager	2.2	Report in Annual Plan Review	Report in Annual Plan Review	Report in Annual Plan Review	Report in Annual Plan Review
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure Services	6.1	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review

4	Bioenergy Project Responsible Officer:- Sustainable Development Project Manager	2.2	Complete commercial viability report		Report to Council	
5	Implement Tasmanian Planning Scheme Responsible Officer: Senior Strategic Planner	1.1				Final Planning Scheme to be implemented.
6	Westbury Road Prospect Vale – Activity Centre Plan Responsible Officer: Senior Strategic Planner	6.6	Prepare project plan and engage consultant	Develop draft plan	Present plan to Council	

Action performance targets

No.	Performance target
1	Meetings held
2	Part V agreements established with landowners for infrastructure development
3	Completion of projects in line with project plan requirements
4	Complete business case assessment
5	Complete community consultation and required hearings with the Tasmanian Planning Commission for Scheme implementation by 30 June

Community and Development Services

Directorate	4. Community & Development Services	Program number and title	4.1 Land Use & Planning
Program Objective	To carry out planning duties and prepare policies for the sustainable development of the local government area		
Link to Community Strategic Plan 2014 to 2024	Future Direction (1) - A sustainable natural and built environment. <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i> <i>1.2 Liveable townships, urban and rural areas across the local government area with individual character.</i> <i>1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Process development applications in accordance with delegated authority Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target	Performance Target	Performance Target	Performance Target
2	Process Planning Scheme Amendments Responsible Officer: Director Community & Development Services	1.1, 1.2, 1.3	Performance Target	Performance Target	Performance Target	Performance Target
3	Process Improvement – Design, create & implement planning workflow into Property & Rating		Design Workflow	Create workflow within Property & Rating and test	Go Live with implemented workflows	

Action performance targets

No.	Performance target
1	Within Statutory time frames, 100% Conformance
2	Within Statutory time frames, 100% Conformance
3	Process Improvement - Planning Workflows created within Property & Rating to automate processes

Directorate	4. Community & Development Services	Program number and title	4.2 Building, Plumbing & Permit Authority 2016
Program Objective	To carry out statutory responsibilities for the administration and enforcement of the Building Act 2016 and the Tasmanian Building Regulations 2016.		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (1) - A sustainable natural and built environment.</p> <p><i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p><i>1.2 Liveable townships, urban and rural areas across the local government area with individual character.</i></p> <p><i>1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.</i></p> <p><i>1.4 Public health and the environment is protected by the responsible management of liquid and solid waste at a local and regional level.</i></p> <p>Future Direction (3) Vibrant and engaged communities.</p> <p><i>3.2 Successful local events enhance community life.</i></p> <p>Future Direction (4) A healthy and safe community.</p> <p><i>4.3 Public health and safety standards are regulated, managed and maintained.</i></p> <p>Future direction (5) Innovative leadership and community governance</p> <p><i>5.5 Councils in the region collaborate and share resources for the collective good of their communities.</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Permit Authority – Issue Permits for Category 4 Building works Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target	Performance Target	Performance Target	Performance Target
2	Permit Authority – Process Notifiable Building Works (Category 3) Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target	Performance Target	Performance Target	Performance Target
3	Permit Authority – Manage outstanding Building Completions and Illegal Works Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3				Reduce outstanding completions by 10%

4	Coordinate Major Events applications Responsible Officer: 337 Officers	3.2	Performance Target	Performance Target	Performance Target	Performance Target
5	Permit Authority – Issue Permits for Category 4 Plumbing works Responsible Officer: Coordinator Development Services	1.4, 4.3, 5.5	Performance Target	Performance Target	Performance Target	Performance Target
6	Permit Authority – Issue Notifiable Plumbing Works (Category 3) Responsible Officer: Coordinator Development Services	1.4, 4.3, 5.5	Performance Target	Performance Target	Performance Target	Performance Target

Action performance targets

No.	Performance target
1	Issue Building Permits within 7 working days from the date all other permits and documents as required by the Building Act, are received by Council
2	Notifiable Building works processed in a timely manner
3	Outstanding building completions and illegal works reduced by 10%
4	Respond to applications within 7 working days
5	Process plumbing permit applications within 7 days of receipt of all information
6	Process notifiable plumbing works within 21 days of receipt of all information

