



**GLAMORGAN  
SPRING BAY  
COUNCIL**



*Image: H Belbin 2017*

# **Annual Plan & Budget Estimates 2017-2018**

**Adopted by Council: 22<sup>nd</sup> August, 2017**

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## Executive summary

Welcome to Council's Annual Plan and Budget Estimates for the 2017-2018 financial year. Glamorgan Spring Bay Council produces this document in accordance with the provisions of the *Local Government Act* 1993.

The *Annual Plan* is one of Council's main reporting documents and provides specific information about the services and projects Council will undertake during the financial year in order to achieve the objectives and goals outlined in the *Glamorgan Spring Bay Community Strategic Plan, July 2013 (Vision to 2020)*. The *Budget Estimates* provide detailed information about how Council will fund those services and projects during the financial year.

Funding the operations of Council requires careful financial planning. Under the *Local Government Act* 1993 it is necessary for Council to continue developing the full funding of depreciation obligations, which will assist in ensuring that the financial viability of Council can be strategically managed in the future. This Annual Plan is consistent in the objectives.

The format of the *Annual Plan* and *Budget* provides a detailed breakdown of the services Council provides and how it funds those services. Performance indicators are provided as a means of measuring whether Council achieves the tasks it has set itself for the forthcoming year. A report on Council's success in meeting these outcomes will be provided in the Annual Report that is produced each year.

As with all businesses, Council finds from time to time that it has to revise its spending and annual plans in order to deal with unexpected incidents, such as asset failures due to accident or storm damage, and to take advantage of opportunities that may arise. The *Annual Plan and Budget Estimates* should therefore be considered as a guide to Council's intention over the next 12 months. Anyone wanting further information in relation to specific activities or projects is encouraged to contact the Council on (03) 6256 4777, where an officer will be pleased to assist.

## Vision, values and directions for our community

### Our vision for Glamorgan Spring Bay

In 2020 Glamorgan Spring Bay will:

- Be proud of our inclusive community.
- Be responsible for our environment, health, education, heritage and the arts, with a diverse progressive and prosperous economy.
- Offer of an attractive lifestyle, in a beautiful place.

Communities retain their heritage and individual character. The people of Glamorgan Spring Bay are proudly united, working together in an inclusive way. Everyone accepts responsibility for the present and future.

The natural and built environment is responsibly managed and education and health are essential elements of the Glamorgan Spring Bay competitive advantage and lifestyle. The arts flourish in creative communities.

The economy makes use of our rich natural advantages but does not jeopardise the beauty in which we live.

### Values to guide future choices

In all that we do, across Glamorgan Spring Bay, we will:

- Work together and take an East Coast view
- Be honest and self-reliant
- Take the initiative and be creative
- Build community spirit and pride
- Move forward but retain what is good from the past

### Future directions

The directions we will follow to achieve our vision are:

1. Build our community infrastructure
2. Age well in our communities
3. Grow our economy and employment opportunities
4. Protect and promote our natural beauty, environment and heritage
5. Be visitor friendly
6. Foster health and well being

### \*A note on interpreting the linkages to the Community Strategic Plan

All of the projects and programs detailed by department in this Annual Plan are linked to the **Strategic Outcomes** detailed within the **Future Directions of the Glamorgan Spring Bay Community Strategic Plan, July 2013**. For example, if a project is listed as linked to item 5.3 in the Community Strategic Plan this is Direction 5: Be Visitor Friendly and the Strategic Outcome that is listed third under this direction e.g. Visitor infrastructure and information is well developed.

## Our priorities for 2017-2018

In adopting priorities for the upcoming financial year it is important to consider Glamorgan Spring Bay Council's philosophy in relation to the core business of this Council.

The core business of Glamorgan Spring Bay Council is to develop and deliver essential facilities and services on behalf of residents and visitors to our municipal area through sound community governance and management that will ensure we work towards and deliver on the six (6) future directions outlined in the Glamorgan Spring Bay Community Strategic Plan, July 2013.

In 2017-2018, Council has continued to focus attention on ensuring our existing assets are maintained to a reasonable standard by ensuring that significant funding is provided to achieve this. Along with this funding allocation, there will also be some major capital works facilitated throughout the municipal area. Please refer to our new capital works and renewal works at the end of the plan.

There are many other priorities for the upcoming year which have been addressed individually throughout this Annual Plan. These objectives and their progress will be reported to Council on a continual basis and will be available for public perusal on Council's website.

## Elected member overview

Members of the Glamorgan Spring Bay Council as at 30 June 2017 are:

|                             |                            | <b>Term Expires</b>          |
|-----------------------------|----------------------------|------------------------------|
| Mayor Michael Kent AM       | Mayor<br>Councillor        | October 2018<br>October 2018 |
| Deputy Mayor Cheryl Arnot   | Deputy Mayor<br>Councillor | October 2018<br>October 2018 |
| Councillor Bertrand Cadart  | Councillor                 | October 2018                 |
| Councillor Jenifer Crawford | Councillor                 | October 2018                 |
| Councillor Richard Parker   | Councillor                 | October 2018                 |
| Councillor Britt Steiner    | Councillor                 | October 2018                 |
| Councillor Debbie Wisby     | Councillor                 | October 2018                 |
| Councillor Jenny Woods      | Councillor                 | October 2018                 |

## Foreword from the Mayor

I present the 2017-2018 Annual Budget to the ratepayers of Glamorgan Spring Bay. The budget shows approximately \$5 million in new and renewal works expenditure within the Glamorgan Spring Bay community. Historically Council is unable to complete all of these works in any given year and projects that are either not started or in progress will be completed the following year.

I encourage all ratepayers of the Glamorgan Spring Bay municipal area to read this budget to better understand where and how their rates funds and future planned borrowings will be spent.

Our rates income for 2017/2018 will see a conservative 3.8% overall increase which includes growth. Flat rating has been maintained for all residential properties.

Ratepayers will note that in this budget there is:

- Continuation of funding for Natural Resource Management.
- A plan that has been developed and led by Council's General Manager to borrow additional funds for projects should they proceed such as:
  - Solis golf course development at Louisville Point; and the
  - Prosser Plains Raw Water Scheme
- Requirement for Council to match any State Government funding in relation to the proposed Solis development at Louisville Point.
- A plan to sell identified Council property assets, that are showing negative returns and/or are unused.
  - The sales revenue received from Council property assets, if sold will be used to enable some funding of the planned and proposed 2017/2018 capital works.
  - Councillors have been advised by the General Manager that without the property asset sales as budgeted, Council will not be able to deliver the projects as listed "Future".

I present to the community a budget that shows a surplus of nearly \$1.7 million, after allowing for depreciation of our infrastructure and other assets to the amount of \$2.1million. The budget includes committed and expected dividends from TasWater of \$621,000.

Council's commitment to providing benefits to all ratepayers of Glamorgan Spring Bay continues to evolve.

In my capacity as Mayor, I thank all our volunteers, councillors and staff for their contributions and commitment to their local community, whom without their hard work and dedication we could not achieve what we do as a small regional Council.

Clr Michael Kent AM  
**MAYOR**



## Statement by the General Manager

It is with pleasure that I present to the Glamorgan Spring Bay community a budget that is both aggressive, strategic, and continues to work on many of the obvious issues confronting the Glamorgan Spring Bay area and in particular Triabunna.

The annual plan and budget as presented, endeavours to satisfy the requirements of the Local Government Act 1993.

This budget is a full accrual-based document, which provides the community with a mechanism to assess the financial stewardship by Council of funds entrusted to it.

Council will continue to develop plans to assist in prioritising its capital expenditure and demonstrate the long term sustainability of the Glamorgan Spring Bay Council.

I look forward to working with the Mayor and Councillors, the management and workforce of the Council, and the community in 2017/2018, to ensure that the Glamorgan Spring Bay Council shows greater leadership and continues to improve in the eyes of the community.

This budget delivers a surplus of \$1.7 million with operating income exceeding expenditure including depreciation. A half year of financial assistance grants have been included as the other half has been paid in advance during the 2016-17 year. Rates increases have been kept to a minimum with increases in general rates around \$25 per annum for all residential properties. Council has endeavoured to reduce costs where possible and increase performance, without relying on ratepayer funds. Glamorgan Spring Bay Council is proud of being able to limit rate increases to a minimum required to fund its operations. Council is securing its future by increasing assets that provide future income and positive cash flow such as marinas. Council is also looking to be a partner in large projects such as Solis and the Tassal expansion by providing fresh water with the capability of also delivering to farmers within the area and supporting the town water supply.

This year has seen the continuation of “*Average Area Rating*” which is effectively flat rating that was introduced by Council many years ago. Council has spent considerable time in trying to ensure that all ratepayers in the Glamorgan Spring Bay municipal area pay an equitable amount of rates. Rating in general is sufficient to fund community and economic development, which will also be one of the major Council focuses in 2017/2018. The Glamorgan Spring Bay municipal area has many exciting projects currently planned and Council will endeavour to ensure that these are brought to fruition in 2017/2018.

This budget includes a capital works program of nearly \$5.0 million. The budget includes many necessary improvements in minor infrastructure and allows for the upgrading of town appearances and amenities. At this level of capital expenditure and additional expenditure, it is expected that Council will not require further new borrowings except if major projects with committed funding come to fruition. Property asset sales have not been included in the budget, nor have any applied for borrowings, as these will only be used for new major project commitments. At the time of writing this report, borrowings of \$6.0 million for next year have been approved by Treasury.

The medical administration services Council provides have had major implications on Council's finances in recent years and is expected to improve in the financial year 2017-18.