Directorate	4. Community & Development Services	Program number and title	4.3 Environmental Health
Program Objective	Manage Council's statutory obligations in relation to Environmental Protection and Preventative Health		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (1) - A sustainable natural and built environment. <i>1.5 Public health and the environment is protected by the responsible management of liquid and solid waste at a local and regional level.</i></p> <p>Future Direction (4)- A healthy and safe community. <i>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</i> <i>4.3 Public health and safety standards are regulated, managed and maintained.</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Monitor and sample water quality of recreational waters Responsible Officer: Environmental Health Officer	1.5, 4.1	Record Results	Record Results	Record Results	Record Results
2	Inspect and register food premises annually Responsible Officer: Environmental Health Officer	4.1, 4.3	Issue annual registration for all premises	Inspections as per Schedule	Inspections as per Schedule	Inspections as per Schedule
3	Co-ordinate immunisation clinics Responsible Officer: Environmental Health Officer	4.1, 4.3		Complete Immunisation Program		

Action performance targets

No.	Performance target
1	Respond to non-conformances within 48 hours
2	Conduct inspections as per program
3	Provide school based immunisations as per program

Directorate	4. Community & Development Services	Program number and title	4.4 General Inspector
Program Objective	To carry out statutory responsibilities for the administration and enforcement of the Dog Control Act 2000, Fire Services Act 1979 and the Local Government Act 1993.		
Link to Community Strategic Plan 2014 to 2024	Future direction (4) - A healthy and safe community. <i>4.3 Public health and safety standards are regulated, managed and maintained.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Annual Audit of Dog Registrations Responsible Officer: General Inspector	4.3			Conduct Audit	
2	Fire Abatement Management Responsible Officer: General Inspector	4.3		Issue Notices	Issue Notices	
3	Investigate incidents and complaints regarding animal control Responsible Officer: General Inspector	4.3	Performance Target	Performance Target	Performance Target	Performance Target

Action performance targets

No.	Performance target
1	Audit conducted as scheduled
2	Notices issued as required
3	Investigate all cases and complaints within 10 days

Directorate	4. Community & Development Services	Program number and title	4.5 Natural Resource Management
Program Objective	Facilitate Natural Resource Management for Council and Community		
Link to Community Strategic Plan 2014 to 2024	Future Direction (1) - A sustainable natural and built environment. <i>1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.</i> <i>1.4 Meander Valley is environmentally sustainable</i> <i>1.6 Participate and support programs that improve water quality in our waterways.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review and implement NRM strategies Responsible Officer: NRM Officer	1.3, 1.4, 1.6	Review and prioritize Council based activities	Implement activities	Implement activities	Implement activities
2	Prepare Management Plan for the Town Common Responsible Officer: NRM Officer	1.3, 1.4, 1.6	Scope and collect relevant information	Prepare draft Plan	Consult re the Draft Plan	Submit Plan to Council for review

Action performance targets

No.	Performance target
1	Complete actions within timeframes and within budget
2	Management Plan prepared

Directorate	4. Community & Development Services	Program number and title	4.6 Community Development
Program Objective	Working with the community for the benefit of all		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (3) - Vibrant and engaged communities.</p> <p><i>3.1 Creativity and learning are art of daily life across the communities of Meander Valley.</i></p> <p><i>3.2 Successful local events enhance community life.</i></p> <p><i>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.</i></p> <p>Future Direction (4) - A healthy and safe community.</p> <p><i>4.1 The health and wellbeing needs of all sectors of the community are planned, met and managed.</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Facilitate the operation of Council Community Forums Responsible Officer – Community Development Manager	3.4, 4.1.		Review forums with Council	Conduct Forum and report on progress	Conduct Forum and report on progress
2	Deliver the Community Grants Program Responsible Officer – Community Development Manager	3.1, 3.2, 3.4, 4.1.	Acquit Round 1 and advertise	Acquit Round 2 and advertise	Acquit Round 3 and advertise	Acquit Final Round and advertise Conduct Grants Information Forum
3	Conduct GWTTA Art Exhibition Responsible Officer – Community Development Manager	3.1, 3.2	Establish event, venue format and procedures	Promote participation	Conduct exhibition	Review exhibition
4	Conduct a Festival of Small Halls concert Responsible Officer – Community Development Manager	3.1, 3.2,	Establish event venue, format and partnership	Promote event and sell tickets	Conduct event	Review event outcomes
5	Update the MV Community Safety Plan Responsible Officer – Community Development Manager	3.4, 4.1, 4.3	Assess previous plan	Draft the revised Plan	Submit Plan to Council for endorsement	

Action performance targets

No.	Performance target
1	Meetings held and goals achieved
2	Number and range of grant applications
3	Number of artists participating
4	Audience number and event finances
5	Plan updated

Directorate	4. Community & Development Services	Program number and title	4.7 Services To Young people
Program Objective	To address and support the needs of young people through responsive and participatory approaches		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (3) - Vibrant and engaged communities</p> <p><i>3.1 Creativity and learning are part of daily life across the communities of Meander Valley.</i></p> <p><i>3.2 Successful local events enhance community life.</i></p> <p><i>3.3 Educations and training opportunities are available to everyone across the local government areas.</i></p> <p><i>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.</i></p> <p><i>3.5 Young people have the opportunity to be engaged in community life.</i></p> <p>Future Direction (4) - A healthy and safe community.</p> <p><i>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</i></p> <p><i>4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation.</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Conduct School Holiday Program Responsible Officer: Community Officer	3.1, 3.2, 3.3, 3.4, 3.5, 4.1, 4.2	Conduct and report	Conduct and report	Conduct and report	Conduct and report Evaluate overall outcomes
2	Conduct Stepping Stones Camps Responsible Officer: Community Officer	3.1, 3.3, 3.4, 4.1, 4.2.	Conduct program	Conduct program	Conduct program	Conduct program and evaluate overall outcomes
3	Conduct 'National Youth Week' Event Responsible Officer: Community Officer	3.1, 3.2, 3.5, 4.1.			Prepare and advertise event	Conduct event
4	Facilitate outdoor recreation programs Responsible Officer: Community Officer	3.1, 3.3, 4.1, 4.2.	Conduct program	Conduct program	Conduct program	Conduct program

Action performance targets

No.	Performance target
1	Programs conducted and evaluated
2	Program conducted and evaluated
3	Event conducted and evaluated
4	Program conducted and evaluated

Directorate	4. Community & Development Services	Program number and title	4.8 Recreation and Sport Services
Program Objective	To provide current and future recreation and sport programs and facilities		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (1) - A sustainable natural and built environment. <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p>Future Direction (4) - A healthy and safe community. <i>4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and massive recreation.</i></p> <p>Future direction (5) - Innovative leadership and community governance. <i>5.3 Evidence based decision making engages the community and is honest, open and transparent.</i></p> <p>Future Direction (6) - Planned infrastructure services. <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilised and maintained.</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Support the operation of the Recreation Co-Ordination Group Responsible Officer: Recreation Coordinator	4.2, 6.4	Conduct meeting	Conduct meeting	Conduct meeting	Conduct meeting
2	Co-ordinate usage and promotion of Sport and Recreation facilities	4.2, 6.4	Conduct all users meeting	Liaise with User Groups	Conduct all users meeting	Liaise with User Groups

Action performance targets

No.	Performance target
1	Meeting held and goals achieved
2	User meeting held and goals achieved

Directorate	4. Community & Development Services	Program number and title	4.9 Recreation Facilities Management
Program Objective	To provide indoor facilities for recreational, social and community based activities that are safe, comfortable and fit for purpose		
Link to Community Strategic Plan 2014 to 2024	<p>Future direction (1) - A sustainable natural and built environment. <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p>Future Direction (3) - Vibrant and engaged communities. <i>3.3 Education and training opportunities are available to everyone across the local government area.</i> <i>3.5 Young people have the opportunity to be engaged in community life.</i></p> <p>Future Direction (4) -A healthy and safe community. <i>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</i> <i>4.2 Infrastructure facilities and programs encourage increased participation in all forms of active and passive recreation.</i></p> <p>Future direction (6) - Planned infrastructure services. <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilised and maintained.</i></p>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review of Sport and Recreation Plan Responsible Officer: Recreation Coordinator	1.1, 4.1, 6.4	Complete review of document	Report proposed changes	Draft Final Plan	Seek endorsement of Plan
2	Implement promotion and marketing of indoor recreation facilities to current and prospective users Responsible Officer: Recreation Coordinator	3.5, 4.1, 4.2, 6.4.	Promote facilities	Promote facilities	Promote facilities	Review and assess promotion strategies
3	Develop a Draft Long Term Capital Asset Expenditure Plan for recreation facilities Responsible Officer: Recreation Coordinator	1.1, 4.1, 4.2, 6.1, 6.4	Complete research and design	Develop Plan	Report on progress	Seek endorsement of Plan

Action performance targets

No.	Performance target
1	Review, identify and report proposed changes
2	Promotion implemented
3	Report completed