Council is expected to have a cash balance including investments of \$1.0million as at 30th June 2018. This year's annual budget is fully funded and forecasts that a cash surplus of \$1.7 million will be retained as at 30<sup>th</sup> June 2018.

I commend this budget to Council and believe that it is a responsible budget that has taken into account the long-term interests of the Glamorgan Spring Bay community.

**David Metcalf**  
**General Manager**

## Significant Services

In addition to Council's day to day activities and obligations, the following services are also provided to our community:

### **Council Governance**

- Council Elected Member Support
- Advocacy

### **Corporate Services**

- Administrative Support
- Financial Management
- Human Resources
- Information Technology
- Asset Management
- Risk Management

### **Community**

- Community Development
- Economic Development
- Tourism
- Visitor Information Services
- Medical Services
- Emergency Services and Emergency Management

### **Regulatory**

- Animal / Litter Control
- Natural Resource Management
- Public and Environmental Health
- Building Control
- Planning

### **Physical and Infrastructure Services**

- Road Maintenance and Development
- Road Sealing and Resealing
- Bridge Maintenance
- Provision of Road and Street Signage and Traffic Management
- Building Infrastructure and Maintenance
- Installation and Maintenance of Kerbing and Channelling
- Construction and Maintenance of Footpaths
- Urban Drainage
- Road Drainage
- Waste Management Services
- Recreational Facilities
- Marine Infrastructure
- Beautification Strategies
- Parks and Gardens
- Playgrounds
- Engineering Management

## Rating strategy

### GLAMORGAN SPRING BAY COUNCIL

#### NOTICE OF RATES AND CHARGES

##### 1. GENERAL RATE & MINIMUM

1.1 Pursuant to Section 90 of the *Local Government Act* 1993 (here referred to as the “**Act**”), Council hereby makes the following General Rate for all rateable land within the municipal area for the financial year commencing 1 July 2017 and ending 30 June 2018:

(a) Pursuant to Section 90(3)(c) of the Act, a General Rate of 7.030292 cents in the dollar of the assessed annual value (here referred to as “**AAV**”) of the rateable land.

1.2 Pursuant to Section 107(1) of the Act, Council hereby varies the General Rate of 7.030292cents in the dollar (as previously made) as follows:

(a) For land within the municipality which is used or predominantly used for commercial purposes, the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 8.6367310 cents in the dollar of AAV;

(b) For land within the municipality which is used or predominantly used for industrial purposes, the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 10.9975820 cents in the dollar of AAV;

(c) For land within the municipality which is used or predominantly used for primary production purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 6.5442690 cents in the dollar of AAV;

(d) For land within the municipality which is used or predominantly used for sporting or recreation facilities purposes, the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 30.0000000 cents in the dollar of AAV; and

(e) For land within the municipality which is used or predominantly used for commercial purposes and non-use land (i.e. vacant commercial) the General Rate is varied by increasing the amount 7.030292 cents in the dollar of AAV to 13.8973530 cents in the dollar of AAV.

1.3 Pursuant to Sections 107(2A) and 107(2B) of the Act, Council hereby sets minimum amounts payable in respect of the general rate as varied, as follows:

(a) For land within the municipality which is used or predominantly used for commercial purposes, the minimum amount payable in respect of the General Rate as varied is an amount of \$660.00;

(b) For land within the municipality which is used or predominantly used for industrial purposes, the minimum amount payable in respect of the General Rate as varied is an amount of \$365.00;

(c) For land within the municipality which is used or predominantly used for primary production purposes, the minimum amount payable in respect of the General Rate as varied is an amount of \$465.00; and

- (d) For land within the municipality which is used or predominantly used for commercial purposes and non-use land (i.e. vacant commercial) the minimum payable in respect of the General Rate as varied is an amount of \$435.00.
- (e) For land within the municipality which is used or predominantly used for sporting or recreation facilities purposes, the minimum payable in respect of the General Rate as varied is an amount of \$155.00

## 2. AVERAGED AREA RATE

2.1 Pursuant to Section 109A of the Act and Certificates issued to Council in accordance with Section 109H of the Act, Council hereby make the following averaged area rate (here referred to as “AAR”) for all rateable land within the municipal area for the following categories and localities for the financial year commencing 1 July 2017 and ending 30 June 2018:

- (a) In the locality of Apslawn, for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 6.944444 cents in the dollar of AAV and then an AAR is made in the amount of \$705.00;
- (b) In the locality of Bicheno, for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 6.764985 cents in the dollar of AAV and then an AAR is made in the amount of \$894.00;
- (c) In the locality of Buckland, for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 7.074431 cents in the dollar of AAV and then an AAR is made in the amount of \$575.00;
- (d) In the locality of Coles Bay, for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 5.624428 cents in the dollar of AAV and then an AAR is made in the amount of \$894.00;
- (e) In the locality of Cranbrook, for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 7.465920 cents in the dollar of AAV and then an AAR is made in the amount of \$705.00;
- (f) In the locality of Dolphin Sands for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 6.659046 cents in the dollar of AAV and then an AAR is made in the amount of \$894.00;
- (g) In the locality of Douglas River for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 6.422899 cents in the dollar of AAV and then an AAR is made in the amount of \$894.00;

- (h) In the locality of Friendly Beaches for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 5.587500 cents in the dollar of AAV and then an AAR is made in the amount of \$894.00;
- (i) In the locality of Lake Leake for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 8.473558 cents in the dollar of AAV and then an AAR is made in the amount of \$705.00;
- (j) In the locality of Levendale for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 7.778023 cents in the dollar of AAV and then an AAR is made in the amount of \$705.00;
- (k) In the locality of Little Swanport for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 6.613042 cents in the dollar of AAV and then an AAR is made in the amount of \$894.00;
- (l) In the locality of Nugent for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 5.507663 cents in the dollar of AAV and then an AAR is made in the amount of \$575.00;
- (m) In the locality of Orford for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 6.376629 cents in the dollar of AAV and then an AAR is made in the amount of \$894.00;
- (n) In the locality of Pontypool for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 8.568187 cents in the dollar of AAV and then an AAR is made in the amount of \$894.00;
- (o) In the locality of Rheban for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 6.996605 cents in the dollar of AAV and then an AAR is made in the amount of \$894.00;
- (p) In the locality of Rocky Hills for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 3.906404 cents in the dollar of AAV and then an AAR is made in the amount of \$894.00;
- (q) In the locality of Spring Beach for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 5.661920 cents in the dollar of AAV and then an AAR is made in the amount of \$894.00;

- (r) In the locality of Swansea for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 6.936162 cents in the dollar of AAV and then an AAR is made in the amount of \$894.00;
- (s) In the locality of Triabunna for rateable land that is used, or predominantly used, for residential purposes, the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 7.101937 cents in the dollar of AAV and then an AAR is made in the amount of \$705.00;
- (t) In the locality of Bicheno, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 8.616521 cents in the dollar of AAV and then an AAR is made in the amount of \$605.00;
- (u) In the locality of Buckland, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 24.549689 cents in the dollar of AAV and then an AAR is made in the amount of \$465.00;
- (v) In the locality of Coles Bay, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential] the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 8.717018 cents in the dollar of AAV and then an AAR is made in the amount of \$605.00;
- (w) In the locality of Dolphin Sands, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential] the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 9.792103 cents in the dollar of AAV and then an AAR is made in the amount of \$605.00;
- (x) In the locality of Little Swanport, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 12.126949 cents in the dollar of AAV and then an AAR is made in the amount of \$605.00;
- (y) In the locality of Orford, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 10.334606 cents in the dollar of AAV and then an AAR is made in the amount of \$605.00;
- (z) In the locality of Pontypool, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 12.284264 cents in the dollar of AAV and then an AAR is made in the amount of \$605.00;

- (aa) In the locality of Rheban, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 11.273292 cents in the dollar of AAV and then an AAR is made in the amount of \$605.00;
- (ab) In the locality of Rocky Hills, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by decreasing the amount of 7.030292 cents in the dollar of AAV to 6.927481 cents in the dollar of AAV and then an AAR is made in the amount of \$605.00;
- (ac) In the locality of Spring Beach, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 7.959778 cents in the dollar of AAV and then an AAR is made in the amount of \$605.00;
- (ad) In the locality of Swansea, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 9.959889 cents in the dollar of AAV and then an AAR is made in the amount of \$605.00; and
- (ae) In the locality of Triabunna, for rateable land that may be classified as being both used, or predominantly used, for residential purposes **and** non-use land [i.e. vacant residential], the General Rate is varied by increasing the amount of 7.030292 cents in the dollar of AAV to 10.842326 cents in the dollar of AAV and then an AAR is made in the amount of \$530.00.

## CAPPING OF RATE INCREASES

### LOCAL GOVERNMENT ACT 1993 – SECTION 88A

#### 3. CAPPING OF RATE INCREASES:

##### COMMERCIAL PURPOSES

For all land within the municipality which is used or predominantly used for **commercial purposes**, a maximum percentage increase of 15% will be applied to the general rate made pursuant to paragraph 1 of this resolution as varied pursuant to paragraph 1.2(a).

##### INDUSTRIAL PURPOSES

For all land within the municipality which is used or predominantly used for **industrial purposes**, a maximum percentage increase of 5% will be applied to the general rate made pursuant to paragraph 1 of this resolution as varied pursuant to paragraph 1.2(b).



## PRIMARY PRODUCTION PURPOSES

For all land within the municipality which is used or predominantly used for **primary production purposes**, a maximum percentage increase of 5% will be applied to the general rate made pursuant to paragraph 1 of this resolution as varied pursuant to paragraph 1.2(c).

## SPORTING OR RECREATION PURPOSES

For all land within the municipality which is used or predominantly used for **sport or recreational purposes**, a maximum percentage increase of 3% will be applied to the general rate made pursuant to paragraph 1 of this resolution as varied pursuant to paragraph 1.2(d).

## SERVICE RATES AND CHARGES

### LOCAL GOVERNMENT ACT 1993 – DIVISION 3

#### 4. WASTE MANAGEMENT SERVICE CHARGE – SECTION 94 OF THE ACT

Pursuant to Section 94 of the Act, the Council by absolute majority hereby makes the following separate service charges for waste management for rateable land within the municipality for the period commencing 1 July 2017 and ending 30 June 2018:

- (a) A general waste management charge of \$84.00 for all rateable land; and
- (b) A charge of \$129.00 for all land that receives residential waste collection services from Council; and
- (c) A charge of \$225.00 for all land that receives commercial waste collection services from Council.

#### 5. FIRE SERVICE RATE – SECTIONS 93(1)(F) AND 93A OF THE ACT

- (a) Pursuant to Section 93 and Section 93A of the Act, Council makes the following fire protection service rates for the purpose of collecting a fire service contribution from all rateable land in the municipal area sufficient to pay the contribution that Council is required to make pursuant to the notice received by Council from the State Fire Commission given accordance with Section 81B of the *Fire Service Act 1979* for the 2017-2018 financial year as follows:

| District                                 | Rate                                 |
|--|--------------------------------------|
| Urban Volunteer Brigade Rating Districts | 0.2301210 cents in the dollar of AAV |
| General Land                             | 0.5794780 cents in the dollar of AAV |

- (b) Pursuant to Section 93(3) of the Act and Section 81C(6) of the *Fire Service Act 1979*, the minimum fire service contribution payable in respect of the fire service contribution is the amount of \$39.00.

**6. COMMUNITY MEDICAL SERVICE CHARGE – SECTION 94 OF THE ACT**

Pursuant to Section 94 of the Act, and Regulation 32(b) of the *Local Government (General) Regulations 2005*, the Council by absolute majority hereby makes the following separate service charge for community medical services for all rateable land within the municipality for the period commencing 1 July 2017 and ending 30 June 2018:

- for all rateable land, a Medical Charge of \$53.00.

**PAYMENT OF RATES AND CHARGES**

**LOCAL GOVERNMENT ACT 1993 – DIVISION 9**

7. Pursuant to Section 124 of the Act, for the period commencing 1 July 2017 and ending 30 June 2018 all rates and charges payable to Council shall be payable by four (4) instalments in accordance with the following payment schedule:
- (a) The first instalment must be made on or before the 25<sup>th</sup> of August 2017;
  - (b) The second instalment must be made on or before the 6<sup>th</sup> of October 2017;
  - (c) The third instalment must be made on or before the 12<sup>th</sup> of January 2018; and
  - (d) The fourth and final instalment must be made on or before the 6<sup>th</sup> of April 2018.
8. Pursuant to Section 128(1)(b) of the Act, interest shall accrue on any amount of rates or charges that remain unpaid after the date upon which they are due. The rate of penalty interest for the period commencing 1 July 2017 and ending 30 June 2018 will be the rate of 8.72% per annum, calculated daily.
9. Pursuant to Section 130 of the Act, for the period commencing 1 July 2017 and ending 30 June 2018 the Council shall offer a discount of 3.0% off the total amount of rates due and owing for that year if such rates are paid *in full* prior to 22nd August 2017.

## Rate payment options

There are a number of options available when paying your rates:

### 1. Payment in full

Customers may choose to pay their entire rates account, in one lump sum, by the 22nd August, 2017 and in doing so will receive a 3.0% discount.

### 2. Payment by four instalments

Customers may pay their rates in four instalments as follows:

- 1<sup>st</sup> Instalment – 25<sup>th</sup> August, 2017
- 2<sup>nd</sup> Instalment – 6<sup>th</sup> October, 2017
- 3<sup>rd</sup> Instalment – 12<sup>th</sup> January, 2018
- 4<sup>th</sup> Instalment – 6<sup>th</sup> April, 2018

### 3. Direct Debit

Your annual rates can be divided into easy weekly, fortnight or monthly payments and deducted directly from your nominated bank account. You also have the option of paying your rates by instalments (this amount will automatically be deducted from your nominated bank account on each instalment due date) or in full (to ensure that you receive the discount amount each year). A 'Direct Debit Agreement' form can be download from Council's website [www.gsbc.tas.gov.au](http://www.gsbc.tas.gov.au) under the 'Rates Payment' tab or by contacting Council's Rates Department on 03 6256 4782 or by emailing [rates@freycinet.tas.gov.au](mailto:rates@freycinet.tas.gov.au)

Please see below all other available methods for rates payments:



In person at any Australia Post Agency



With a Visa or Mastercard by phoning 1300 729 859



By internet [www.gsbc.tas.gov.au](http://www.gsbc.tas.gov.au) click on "pay rates online"



BPAY from your financial institution



In person at 9 Melbourne Street, Triabunna



By mail, PO Box 6, Triabunna, Tasmania, 7190 (please ensure enough time for mail to be received to avoid any late fees)



Centrepay allows you to set up deductions directly from your Centrelink payments. A form can be downloaded from Council's website [www.gsbc.tas.gov.au](http://www.gsbc.tas.gov.au) under the 'Rates Payment' tab or by contacting Council's Rates Department on 03 6256 4782 or by emailing [rates@freycinet.tas.gov.au](mailto:rates@freycinet.tas.gov.au)

## Government imposed costs

### Fire Protection Levy

It is a requirement under the *Fire Services Act 1979* that Council collect levies for fire service activities for the State Government. This levy is calculated on property valuations. The table below shows the impost of this levy to Council for the year 2017-2018.

| Agency                | Imposed Cost |
|-----------------------|--------------|
| State Fire Commission | \$331,224    |

Council acknowledges the contribution and support of the services rendered. However, Council notes that whilst this levy is required to be collected by Local Government authorities across Tasmania, Local Government only has limited input into the management and overall service provision towards which the funding is used.

### Building Regulations

Changes to the Building Regulations require all building applications for the construction of buildings and assessment of building applications in relation to fire protection requirements to now be referred to Council's Building Surveyor for assessment and approval.

Whilst Council will ensure compliance with the *Building Code of Australia* and associated legislative requirements, the impost to Council must be noted. With the implementation of the *Public Health Act 1997* further responsibility and additional requirements have been placed on Council.

### Environmental Management

Local Government has in time broadened their role in the community through the consolidated approvals system which has led to an increased statutory requirement being imposed upon Council from State Government.

It is anticipated that Council will be required to take on additional pollution management and control activities, which will continue to increase costs for Council operations in this area.

### Waste Management

Council has a responsibility to comply with established environmental requirements regulating the existence and operation of waste disposal facilities across the Glamorgan Spring Bay municipal area. Due to these regulations, Council incurs significant costs in disposing of waste, particularly in relation to the need for four transfer stations across our area, however this funding remains in the budget for 2017-2018.

### Land Use Planning

The State Government is keen for Local Government Authorities to standardise Planning Schemes across the State and whilst Council agrees that a more consistent approach needs to be taken, there is a major financial cost associated with this task, estimated to be in excess of \$150,000 for Glamorgan Spring Bay Council over the last few years.

## State and regional subscriptions

There are many associations with which Council is affiliated. These associations provide a range of services to Council and in turn the broader community in matters such as economic development and tourism.

Subscribing to these State and regional associations comes at a cost, although it is generally recognised that contributing to these organisations will often lead to opportunities for additional grant funding.

| Association                                      | Budgeted Annual Contribution 2017/2018 |
|--|--|
| Local Government Association of Tasmania (LGAT)  | \$47,000                               |
| Southern Tasmanian Council's Association (STCA)  | \$3,600                                |
| National Sea Change Taskforce                    | \$600                                  |
| East Coast Regional Tourism Organisation (ECRTO) | \$60,000                               |