Directorate	4. Community & Development Services	Program number and title	4.10 Business Engagement
Program Objective	Working with the small business community to increase participation, innovation and partnership		
Link to Community Strategic Plan 2014 to 2024	Future Direction (2) – A thriving local economy <i>2.1 The strengths of Meander Valley attract investment and provide opportunities for employment</i> <i>2.4 A high level of recognition and demand for Great Western Tiers products and experiences</i> <i>2.5 Current and emerging technology is available to benefit both business and community</i> Future Direction (3) - Vibrant and engaged communities. <i>3.2 Successful local events enhance community life</i> <i>3.3. Education and training opportunities are available to everyone across the local government area</i> <i>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Establish a Small Business Directory Responsible Officer – Business Engagement Officer	2.4, 3.3	Develop Directory framework and promote	Report on progress	Report on progress	Report on progress
2	Establish a regular Small Business Bulletin Responsible Officer – Business Engagement Officer	2.1, 2.4, 3.3	Compile and distribute	Compile and distribute	Compile and distribute	Compile and distribute
3	Develop a 'Chamber of Commerce' strategy for Meander Valley Responsible Officer – Business Engagement Officer	2.1		Report on Strategy direction and stakeholder input	Complete Strategy	
4	Establish a Small Business Resource Register Responsible Officer – Business Engagement Officer	2.4,2.5, 3.3			Establish Register	Promote Register

Action performance targets

No.	Performance target
1	Directory established and promoted - listings noted
2	Bulletin established and distributed

3	Strategy established
4	Register established and promoted

Works

Directorate	5. Works	Program number and title	5.1 Parks, Reserves, Sports Grounds and Cemeteries
Program Objective	To ensure that Councils parks, reserves, cemeteries and sports grounds are suitably maintained to provide a safe, clean and inviting experience to community and sporting organisations.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Provide facility maintenance services Responsible Officers: Works Supervisors and Works Officers	6.1, 6.4, 6.6	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review
2	Plan and deliver capital works projects and provide progress report to Council Responsible Officer: Works Director, Works Supervisors & Works Officers	6.1, 6.6	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review

Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System & Conformance with annual budget
2	Conformance with project budget and works program

Directorate	5. Works	Program number and title	5.2 Roads
Program Objective	To construct and maintain a safe and effective road network to meet the needs of road users and the community.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.3 The Meander Valley transport network meets the present and future needs of the community and business.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake the maintenance work in accordance with the level of service required. Responsible Officer: Works Supervisors & Works Officers	6.1, 6.3, 6.6	Report to Annual Plan Review	Report to Annual Plan Review t	Report to Annual Plan Review	Report to Annual Plan Review
2	Plan and deliver capital works projects and provide progress report to Council Responsible Officer: Works Director, Works Supervisors & Works Officers	6.3, 6.6	Report to Annual Plan Review	Report to Annual Plan Review	Report to Annual Plan Review	Report to Annual Plan Review

Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System
1	Conformance with project budget and works program

Directorate	5. Works	Program number and title	5.3 Toilets, Street Cleaning and Litter Collection
Program Objective	To ensure public toilets and streets are maintained in a clean and tidy condition.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake street/reserve litter collection and street cleaning Responsible Officers: Works Supervisors & Works Officers	6.1, 6.4, 6.6	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review
2	Undertake cleaning of toilets in accordance with the current level of service Responsible Officers: Works Supervisors & Works Officers	6.1, 6.4	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review

Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System
1	Conformance with annual budget

Directorate	5. Works	Program number and title	5.4 Urban Stormwater
Program Objective	To provide and maintain an effective urban storm water drainage system		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6)- Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.5 Stormwater and flooding cause no adverse impacts.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Provide storm water maintenance services Responsible Officers: Works Supervisors and Works Officers	6.1, 6.5, 6.6	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review
2	Plan and deliver capital work projects and provide progress report to Council Responsible Officers: Works Director, Works Supervisors and Works Officers	6.1, 6.6	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review

Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request system & conformance with annual budget
2	Conformance with project budget and works program

Directorate	5. Works	Program number and title	5.5 Plant
Program Objective	To provide plant and equipment that suits Councils activities and is financially sustainable		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Manage plant to achieve operational objectives Responsible Officers: Works Director and Works Supervisors	6.1, 6.6			Complete major plant annual review	
2	Undertake plant purchases in accordance with 10 year Major Plant Replacement Program and report to Council Responsible Officer: Works Director	6.1, 6.6	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review

Action performance targets

No.	Performance target
1	Major plant hire rates to be competitive with private sector
1	Major plant utilisation reviewed to inform 10 year Plant Replacement Program
2	Conformance with project budget and works program

Directorate	5. Works	Program number and title	5.6 Management
Program Objective	To provide facilities, resources and leadership to support the effective and efficient delivery of services to the community		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future.</i>		

Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Respond to customer enquiries Responsible Officers: Works Director, Works Supervisors and Works Officers	6.1 t	Report to Annual Plan Review	Report to Annual Plan Review	Report to Annual Plan Review	Report to Annual Plan Review
2	Engage consultant to undertake assessment and provide report on Works Depots Responsible Officer: Works Director and External Consultant	6.6	Engage consultant	Receive report and present to Council		

Action performance targets

No.	Performance target
1	Provide advice to customer in accordance with Customer Service Charter
1	Achieve 95% conformance with Customer Service Request System
2	Report to Council and finalise future strategy for Depot sites

GOV 7 COUNCIL AUDIT PANEL MINUTES, 2017-18 **ANNUAL REPORT AND 2018-19 WORK PLAN**

1) Introduction

The purpose of this report is for Council to receive the minutes of the Council Audit Panel meeting held on 26 June 2018, including its 2017-18 Annual Report and to approve the 2018-19 Council Audit Panel Work Plan.

2) Background

Copies of the Council Audit Panel meeting minutes, 2017-18 Annual Report and Work Plan for 2018-19 are attached for Council's information.

3) Strategic/Annual Plan Conformance

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

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

Conforms to the 2017-2018 Annual Plan Program No 1.2 - Risk Management.

4) Policy Implications

Not applicable.

5) Statutory Requirements

Sections 85, 85A and 85B of the Local Government Act 1993 and the Local Government (Audit Panels) Order 2014.

6) Risk Management

Not applicable.

7) Consultation with State Government and other Authorities

Not applicable.

8) Community Consultation

Not applicable.

9) Financial Impact

Not applicable.

10) Alternative Options

Not applicable.

11) Officers Comments

The attached minutes of the Council Audit Panel meeting held on 26 June 2018 have been reviewed and endorsed by the Council Audit Panel Chairperson and are provided for Council's information as required under its Audit Panel Charter.

The Annual Report explains how the Council Audit Panel discharged its responsibilities during 2017-18 and focus for 2018-19 is outlined in the Work Plan.


AUTHOR: Martin Gill
GENERAL MANAGER

12) Recommendation

It is recommended that Council:

- 1. receive the minutes of the Council Audit Panel meeting held on 26 June 2018***
- 2. receive and note the 2017-18 Annual Report***
- 3. approve the Council Audit Panel Work Plan for 2018-19***

DECISION:

	Audit Panel Minutes
Meeting Time & Date: 10am 26 June 2018	Venue: Meander Valley Council – Council Chambers
Present:	
Chairman Steve Hernyk	Mr Chris Lyall
In Attendance:	
Martin Gill, General Manager	Justin Marshall, Senior Accountant
Jon Harmey, Director Corporate Services	Sam Bailey, Risk & Safety Officer
Dino De Paoli, Director Infrastructure Services	Susan Ellston, Finance Officer
Lynette While, Director Community & Development Services	
Apologies:	
Matthew Millwood, Director Works	Councillor Andrew Connor

ORDER OF BUSINESS

ITEM
1. Declaration of Pecuniary Interests/conflict of interest Chairman advised he will also be sitting on Audit Panel for Launceston City Council, however not as Chair.
2. Adoption of Previous Minutes It was resolved that the minutes of the meeting held on 28 February 2018 be received and confirmed.
3. Outstanding from previous meeting - Action Sheet The Panel reviewed the Action Sheet and discussed the following items - <ul style="list-style-type: none"> 3.1. Review Delegation process and exercise of these Carry Forward to next Audit Panel Meeting 3.2. Review Asset Management Strategy. Defer to February 2019 Audit Panel Meeting 3.3. Review Asset Management Policy. Defer to February 2019 Audit Panel Meeting 3.4. Review Council policies. Council Policies – Review total list of policies that need to go to the panel for review and those for reference purposes only.– Carry Forward to next Audit Panel Meeting
4. Review Annual Meeting Schedule and Work Plan Refer item 26 of minutes below for submission of this coming years work plan to Council
Governance and Strategy
5. Review of Council Strategic Plan A verbal update was received that the Council Strategic Plan is to be reviewed August 2018 and also by new Council for adoption at December 2018 Council Meeting.