## Overview financial performance Glamorgan Spring Bay Council

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b>    |                        |                        |                        |
|--|------------------------|------------------------|------------------------|
| <b>Glamorgan Spring Bay Council</b>        |                        |                        |                        |
| <b>OVERALL BUDGET</b>                      |                        |                        |                        |
|  | <b>YTD JUNE 17</b>     | <b>YTD BUDGET</b>      | <b>BUDGET 17/18</b>    |
| <b>Income</b>                              |                        |                        |                        |
| CONTRIBUTIONS                              | \$85,150.56            | \$70,000.00            | \$95,006.00            |
| GRANTS                                     | \$3,893,347.12         | \$2,488,500.00         | \$2,571,445.00         |
| INTEREST                                   | \$48,088.11            | \$60,400.00            | \$37,120.00            |
| INVESTMENTS:DIVIDENDS WATER CORPORATION    | \$620,999.98           | \$621,000.00           | \$621,000.00           |
| NET GAIN/(LOSS) ON ASSETS                  | \$161,231.65           | \$0.00                 | \$0.00                 |
| OTHER INCOME                               | \$1,641,477.00         | \$1,587,033.00         | \$1,554,043.00         |
| RATES AND CHARGES                          | \$3,091,207.59         | \$3,071,084.00         | \$7,403,142.00         |
| SHARE OF GENERAL RATE                      | \$4,040,847.00         | \$4,035,527.00         |                        |
| STATUTORY FEES AND FINES                   | \$419,036.48           | \$415,000.00           | \$425,539.00           |
| USER FEES                                  | \$1,022,913.89         | \$998,021.00           | \$1,026,117.00         |
| <b>Total Income</b>                        | <b>\$15,024,299.38</b> | <b>\$13,346,565.00</b> | <b>\$13,733,412.00</b> |
| <b>Gross Profit</b>                        | <b>\$15,024,299.38</b> | <b>\$13,346,565.00</b> | <b>\$13,733,412.00</b> |
| <b>Less Operating Expenses</b>             |                        |                        |                        |
| DEPRECIATION AND AMORTISATION              | \$2,009,225.72         | \$2,019,330.00         | \$2,091,512.00         |
| EMPLOYEE BENEFITS                          | \$4,170,187.55         | \$4,150,938.00         | \$4,336,083.00         |
| FINANCE COSTS                              | \$145,562.34           | \$142,506.00           | \$171,263.00           |
| IMPAIRMENT OF RECEIVABLES                  | \$645.38               | \$1,000.00             | \$0.00                 |
| MATERIALS AND SERVICES                     | \$5,697,293.43         | \$5,152,000.00         | \$5,302,101.00         |
| NET GAIN/(LOSS) ON ASSETS                  | \$90,411.80            | \$0.00                 | \$0.00                 |
| OTHER EXPENSES                             | \$191,911.58           | \$151,691.00           | \$202,223.00           |
| PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE | -\$76,280.23           | \$0.00                 | -\$69,770.00           |
| <b>Total Operating Expenses</b>            | <b>\$12,228,957.57</b> | <b>\$11,617,465.00</b> | <b>\$12,033,412.00</b> |
| <b>Net Profit</b>                          | <b>\$2,795,341.81</b>  | <b>\$1,729,100.00</b>  | <b>\$1,700,000.00</b>  |

## Statement of financial position

|   | 2018           | 2017           | 2016           | 2015           | 2014           | 2013           |
|---|----------------|----------------|----------------|----------------|----------------|----------------|
|   | \$'000         | \$'000         | \$'000         | \$'000         | \$'000         | \$'000         |
|   | Budget         | Estimate       | Actual         | Actual         | Actual         | Actual         |
| <b>Assets</b>   |                |                |                |                |                |                |
| <b>Current assets</b>   |                |                |                |                |                |                |
| Cash and cash equivalents                                       | 1000           | 1518           | 1,510          | 2,183          | 1,869          | 1,884          |
| Trade and other receivables                                     | 300            | 301            | 289            | 258            | 346            | 398            |
| Financial assets  | 0              | 0              | -              | -              | -              | 411            |
| Inventories   | 32             | 30             | 38             | 34             | 34             | -              |
| Non-current assets classified as held for sale                  | 0              | 0              | -              | -              | -              | -              |
| Other assets  | 130            | 142            | 84             | 132            | 112            | 110            |
| <b>Total current assets</b>                                     | <b>1,462</b>   | <b>1,991</b>   | <b>1,921</b>   | <b>2,607</b>   | <b>2,361</b>   | <b>2,803</b>   |
| <b>Non-current assets</b>                                       |                |                |                |                |                |                |
| Trade and other receivables                                     | 35             | 26             | 31             | 35             | 40             | 44             |
| Financial assets  | 0              | 0              | -              | -              | -              | -              |
| Investments in associates accounted for using the equity method | 0              | 0              | -              | -              | -              | -              |
| Investment in water corporation                                 | 31542          | 31542          | 31,337         | 32,044         | 30,567         | 37,841         |
| Property, infrastructure, plant and equipment                   | 101500         | 97722          | 90,053         | 89,005         | 76,179         | 72,673         |
| Investment property   | 0              | 0              | -              | -              | -              | -              |
| Intangible assets   | 0              | 0              | -              | -              | -              | -              |
| Other assets  | 0              | 0              | -              | -              | -              | -              |
| <b>Total non-current assets</b>                                 | <b>133,077</b> | <b>129,290</b> | <b>121,421</b> | <b>121,084</b> | <b>106,786</b> | <b>110,558</b> |
| <b>Total assets</b>   | <b>134,539</b> | <b>131,281</b> | <b>123,342</b> | <b>123,691</b> | <b>109,147</b> | <b>113,361</b> |
| <b>Liabilities</b>  |                |                |                |                |                |                |
| <b>Current liabilities</b>                                      |                |                |                |                |                |                |
| Trade and other payables  | 1183           | 1372           | 1,313          | 1,655          | 1,027          | 550            |
| Trust funds and deposits  | 57             | 56             | 55             | 66             | 46             | 62             |
| Deferred Income   | 3              | 5              | 7              | -              | -              | 130            |
| Provisions  | 580            | 650            | 596            | 596            | 506            | 513            |
| Interest-bearing loans and borrowings                           | 341            | 713            | 210            | 149            | 326            | 198            |
| <b>Total current liabilities</b>                                | <b>2,164</b>   | <b>2,796</b>   | <b>2,181</b>   | <b>2,466</b>   | <b>1,905</b>   | <b>1,453</b>   |
| <b>Non-current liabilities</b>                                  |                |                |                |                |                |                |
| Provisions  | 200            | 133            | 229            | 250            | 157            | 229            |
| Interest-bearing loans and borrowings                           | 2439           | 2772           | 2,985          | 2,695          | 1,661          | 1,407          |
| <b>Total non-current liabilities</b>                            | <b>2,639</b>   | <b>2,905</b>   | <b>3,214</b>   | <b>2,945</b>   | <b>1,818</b>   | <b>1,636</b>   |
| <b>Total liabilities</b>  | <b>4,803</b>   | <b>5,701</b>   | <b>5,395</b>   | <b>5,411</b>   | <b>3,723</b>   | <b>3,089</b>   |
| <b>Net Assets</b>   | <b>129,736</b> | <b>125,580</b> | <b>117,947</b> | <b>118,280</b> | <b>105,424</b> | <b>110,272</b> |

## Cash flow forecast

| <b><u>CASH FLOW FORECAST</u></b>  | <b>2018</b>       | <b>2017</b>       | <b>2016</b>       | <b>2015</b>       | <b>2014</b>       | <b>2013</b>       |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|   | <b>Budget</b>     | <b>Estimate</b>   | <b>Actual</b>     | <b>Actual</b>     | <b>Actual</b>     | <b>Actual</b>     |
|   | <b>Inflows/</b>   | <b>Inflows/</b>   | <b>Inflows/</b>   | <b>Inflows/</b>   | <b>Inflows/</b>   | <b>Inflows/</b>   |
|   | <b>(Outflows)</b> | <b>(Outflows)</b> | <b>(Outflows)</b> | <b>(Outflows)</b> | <b>(Outflows)</b> | <b>(Outflows)</b> |
|   | <b>\$'000</b>     | <b>\$'000</b>     | <b>\$'000</b>     | <b>\$'000</b>     | <b>\$'000</b>     | <b>\$'000</b>     |
| <b>Cash flows from operating activities</b>                             |                   |                   |                   |                   |                   |                   |
| Rates   | 7403              | 7132              | 6,892             | 6,787             | 6,427             | 5,989             |
| Statutory fees and fines  | 426               | 417               | 400               | 372               | -                 | 288               |
| User charges and other fines (inclusive of GST)                         | 1,026             | 706               | 883               | 906               | 3,040             | 2,608             |
| Grants (inclusive of GST)   | 686               | 2,288             | 1,153             | 2,564             | 1,427             | 2,129             |
| Developer contributions (inclusive of GST)                              | 95                | 85                | 68                | 43                | -                 | -                 |
| Reimbursements (inclusive of GST)                                       | -                 | -                 | -                 | -                 | -                 | -                 |
| Interest  | 37                | 62                | 60                | 88                | 133               | 96                |
| Rents (inclusive of GST)  |                   | -                 | -                 | -                 | -                 | -                 |
| Dividends   |                   | -                 | -                 | -                 | -                 | -                 |
| Investment revenue from water corporation                               | 621               | 621               | 621               | 621               | 413               | -                 |
| Other receipts (inclusive of GST)                                       | 1,554             | 1,852             | 1,813             | 1,456             | -                 | -                 |
| Net GST refund/payment  | 150               | (163)             | 228               | 668               | -                 | -                 |
| Payments to suppliers (inclusive of GST)                                | (5,593)           | (6,581)           | (6,385)           | (6,321)           | (6,214)           | (5,984)           |
| Payments to employees (including redundancies)                          | (3,420)           | (3,330)           | (3,284)           | (2,986)           | (3,513)           | (3,481)           |
| Finance costs   | (133)             | (152)             | (99)              | (100)             | (78)              | (37)              |
| Additional superannuation contributions resulting from actuarial review |                   | -                 | -                 | -                 | -                 | -                 |
| Other payments  | (250)             | (176)             | (1,074)           | (597)             | -                 | -                 |
| <b>Net cash provided by (used in) operating activities</b>              | <b>2,602</b>      | <b>2,761</b>      | <b>1,276</b>      | <b>3,501</b>      | <b>1,635</b>      | <b>1,608</b>      |
| <b>Cash flows from investing activities</b>                             |                   |                   |                   |                   |                   |                   |
| Payments for property, infrastructure, plant and equipment              | (5,000)           | (4,956)           | (3,554)           | (4,428)           | (3,136)           | (3,005)           |
| Proceeds from sale of property, infrastructure, plant and equipment     | 60                | 79                | -                 | 15                | 31                | 24                |
| Payments from/(for) investments   |                   |                   |                   | -                 | -                 | (400)             |
| Proceeds from sale of investment property                               | 0                 | 82                | 316               | -                 | 411               | -                 |
| Payments for other financial assets                                     |                   |                   |                   | -                 | -                 | -                 |
| Proceeds from sale of other financial assets                            |                   |                   |                   | -                 | -                 | -                 |
| Capital grants (inclusive of GST)                                       | 2029              | 1749              | 933               | 364               | 658               | 607               |
| Loans and advances to community organisations                           |                   |                   |                   | -                 | -                 | -                 |
| Repayment of loans and advances from community organisations            |                   |                   |                   | -                 | -                 | -                 |
| <b>Net cash provided by (used in) investing activities</b>              | <b>(2,911)</b>    | <b>(3,046)</b>    | <b>(2,305)</b>    | <b>(4,049)</b>    | <b>(2,036)</b>    | <b>(2,774)</b>    |
| <b>Cash flows from financing activities</b>                             |                   |                   |                   |                   |                   |                   |
| Trust funds and deposits  |                   |                   |                   | -                 | -                 | -                 |
| Proceeds from interest bearing loans and borrowings                     | 0                 | 500               | 500               | 1,000             | 500               | 1,200             |
| Repayment of interest bearing loans and borrowings                      | -209              | -206              | (145)             | (137)             | (115)             | (74)              |
| <b>Net cash provided by (used in) financing activities</b>              | <b>(518)</b>      | <b>9</b>          | <b>(674)</b>      | <b>315</b>        | <b>(16)</b>       | <b>(40)</b>       |
| Net increase (decrease) in cash and cash equivalents                    |                   |                   |                   | -                 | -                 | -                 |
| Cash and cash equivalents at the beginning of the financial year        | 1,518             | 1509              | 2,183             | 1,868             | 1,884             | 1,924             |
| <b>Cash and cash equivalents at the end of the financial year</b>       | <b>1,000</b>      | <b>1,518</b>      | <b>1,509</b>      | <b>2,183</b>      | <b>1,868</b>      | <b>1,884</b>      |



## Analysis of reserves

In 2005-2006 Council commenced contributing to cash backed reserves in an effort to provide long term sustainability for the future. These reserves are invested to enable an increased rate of return on our monies.

The funds are clearly identified for future capital requirements related to infrastructure demand and can only be expended with a resolution of Council.

As at 1<sup>st</sup> July 2018 the total amount invested is \$1,008K.

| <b>Analysis of reserves - Cash Backed 000,s</b> |  |                    |  |
|---|--|--------------------|--|
| <b>RESERVE</b>                                  | <b>Balance 30<sup>th</sup> June 2017</b> | <b>Tranfers to</b> | <b>Balance 30<sup>th</sup> June 2018</b> |
| Eldercare Reserve                               | \$147                                    | \$0                | \$147                                    |
| Building Improvements                           | \$95                                     | \$0                | \$95                                     |
| Public Open Space                               | \$146                                    | \$0                | \$146                                    |
| Parking in Lieu                                 | \$15                                     | \$0                | \$15                                     |
| Kerb & Channel                                  | \$17                                     | \$0                | \$17                                     |
| Development Bonds                               | \$97                                     | \$0                | \$97                                     |
| Municipal Reserve                               | \$289                                    | \$0                | \$289                                    |
| Employee Entitlements                           | \$144                                    | \$0                | \$144                                    |
| Asset Replacement Reserve                       | \$58                                     | \$0                | \$58                                     |
|   |  |                    |  |
| <b>TOTALS</b>                                   | <b>\$1,008</b>                           | <b>\$0</b>         | <b>\$1,008</b>                           |

## Loan schedule

| <b><u>Glamorgan Spring Bay Council Loan Schedule 2017-2018</u></b>    |  |                                 |  |                        |  |                        |  |                       |                                  |
|---|--|---------------------------------|--|------------------------|--|------------------------|--|-----------------------|----------------------------------|
| LOAN PURPOSE  |  | Opening<br>Balance<br>1/07/2017 |  | New<br>Borrowings      |  | Principal<br>Repayment |  | Interest<br>Repayment | Closing<br>Balance<br>30/06/2018 |
| Swansea Childcare Centre  |  | \$ 1,250.00                     |  | \$ -                   |  | \$ 1,250.00            |  | \$ -                  | \$ -                             |
| Orford Bowls Club   |  | \$ 25,872.85                    |  | \$ -                   |  | \$ 4,835.55            |  | \$ 1,853.73           | \$ 21,037.30                     |
| Waste Management Centres  |  | \$ 142,208.63                   |  | \$ -                   |  | \$ 56,415.35           |  | \$ 7,630.67           | \$ 85,793.28                     |
| Triabunna Marina and Wharf  |  | \$ 2,819,652.62                 |  | \$ -                   |  | \$ 137,428.38          |  | \$ 133,020.64         | \$ 2,682,224.24                  |
| Short term loan   |  | \$ 500,000.00                   |  | \$ -                   |  | \$ 500,000.00          |  | \$ 6,192.00           | \$ -                             |
| <b>TOTAL LOANS</b>  |  | <b>\$ 3,488,984.10</b>          |  | <b>\$ -</b>            |  | <b>\$ 699,929.28</b>   |  | <b>\$ 148,697.04</b>  | <b>\$ 2,789,054.82</b>           |
| <b>OTHER AWAITING APPROVAL</b>  |  | <b>\$ -</b>                     |  | <b>\$ 6,000,000.00</b> |  | <b>\$ 114,677.49</b>   |  | <b>\$ 211,991.19</b>  | <b>\$ 5,885,322.51</b>           |
| **** Not budgeted at this stage. Approved by Treasury. Major projects |  |                                 |  |                        |  |                        |  |                       |                                  |

## Fees and Charges 2017-2018

### Administrative Fees

| Type                              | Budget 2017-2018       | Budget 2016-2017       |
|-----------------------------------|------------------------|------------------------|
| Right to Information Act          | \$38.25 + 30c per copy | \$38.25 + 30c per copy |
| Photocopying - Black and White A4 | 10 cents per page      | 10 cents per page      |
| Photocopying - Black and White A3 | 30 cents per page      | 30 cents per page      |
| Photocopying – Colour A4          | 50 cents per page      | 50 cents per page      |
| Photocopying – Colour A3          | \$1.00 per page        | \$1.00 per page        |
| 132 Certificate                   | \$46.50                | \$44.40                |
| 337 Certificate                   | \$205.37               | \$196.10               |

### Hall Hire (Guidance Only)

| Type   | Budget 2017-2018 | Budget 2016-2017 |
|--|------------------|------------------|
| Hall Hire – hourly rate (not for profit)           | \$10 - \$29      | \$10 - \$29      |
| Hall Hire – half day rate (not for profit)         | \$10 - \$29      | \$10 - \$29      |
| Hall Hire – full day rate (not for profit)         | \$30 - \$50      | \$30 - \$50      |
| Hall Hire – evening rate (not for profit)          | \$10 - \$29      | \$10 - \$29      |
| Hall Hire – half day rate (Commercial)             | \$40 - \$70      | \$40 - \$70      |
| Hall Hire – full day rate (Commercial)             | \$100 - \$200    | \$100 - \$200    |
| Hall Hire – evening rate (Commercial)              | \$40 - \$70      | \$40 - \$70      |
| Large events – weddings, birthdays etc             | \$50 - \$150     | \$50 - \$150     |
| Pre-paid bond related to any large events at Halls | \$200            | \$200            |

### Hall - External Hire Items (Guidance Only)

|   |                        |                        |
|---|------------------------|------------------------|
| Chairs up to 10 – Public                    | \$10                   | \$10                   |
| Chairs 11 to 30 – Public                    | \$15                   | \$15                   |
| Chairs 31 to 50 – Public                    | \$20                   | \$20                   |
| Chairs 51 and over – Public                 | \$30                   | \$30                   |
| Chairs up to 10 – Community Group           | \$5 or small donation  | \$5 or small donation  |
| Chairs 11 to 30 – Community Group           | \$5 or small donation  | \$5 or small donation  |
| Chairs 31 to 50 – Community Group           | \$10 or small donation | \$10 or small donation |
| Chairs 51 and over – Community Group        | \$10 or small donation | \$10 or small donation |
| Hire of Tables (1 to 3) – Public            | \$5                    | \$5                    |
| Hire of Tables (4 to 6) – Public            | \$10                   | \$10                   |
| Hire of Tables (7 to 10) – Public           | \$15                   | \$15                   |
| Hire of Tables (11 to 15) – Public          | \$20                   | \$20                   |
| Hire of Tables (1 to 3) – Community Group   | Small donation         | Small donation         |
| Hire of Tables (4 to 6) – Community Group   | Small donation         | Small donation         |
| Hire of Tables (7 to 10) – Community Group  | \$5                    | \$5                    |
| Hire of Tables (11 to 15) – Community Group | \$10                   | \$10                   |
| Use of Urn – Public                         | \$10                   | \$10                   |
| Use of Urn – Community Group                | \$5 (at discretion)    | \$5 (at discretion)    |
| Use of Crockery – Public                    | \$20                   | \$20                   |
| Use of Crockery – Community Group           | \$5 (at discretion)    | \$5 (at discretion)    |
| Major Events                                | \$50 - \$150           | \$50 - \$150           |