The report was received and noted.	
6.	<p>Review of annual budget and report to Council</p> <p>The annual budget and report to Council was not approved at the June 2018 Council meeting; it will return to the July 2018 Council Meeting for approval.</p> <p>The Audit Panel expressed their concerns for the deferral in approving the budget and the fact that it may not be in line with the long term sustainability plan which may have a negative impact on Council in the long term.</p> <p>Received and noted.</p>
7.	<p>Review Annual Plan</p> <p>A verbal update was received and noted.</p>
8.	<p>Review policies and procedures</p> <p>The following Policies were reviewed –</p> <p>– No 1 – Risk Management Only minor changes noted as part of the review. Recommended to Council for adoption.</p> <p>– No 34 – Real Estate Advertising Signs No changes noted as part of the review though consideration will be given to wording expansion in "Item 2. Objective". Recommended to Council for adoption.</p>
Financial and Management Reporting	
9.	<p>Review most current results and report any relevant findings to Council</p> <p>The financial report papers were received and noted.</p>
10.	<p>Review any business unit or special financial reports</p> <p>No Matters to Report.</p>
11.	<p>Review the impact of changes to Australian Account Standards</p> <p>No Matters to Report.</p>
Internal Audit	
12.	<p>Consider any available audit reports</p> <p>Internal Audit Report to be distributed by Risk & Safety Officer to Audit Panel for review.</p> <p>Defer to next meeting.</p>
13.	<p>Review management's implementation of audit recommendations</p> <p>Received and noted</p>
14.	<p>Review and approve annual internal audit program and alignment with</p> <p>Risk Assessment Report to be distributed by Risk & Safety Officer to Audit Panel for review to enable the internal Audit Programme for 2018-19 to be looked at in the</p>

context of risks.	
Defer to next meeting.	
External Audit	
15. Consider any available audit reports	No reports received.
16. Review management's implementation of audit recommendations	The Code of Use of Credit Cards was recommended for adoption by Council with a form of document control.
17. Review and approve external audit plan including meeting with Tas Audit Office representative	The Financial Audit Strategy from the Tasmanian Audit Office and also the Terms of Audit Engagement for the Audit of the Financial Report were adopted.
18. Consider any performance audit reports that will be undertaken by the Tas Audit Office and address implications for the Council	None to Report.
Risk Management and Compliance	
19. Receive material risk management reports (risk profile, risk management and treatment and periodical/rotational risk review)	Risk Assessment Report to be provided to the next meeting.
20. Monitor ethical standards and any related transactions to determine the systems of control are adequate and review how ethical and lawful behaviour and culture is promoted within the Council	No Matters to Report other than Integrity Commission training resources are being reviewed.
21. Monitor any major claims or lawsuits by or against the Council and complaints against the Council	Council has received a formal complaint against a council officer from a member of the public. Council has received a compensation claim from a Property Owner in relation to the alleged removal of fixtures & fittings along with associated costs after the sale of a property. Southern Cross Homes – scheduled for hearing in Supreme Court 01 October 2018.
22. Oversee the investigation of any instances of suspected cases of fraud or other illegal and unethical behaviour	No Matters to Report.

Audit Panel Performance	
23. Report to Council regarding execution of duties and responsibilities by the Audit Panel	<p>The Chairman tabled his Annual Report.</p> <p>The report was accepted and with the minutes of this meeting plus the Annual Work Plan at item 26 be submitted for the July Council Meeting agenda.</p>
24. Initiate bi annual Audit Committee performance self-assessment (every 2nd year)	<p>None to Report.</p>
Other Business	
25. Review issues relating to National competition policy	<p>General Manager advised of the review of council recreational vehicle overnight camping services and the Tasmanian Economic Regulators enquiry into same.</p>
26. Audit Panel - Annual Workplan 2018	<p>The Annual Workplan 2018 was tabled and approved to be submitted for the July Council Meeting agenda for Council approval to adopt.</p>
Meeting close	
<p>This meeting closed at 11:25 am</p>	
Next Meeting	
<p>The next meeting to be held on Tuesday 25 September 2017 at 10.00am</p>	

Meander Valley Council

Annual report to the Council of the Audit Panel

This report explains how the Audit Panel discharged their responsibilities during 2017-18. The report also outlines the Panel's plan for 2018-19.

The key purpose of this report is to: -

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

The Audit Panel comprises three members, one Councillor, Councillor Andrew Connor, one independent member, Chris Lyall and the independent Chairman, Steven Heryk.

The objective of the Audit Panel is to review Council's performance under section 85A of the Act. In particular, the Panel must review:

- the Council's financial system, financial governance arrangements and financial management
- all plans of the Council (including strategic, financial management, and asset management plans)
- the accounting, internal control, anti-fraud and anti-corruption, risk managed policies, systems and controls that the Council has in place to safeguard its long-term financial position; and
- any other matters specified in an order under section 85B of the Act.