### Marine Infrastructure Fees (All Figures include GST)

| Type   | Budget 2017-2018 | Budget 2016-2017 |
|--|------------------|------------------|
| Marina Berth (Fixed Jetty Access)  | \$3,200.00       | \$3,140.00       |
| Marina Berth (Floating Pontoon Access)   | \$4,020.00       | \$3,940.00       |
| Floating Commercial Berth  | \$4,220.00       | \$4,140.00       |
| Marina Lease – (Fixed Jetty Access)<br>Five Year Term - paid up front  | \$14,500.00      | \$14,200.00      |
| Marina Lease – (Floating Pontoon Access)<br>Five Year Term - paid up front   | \$19,380.00      | \$19,000.00      |
| Fisherman's Wharf – Annual Fee (Up to 18 metres in length)*  | \$1,150.00       | \$1,100.00       |
| Fisherman's Wharf > 18 metres in length*<br><i>*Vessels must be in survey and if mooring at the wharf for extended periods of time e.g. over 1 month the Port Control Officer may impose extra fees of up to \$125.00 per week</i> | \$1,770.00       | \$1,770.00       |
| Wharf/Marina Vessel up to 18 metres – Casual Rate (Daily)  | \$35.00          | \$30.00          |
| Wharf/Marina Vessel exceeding 18 metres – Casual Rate (Daily)  | \$50.00          | 0                |
| Fisherman's Wharf – Casual Rate (Weekly)   | \$125.00         | \$120.00         |
| Fisherman's Wharf – Casual Rate (Monthly)  | \$420.00         | \$400.00         |
| Tourist Berth – (Floating Pontoon)   | \$3,500.00       | \$3,340.00       |
| Use of Three Phase Power (Per connection)  | \$25.00 per day  | \$20.00 per day  |

### Visitor Centre Fees (All Figures include GST)

| Visitor Centre Fees   | Budget 2017-2018 | Budget 2016-2017 |
|---|------------------|------------------|
| Type  |                  |                  |
| Display space DL brochure – single operator<br>(4 centres Triabunna, Bicheno, St Helens, Swansea) Business within GSBC or BODC    | \$133.00         | \$133.00         |
| Display space DL brochure – single operator<br>(4 centres Triabunna, Bicheno, St Helens, Swansea) -outside areas                  | \$222.00         | \$222.00         |
| Display space DL brochure - Multi operator<br>(4 centres Triabunna, Bicheno, St Helens, Swansea) Business within GSBC or BODC     | \$155.00         | \$155.00         |
| Display space DL brochure - Multi operator<br>(4 centres Triabunna, Bicheno, St Helens, Swansea) outside areas                    | \$244.00         | \$244.00         |
| Display space A4/A5 brochure - single operator<br>(4 centres Triabunna, Bicheno, St Helens, Swansea) Business within GSBC or BODC | \$178.00         | \$178.00         |
| Display space A4/A5 brochure - single operator<br>(4 centres Triabunna, Bicheno, St Helens, Swansea) outside areas                | \$266.00         | \$266.00         |
| Display space A4/A5 brochure - Multi operator<br>(4 centres Triabunna, Bicheno, St Helens, Swansea) Business within GSBC or BODC  | \$200.00         | \$200.00         |
| Display space A4/A5 brochure - Multi operator<br>(4 centres Triabunna, Bicheno, St Helens, Swansea) outside areas                 | \$289.00         | \$289.00         |

| Type   | Budget 2017-2018 | Budget 2016-2017 |
|--|------------------|------------------|
| Wall Lit Display - single operator one centre Business within GSBC or BODC outside areas   | \$220.00         | \$220.00         |
| Wall Lit Display - single operator (4 centres Triabunna, Bicheno, St Helens, Swansea) Business within GSBC or BODC outside areas | \$880.00         | \$880.00         |

## Waste Management Transfer Stations

| Type                                   | Budget 2017-2018 | Budget 2016-2017 |
|--|------------------|------------------|
| Garbage – per cubic metre              | \$25 (min \$5)   | \$23 (min \$5)   |
| Greenwaste – per cubic metre           | \$5              | \$5              |
| Compactor Vehicle – per cubic metre    | \$35             | \$35             |
| Tyre – car                             | \$8              | \$8              |
| Tyre – light truck                     | \$10             | \$10             |
| Tyre – truck                           | \$20             | \$20             |
| Recyclable materials – per cubic metre | \$25 (min \$5)   | \$23 (min \$5)   |
| Metals / Oils / Batteries              | Free             | Free             |

## Bicheno / Triabunna Cemetery Fees

| Type  | Budget 2017-18 | Budget 2016-17 |
|---|----------------|----------------|
| Reservation Certificates - General                  | \$160          | \$160          |
| Niche Wall Allocation                               | \$125          | \$125          |
| Old / Lawn Section burials                          | \$550          | \$550          |
| Children – max coffin size 1350mm x 450mm           | \$200          | \$200          |
| Re-open Fee (Old / Lawn section)                    | \$450          | \$450          |
| Burials - outside working hours (additional charge) | \$250          | \$250          |

## Planning and Development Fees

| Type   | Budget 2017-2018                                  | Budget 2016-2017                                  |
|--|---|---|
| Stormwater Connections                                 | \$250   | \$250   |
| Permitted Use Accommodation Sharing                    | \$250   |   |
| Outbuildings   |   |   |
| Permitted  | \$120   | \$120   |
| Discretionary  | \$495   | \$470   |
| Additions & Alterations – existing dwellings           |   |   |
| Permitted  | \$120   | \$120   |
| Discretionary – same as new dwelling + advertising     | \$270 plus \$1.50 for every \$1,000 over \$50,000 | \$270 plus \$1.50 for every \$1,000 over \$50,000 |
| Signage  |   |   |
| Permitted  | \$120   | \$120   |
| Discretionary  | \$495   | \$470   |
| No Permit Required assessment                          | \$120   | \$120   |
| Development up to \$1,000,000 (includes new dwellings) | \$270 plus \$1.50 for every \$1,000 over \$50,000 | \$270 plus \$1.50 for every \$1,000 over \$50,000 |
| Development > \$1,000,000                              | P.O.A   | P.O.A   |
| Advertising Fee – Development Applications             | \$375   | \$350   |
| Development contribution – kerb and channel            | \$110 per lm                                      | \$100 per lm                                      |
| Development contribution - Footpath                    | \$120 per m <sup>2</sup>                          | \$110 per m <sup>2</sup>                          |
| Parking in lieu  | \$4,000 per space                                 | \$3,500 per space                                 |

| Type   | Budget 2017-2018             | Budget 2016-2017             |
|--|------------------------------|------------------------------|
| Assessment and registration of Part 5 (Price on Application) | \$250 (minimum) per property | \$250 (minimum) per property |
| Subdivision Application Base fee                             | \$500                        | \$500                        |
| Fee per additional lot                                       | \$50                         | \$50                         |
| Advertising Fee - Subdivisions                               | \$375                        | \$350                        |

|   |   |   |
|---|---|---|
| Engineering assessment and inspection of works (Price on Application) | Generally 1% of the certified value of the works, minimum fee \$250 | Generally 1% of the certified value of the works, minimum fee \$200 |
| Re inspection fee   | \$150   |   |
| Site Inspection Travel Fee  | \$35  |   |

| Type   | Budget 2017-18  | Budget 2016-17  |
|--|---|---|
| Sealing of final plan  | \$200   | \$200   |
| Adhesion order   | \$200   | \$200   |
| Strata scheme – including amendments   | \$450 minimum, plus \$50 per lot  | \$450 minimum, plus \$50 per lot  |
| Community Development and Staged Development Scheme (over and above Development Application and Strata Scheme fees) (Price on application) | Minimum \$250   | Minimum \$250   |
| Planning Scheme amendment – base fee<br>This does not include charges from the Tasmanian Planning Commission (Price on application)        | \$1,800Min + TPC Fee + Advertising  | \$1,600Min + TPC Fee + Advertising  |
| TPC Fee as at 1/7/17   | \$310   | TBA   |
| Planning Scheme Amendment Advertising fee  | \$1000  | \$700   |
| Level 2 Activity Advertising fee   | \$800   |   |
| Application minor amendment under section 55 LUPAA   | \$125   | \$120   |
| Application minor amendment under section 56 LUPAA   | \$250   | \$220   |
| Petitions to amend sealed plan – S103 Local Government (Building & Miscellaneous Provisions Act)   | \$600 full fee plus any fees associated with a hearing<br><br>\$300 (reduced fee) - if all parties to the sealed plan have signed the petition and agree to the amendment | \$600 full fee plus any fees associated with a hearing<br><br>\$300 (reduced fee) - if all parties to the sealed plan have signed the petition and agree to the amendment |
| Permit Extension Fee   | \$50  | \$50  |
| Collection of Impounded sign (S48a LUPAA 1993)   | \$100/sign + fees associated with sign removal  | \$100/sign + fees associated with sign removal  |
| Kerbside Vending Fees<br><br>Stall Holders   | \$1,000 annual<br>\$100/month<br>\$25/event   | \$1,000 annual<br>\$100/month<br>\$25/event   |
| <b>Refunds/Remissions – Application Withdrawals</b>  |   |   |
| If requests for additional information have not been made  | 75%   | 75%   |
| If requests for additional information have been made  | 25%   | 25%   |
| Advertising Fee – Not commenced  | 100%  | 100%  |

| Type                                       | Budget 2017-2018 | Budget 2016-2017 |
|--|------------------|------------------|
| Ordinance (printed copy) Black & White     | \$55             | \$55             |
| Colour                                     | \$110            | \$110            |
| Ordinance (computer disk)                  | \$10             | \$10             |
| Maps reduced to A4                         | \$5              | \$5              |
| Maps reduced to A3                         | \$25             | \$25             |
| Postage costs for larger items             | \$10             | \$10             |
| Search and copy fees for permits and plans | \$50             |                  |
| Permit Extension Fee                       | \$50             | \$50             |
| Copy of Title                              | \$50             | \$50             |