These functions are set out in detail in the Audit Panel Charter that was adopted by the Council in December 2014 and amended in October 2016 consequent to a review.

Council's external auditor, the Tasmanian Audit Office (TAO), attended meetings with the Panel and separately with the Chairman during the year. The Audit Panel considered all reports from the TAO on their activities undertaken in reviewing and auditing the internal control environment. The independent audit of the financial statements of the Council for 2017 was reviewed by the Audit Panel.

Key Activities in 2017-18

Audit Panel:

- Developed and approved the panel's annual work plan for 2017-18
- Reviewed the external audit strategy for financial year 2017-18
- Reviewed the accounting policies and draft financial report for 2016-17
- Monitored the effectiveness of Council's risk management processes and controls, including a review of the insurance portfolio
- Received regulatory updates to maintain current knowledge of contemporary governance practice and legislative requirements
- The Chairman attend external seminars on governance and audit presented by the Tasmanian Audit Office and LGAT. Other Panel Members attended an LGAT seminar.
- The Chairman convened a meeting of other Audit Panel Chairman in Northern Tasmania to discuss issues that existed and best practice matters. This year the Director of Local Government and a representative Chairman from Southern Tasmania were invited to attend.

Program for 2018-19

Recently the Audit Panel reviewed its work program for 2017-18. The program is based on the functions listed in the charter and on priorities drawn from Council's Annual Plan. Key functions for the year ahead include:

- Monitor Council's risk management processes and controls
- Monitor the 2018-19 external audit process and the internal audit work program
- Review the financial statements and accounting policies for the financial year 2017-18
- Evaluate the performance of external auditors

Given the maturity of the Panel, some functions that were being addressed at each meeting have been re-scheduled to now occur only once or twice a year e.g. the review of the Council Annual Plan.

Other Matters

1. Local Government Act

Arising from amendments to the Local Government Act 1993, Local Government Audit Panel Guidelines have been revised by the Local Government Division of the Department of Premier and Cabinet in collaboration with The Tasmanian Audit office and the Local Government Association of Tasmania.

In addition to the issuance of these guidelines, a "Model Code of Conduct for Members of the Audit Panel" issued and a "Model Audit Panel Charter" was revised to reflect all additional material in the guidelines.

I Recommend that the "Audit Panel Working Group" comprising representatives from George Town, Meander Valley, West Tamar and the Break O'Day Councils convene to consider making changes to the Audit Panel Charter.

The following are my suggested changes for consideration by the "Audit Panel Working Group" and then by Council: -

- Composition and tenure - adopt the guideline suggested changes around eligibility of "a Commissioner" "Officers of Council", or "Officers or Councillors of Other councils"
- Functions - provide the additional function recommended in the guidelines of other activities within the Panel's remit
- Key Areas - expand these to cover "systems of internal control", risk management framework and procurement
- Reporting - include the suggested "Annual Report to the Council" matters
- Resources - provide for the suggested matters in the revised guidelines
- Interests - provide for Audit Panel Members to notify the General Manager in writing of the interest within seven days of declaring the interests
- Confidentiality - adopt the guideline recommendation
- Code of Conduct - adopt the guideline recommendation and also the suggested "Model Code of Conduct for Members of the Audit Panel" to be adopted and form an annexure to the Charter
- Review of Charter - I suggest that this be amended to a biannual review rather than annually as is the case now and it be required to be submitted to Council

2. Internal Audit

Due to staff changes and risk management frame work review, internal audit activity has not progressed to the level required for the past year.

A significant effort needs to be directed at this area of activity to enable Management and the Council to have greater assurance that there is compliance with policy procedure and internal control.

The Audit Panel is charged with dealing with many matters but without a robust internal audit function its ability to fulfil its responsibilities is restricted. I commend to Council increasing the Internal Audit functionality.

3. Audit Panel Work Plan for 2018-19

Attached to this report is the proposed work plan of the Audit Panel for the next twelve months for approval by Council. The Audit Panel's meeting in June 2018 recommended this work plan to Council for approval.

4. Performance Review of the Panel.

The panel conducted a performance review at the end of last year and identified areas where the Panel believe improvement could be achieved. The Panel developed an action plan and addressed the matters highlighted in the review.

Attendance record

The audit panel meeting and attendance record was: -

	Possible	Actual
Steven Hernyk	4	4
Andrew Connor	4	3
Chris Lyall	4	4

I commend my fellow Panel members for their contributions and thanks also to the Management team who provided support the Audit Panel.