## Building Fees

| Type   | Budget 2017-18                               | Budget 2016-17                               |
|--|--|--|
| Notifiable Building Work   | \$150  | \$100  |
| Building Permit (Class 10)   | \$150  | \$120  |
| Building Permit (Class 1)  | \$300  | \$240  |
| Building Permit (Class 2-9)  | \$400  | \$350  |
| Demolition Notifiable Work   | \$150  | \$100  |
| Demolition Permit (Class 1 - 10)   | \$300  | \$120  |
| Notifiable Plumbing Work   |  |  |
| Without CLC  | \$150  | \$100  |
| With CLC   | \$300  |  |
| Plumbing Permit (Class 1 + 10) includes CLC  |  |  |
| without wastewater   | \$300  | \$120  |
| including wastewater   | \$600  | \$240  |
| Plumbing Permit (Class 2-9)  |  |  |
| without wastewater/trade waste   | \$400  | \$350  |
| including wastewater/tradewaste  | \$800  | \$700  |
| Plumbing Certificate of Likely Compliance  | \$300  | \$150  |
| Plumbing Assessment with pool/ arrestors/ backflow                                       | \$150  | \$150  |
| Permit authority certificate (Completion Certificates – Building, Plumbing & Demolition) | \$200  | \$200  |
| Temporary Occupancy Permit Admin Fee   | \$50   |  |
| Minor Works Notification Form  | \$150  | \$50   |
| Site inspection – per ½ hr onsite plus travel  | \$100  | \$100  |
| Completion of reports to Council by practitioner/plumber per ½ hour                      | \$100  | \$100  |
| Plumbing inspections – mandatory (per ½ hour onsite) plus travel                         | \$100  | \$100  |
| Amended drawings   | \$150  | \$150  |
| Extension to building, plumbing & demolition permits                                     | \$100  | \$100  |
| 1 <sup>st</sup> year   | Increase of \$50 per year over previous year | Increase of \$50 per year over previous year |
| Subsequent years   |  |  |

| Type   | Budget 2017-2018 | Budget 2016-2017 |
|--|------------------|------------------|
| Permit of Substantial Compliance                                     | \$450            | \$400            |
| Building Certificate   | \$450            | \$400            |
| Additional inspections (per ½ hour onsite) due to faulty workmanship | \$150            | \$150            |
| Search and copy fees for permits and plans                           | \$50             | \$50             |
| Site Inspection Travel Fee   | \$35             | \$35             |

## Environmental Health

| Health and By-Laws  | Budget 2017-2018                              | Budget 2016-2017                              |
|---|---|---|
| Temporary Food Registration   | \$20.00                                       | \$15.00                                       |
| Temporary Food Registration local community non profit organisation)                  | Free  | Free  |
| New Application Assessment Fee (prior to registration)                                | \$70.00                                       |   |
| Food Premises – Category A  | \$700.00*                                     | \$570.00                                      |
| Food Premises – Category B  | \$400.00*                                     | \$350.00                                      |
| Food Premises – Category C  | \$250.00*                                     | \$230.00                                      |
| Food Premises – Category D  | \$150.00*                                     | \$120.00                                      |
| Food Premises – Category E  | \$85.00*                                      | \$80.00                                       |
| Food Premises – Category F  | \$66.00*                                      | \$60.00                                       |
| Food Premises – Category G – Non profit organisations                                 | Free  | Free  |
| * 50% fee reduction for applications received after 1 January                         |   |   |
| Mobile Food Business Registration *   |   |   |
| Annual (statewide) registration/renewals  | \$150.00                                      |   |
| Non profit organisations  | Free  |   |
| Assessment of Plans for Commercial Kitchen (Form 49)                                  | \$210.00 + \$105.00/<br>additional inspection | \$210.00                                      |
| EHO Occupancy Report for commercial kitchen (Form 50)                                 | \$210.00 + \$105.00/<br>additional inspection | \$210.00 + \$105.00/<br>additional inspection |
| Place of Assembly Licence-General renewal   | \$115.00                                      | \$110.00                                      |
| Place of Assembly Licence – specific event  | \$55.00                                       | \$50.00                                       |
| Place of Assembly Licence – specific event (local community non profit organisation)  | Free  | Free  |
| Swimming pools/spas samples (request /non investigative)                              | \$35.00+ cost of analysis                     | \$30.00+ cost of analysis                     |
| Water samples (request /non investigative)  | \$35.00+ cost of analysis                     | \$30.00+ cost of analysis                     |
| Commerical Water Carriers Permit (1 year only)  | \$45.00                                       | \$90.00                                       |
| Regulated system registration-new   | \$95.00                                       | \$90.00                                       |
| Regulated system registration-renewal   | \$75.00                                       | \$70.00                                       |
| Food samples (request /non investigative)   | \$35.00+ cost of analysis                     | \$30.00+ cost of analysis                     |
| Public Health Risk Activities (tattooists, skin penetration)– application and renewal | \$65.00                                       | \$60.00                                       |



| Type   | Budget 2017-2018                           | Budget 2016-2017  |
|--|--|---|
| Private Water Supplier Permit  | \$20.00                                    | \$20.00   |
| Caravan Licence (on site living)   | \$210.00                                   | \$205.00  |
| Permit for burial of human remains on private land                               | \$160.00                                   | \$160.00  |
| Environmental Protection Notices – investigation, issuing and management charges | \$135.00/hr or part there of               | \$130.00/hr or part there of  |
| Fire Abatement Notices<br>Follow up letter<br>Initiate works to be undertaken    | \$55<br>\$200 admin fee + contractor costs | \$50 follow up letter<br>\$200 admin fee plus cost of contractor to undertake the works |

## Dog Registrations

| Type  | Budget 2017-2018 | Budget 2016-2017 |
|---|------------------|------------------|
| Dog – irrespective of sex (before 31/8/17)                        | \$25             | \$25             |
| Dog – irrespective of sex (after 31/8/17)                         | \$40             | \$40             |
| Desexed dog (before 31/8/17)                                      | \$15             | \$15             |
| Desexed dog (after 31/8/17)                                       | \$20             | \$20             |
| *Working dogs (before 31/8/17)                                    | \$10             | \$10             |
| *Working dogs (after 31/8/17)                                     | \$20             | \$20             |
| Dog owned by a pensioner (one dog only) (before 31/8/17)          | \$5              | \$5              |
| Dog owned by a pensioner (one dog only) (after 31/8/17)           | \$10             | \$10             |
| Declared dangerous dog & Restricted Breeds (before 30/8/17)       | \$200.00         | \$200.00         |
| Declared dangerous dog & Restricted Breeds (after 30/8/17)        | \$400.00         | \$400.00         |
| Registered guide dog/assistance dog                               | Free             | Free             |
| Replacement tag   | \$3.00           | \$3.00           |
| Release of dog from pound 1 <sup>st</sup> offence                 | \$30.00          | \$30.00          |
| Release of dog from pound 2 <sup>nd</sup> and subsequent offences | \$75.00          | \$75.00          |
| Daily maintenance charge whilst impounded                         | \$20 per day     | \$20 per day     |
| Kennel License – New >2 dogs                                      | \$50             | \$50             |
| Kennel License – Renewal  | \$20             | \$20             |
| <b>DOG CONTROL ACT 2000 FEES</b>                                  |                  |                  |
| Failing to ensure dog is not at large (16(1))                     | 1 penalty unit   | 1 penalty unit   |
| Failing to restrict dog in or on a vehicle (16(3))                | 1 penalty unit   | 1 penalty unit   |
| Failing to register dog over 6 months of age (8(1))               | 1 penalty unit   | 1 penalty unit   |
| Failing to confine bitch on heat away from public place (16(2))   | 1 penalty unit   | 1 penalty unit   |
| Failure to fasten registration tag on collar (11(1))              | 1 penalty unit   | 1 penalty unit   |
| Removing collar from dog in a public place (11(4))                | 1 penalty unit   | 1 penalty unit   |
| Taking dog into a prohibited area (22(2))                         | 2 penalty units  | 2 penalty units  |
| Taking dog into a restricted area outside specified times (23(2)) | 1 penalty unit   | 1 penalty unit   |

| Type   | Budget 2017-2018 | Budget 2016-2017 |
|--|------------------|------------------|
| Failing to have dangerous dog microchipped (29(2))                               | 2 penalty units  | 2 penalty units  |
| Failing to pay fees, charges and costs of seized dog (36(1))                     | 1 penalty unit   | 1 penalty unit   |
| Failing to remove and dispose of dog faeces (45(1))                              | 1 penalty unit   | 1 penalty unit   |
| Allowing dog to be a nuisance in a public place (46(1))                          | 2 penalty units  | 2 penalty units  |
| Allowing dog to be a nuisance on premises (46(2))                                | 2 penalty units  | 2 penalty units  |
| Keeping too many dogs on premises(50)  | 1 penalty unit   | 1 penalty unit   |
| Failure to provide name and address when requested by authorised person (77(2a)) | 1 penalty unit   | 1 penalty unit   |
| Giving a false name and address (77(2b))   | 1 penalty unit   | 1 penalty unit   |
| Making a false or misleading statement (78(a))                                   | 1 penalty unit   | 1 penalty unit   |
| Obstructing, hindering, delaying or threatening an authorised person (79)        | 2 penalty units  | 2 penalty units  |
| Failure to Microchip Dog   | 1 penalty unit   | 1 penalty unit   |

- **ALL WORKING DOGS MUST BE REGISTERED**
- **All fees outlined in the Act need updating for penalty units when advised**
- 1 penalty unit @ 1/7/17 = \$157

## Annual Plan by Business Department - Council Governance

Council will secure the confidence of the community by:

- Providing appropriate strategic leadership.
- Effectively monitoring and reviewing its performance.
- Ensuring compliance with standards and legislation.
- Making decisions based on agreed policies.