Steven Hernyk

Chairperson

Audit Panel



Meander Valley Council Audit Panel

Annual Work Plan

Proposed Meeting Dates 2018			Sept 25-9-18	Dec 18-12-18
Proposed Meeting Dates 2019	March 26-3-19	June 25-6-19		

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

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

INFRA 1 PROPOSED ROAD NAMING – STURGIS PLACE, PROSPECT VALE

1) Introduction

The purpose of this report is to seek Council endorsement of a proposed road name for an unnamed road off Buell Drive, Prospect Vale, as part of the proposed subdivision development, PA\15\0123 – Stage 2 - Lots 8-21.

2) Background

Construction works for Stage 2 of the abovementioned subdivision have recently been completed. The works included the construction of one new road.

The following name was submitted to Council by the subdivision developer:

- Sturgis Place

As the new road is within a proclaimed town boundary the name needs to be endorsed by Council under Section 20(E) of the *Survey Co-ordination Act 1944* before the approved name can be forwarded to the Nomenclature Board for formalisation.

3) Strategic/Annual Plan Conformance

Not applicable.

4) Policy Implications

Not applicable.

5) Statutory Requirements

Road naming is regulated under the *Survey Co-ordination Act 1944*.

6) Risk Management

Risk is managed through the formal process of ratifying road names to avoid conflict with existing named roads in other municipalities within Tasmania. Non-duplication of names also ensures greater address clarity for emergency services.

7) Consultation with State Government and other Authorities

Council endorsed road names are to be forwarded to the Nomenclature Board in accordance with section 20E of the *Survey Co-ordination Act 1944*.

8) Community Consultation

Not applicable.

9) Financial Impact

Not applicable.

10) Alternative Options

Council can choose a name other than that proposed or delegate this responsibility to Council staff.

11) Officers Comments

It is Council's jurisdiction to name urban streets in proclaimed towns. Council is required to endorse the name of 'Sturgis Place' before it can be submitted to the Nomenclature Board for formalisation.



Figure 1: Subject road location – off Buell Drive, Prospect Vale

The developer of this subdivision has previously completed other subdivisions in this area. The new roads within these subdivisions have been named with a motorcycle theme (ie. Harley Parade, Belt Drive, Classic Drive, and Buell Drive) as the developer is the owner of the motorcycle business, Richardson's Harley-Davidson located in Prospect Vale.

Continuing with the motorcycle theme, the proposed road name for this subdivision is in recognition of the Sturgis Motorcycle Rally, the world's largest motorcycle rally and held annually over 10 days in the American town of Sturgis, South Dakota. The rally has been held at Sturgis since 1938 and attracts in excess of 500,000 people.

The correct pronunciation of 'Sturgis' is 'ster-jih's'.

The proposed road name conforms to the *Rules for Place Names in Tasmania* as issued by the Nomenclature Board of Tasmania; these rules also apply to the naming of roads.

The Nomenclature Board defines a 'Place' as '*a short, sometimes narrow, enclosed roadway*'. The subject road is a short road ending as a cul-de-sac and thus meets this definition (refer Figure 2 below).



Figure 2: As-constructed subject road

A search of road names through Placenames Tasmania and the LIST (Land Information Systems Tasmania) indicates that the proposed name does not conflict with any other road or place name within Tasmania. The proposed name of 'Sturgis Place' has been test submitted to Placenames Tasmania, which has indicated it would be validated by the Nomenclature Board.

AUTHOR: Beth Williams
INFRASTRUCTURE ADMINISTRATION OFFICER

12) Recommendation

It is recommended that Council endorse the proposed road name of 'Sturgis Place' for the unnamed road off Buell Drive, Prospect Vale, and forward it to the Nomenclature Board for formalisation.

DECISION:

ITEMS FOR CLOSED SECTION OF THE MEETING:

Councillor xx moved and Councillor xx seconded ***“that pursuant to Regulation 15(2)(g) of the Local Government (Meeting Procedures) Regulations 2015, Council close the meeting to the public to discuss the following items.”***

GOV 8 CONFIRMATION OF MINUTES

Confirmation of Minutes of the Closed Session of the Ordinary Council Meeting held on 12 June, 2018.

GOV 9 LEAVE OF ABSENCE

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

The meeting moved into Closed Session at x.xxpm

The meeting re-opened to the public at x.xxpm

The meeting closed at

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CRAIG PERKINS (MAYOR)