Council Governance is the overarching Council body, specifically the elected members who represent our Municipal area, namely the Mayor, Deputy Mayor and six elected councillors.

The elected members are responsible for ensuring an integrated approach with their community, particularly surrounding service delivery and policy development.

Their aim is to provide the overall framework in which Council operates whilst ensuring there is a long term strategic vision for our area into the future.

The department comprises the following areas:

- Community consultation
- Elected member expenses
- Governance

### Objectives

- To ensure the needs of our community are met through a collaborative approach in terms of service deliveries and policy development.
- To ensure within our community there are dedicated means of consultation on a broad scale.
- Consistently monitor service levels to the community to ensure they are in line with community expectations.
- Councillors adequately plan for the renewal and replacement of existing infrastructure using proficient asset management principals.
- To provide leadership and continuity to our community.

### Annual aims for 2017-2018

- Provide decisive and strong leadership for our community.
- To conduct ourselves in an open and transparent manner.
- To advocate on behalf of our community Regional, State and National issues.
- To hold regular meetings of Council.
- Participation in the Local Government Association of Tasmania with a particular focus on equal representation, economies of scale and issues of significance.
- Ensure Council is continually abreast of issues which are pertinent to our area and where necessary react in a proactive manner for our community.

| Programs and Projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Identify key stakeholder groups in each town in order to ensure effective and efficient communication strategies with our community. | 6.4<br>6.5                       |
| Develop Council's community governance system including principles, policies, procedures, indicators, tools and resources.           | Directions 1-6                   |

#### Performance measures

- Conducting regular meetings of Council.
- The level of effective communication with the community.
- Governance documents are available for the community to access on Council's website in a timely manner.
- Number of appearances before the Code of Conduct Committee.
- Asset infrastructure principles are adhered to resulting in a consistent funding renewal program.

#### Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                     |                     |                     |
|---|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>     |                     |                     |                     |
| <b>Governance</b>                       |                     |                     |                     |
|   | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                           |                     |                     |                     |
| SHARE OF GENERAL RATE                   | \$537,000.00        | \$537,000.00        | \$559,800.00        |
| <b>Total Income</b>                     | <b>\$537,000.00</b> | <b>\$537,000.00</b> | <b>\$559,800.00</b> |
| <b>Gross Profit</b>                     | <b>\$537,000.00</b> | <b>\$537,000.00</b> | <b>\$559,800.00</b> |
| <b>Less Operating Expenses</b>          |                     |                     |                     |
| DEPRECIATION AND AMORTISATION           | \$51,023.82         | \$44,000.00         | \$52,260.00         |
| EMPLOYEE BENEFITS                       | \$267,694.29        | \$268,000.00        | \$285,221.00        |
| FINANCE COSTS                           | \$0.00              | \$0.00              | \$2,000.00          |
| MATERIALS AND SERVICES                  | \$84,765.56         | \$83,000.00         | \$73,220.00         |
| OTHER EXPENSES                          | \$138,685.51        | \$142,000.00        | \$147,099.00        |
| <b>Total Operating Expenses</b>         | <b>\$542,169.18</b> | <b>\$537,000.00</b> | <b>\$559,800.00</b> |
| <b>Net Profit</b>                       | <b>-\$5,169.18</b>  | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Council / General Manager

***Inclusions and exclusions***

- Expenditure based upon Mayor, Deputy Mayor and six councillors.
- Salaries in part are attributed to the General Manager, and fully to the Executive Officer.
- Provision for training of elected members will be on an as required basis.
- Allocation of advertising in both northern and southern newspapers related to notice of Council Meetings and Special Meetings called. This is only required once per annum for Council Meetings and on every occasion for Special Meetings
- Councillors are provided with various communication tools and equipment which remain the property of Council.
- Travel and other expenditure incurred by Councillors such as telephone charges are reimbursed where appropriate.
- Allowance for a CPI increase has been made in relation to Councillor allowances.
- Council meetings are held monthly with meetings held throughout the municipal area.
- Special meetings are called by the Mayor as required.
- Council information workshops are held on the second Tuesday of each month and on Council meeting days, unless otherwise required.

## Corporate Services

Glamorgan Spring Bay Council will have successfully delivered the agreed vision, desired future and resourcing through sound financial management and a strengthening of its revenue and resources.

Contemporary systems and practices will support the work of the Council, General Manager, and staff and provide timely and accurate data and information that assists them to make decisions.

Corporate Services is responsible for the effective corporate delivery for Council operations. It is also entrusted with supervising and facilitating the financial operations and long term financial management of the Council.

The department comprises the following units:

- Financial systems of Asset Management
- Financial Management
- Financial Operations
- Information Technology
- Swansea Heritage Centre

### Objectives

- To continually monitor and review Council's financial situation.
- Continue to comply with current legislation, regulations and policies of Council in all functional areas.
- Ensure Council's information technology network is contemporary and effective.
- Maintain staff at an optimum level with an emphasis on seeking efficiency gains as a basis for improvement in service levels.
- Continue to manage and develop the Swansea Heritage Centre in conjunction with the Museum Curator.

### Annual Aims for 2017-2018

- To continually monitor and review Council's financial situation and report findings to Council in a clear and transparent format on a monthly basis.
- Ensuring the issue of accounts for rates, and dog notices to our customers are in accordance with the *Local Government Act 1993* and council policies.
- Prepare the annual Financial Statements by the 14th August 2018.

| Programs and Projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| To review our five year and broader 10 year Financial Plan aimed at providing Council with sound financial management practices, improved cash flow and the ability to meet its existing demand in terms of asset management preservation. | Directions 1-6                   |
| To continue to analyse existing processes and practices with the aim of implementing more cost effective and integrated systems to streamline Council operations.  | Directions 1-6                   |
| Rationalise Council's assets with particular emphasis on surplus property.   | 1                                |
| Set up selective Council operations within our Visitor Information Centre network.   | 1                                |
| Ensure contemporary systems are achievable through the continual assessment and enhancement of information technology software.  | 3.5                              |
| Report key performance indicators in various areas to Council to outline our successes and where improvement can be made.  | Directions 1-6                   |
| To continue to foster asset management principles throughout the Council.  | Directions 1-6                   |
| Undertake internal communication strategies aimed at increasing the level of information to all internal stakeholders across the Council environment.  | Directions 1-6                   |
| Maintain an up to date contract register to ensure a more streamlined approach to contract management across the organisation.   | Directions 1-6                   |
| Develop a culture related to the capture of corporate history and continue to improve records management systems.  | Directions 1-6                   |
| Conduct a property auction for properties with three years rates outstanding to recover debt.  | Directions 1-6                   |
| Look for resource sharing opportunities with surrounding Councils particularly in regard to our access to the NBN in Triabunna.  | Directions 1-6                   |
| Participation in a Council Audit Committee   | Directions 1-6                   |

### Performance Measures

- Full compliance with all statutory and legislative requirements.
- Facilitating accurate and efficient financial management reporting.
- Formation and analysis of an internal staff survey.
- To have Council's financial statement complete within statutory timeframes and to receive satisfactory audit reports in this area.
- Completion of performance reviews or alternatives as recommended by Council's HR consultant by June 2018.
- Completion of financials by 14th August 2018.
- Completion of the Annual Report.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                       |                       |                       |
|---|-----------------------|-----------------------|-----------------------|
| <b>Glamorgan Spring Bay Council</b>     |                       |                       |                       |
| <b>Admin-Corporate Services</b>         |                       |                       |                       |
|   | <b>YTD JUNE 17</b>    | <b>YTD BUDGET</b>     | <b>BUDGET 17/18</b>   |
| <b>Income</b>                           |                       |                       |                       |
| CONTRIBUTIONS                           | \$33,337.56           | \$40,000.00           | \$40,006.00           |
| GRANTS                                  | \$508,004.02          | \$306,000.00          | \$156,424.00          |
| INTEREST                                | \$47,959.81           | \$60,000.00           | \$37,000.00           |
| INVESTMENTS:DIVIDENDS WATER CORPORATION | \$620,999.98          | \$621,000.00          | \$621,000.00          |
| NET GAIN/(LOSS) ON ASSETS               | \$81,818.00           | \$0.00                | \$0.00                |
| OTHER INCOME                            | \$389,349.81          | \$260,000.00          | \$293,000.00          |
| RATES AND CHARGES                       | \$1,615,806.55        | \$1,616,000.00        | \$5,900,234.00        |
| SHARE OF GENERAL RATE                   | \$57,854.00           | \$57,854.00           | -\$4,825,544.00       |
| STATUTORY FEES AND FINES                | \$88,739.29           | \$77,500.00           | \$88,738.00           |
| USER FEES                               | \$279.04              | \$0.00                | \$0.00                |
| <b>Total Income</b>                     | <b>\$3,444,148.06</b> | <b>\$3,038,354.00</b> | <b>\$2,310,858.00</b> |
| <b>Gross Profit</b>                     | <b>\$3,444,148.06</b> | <b>\$3,038,354.00</b> | <b>\$2,310,858.00</b> |
| <b>Less Operating Expenses</b>          |                       |                       |                       |
| DEPRECIATION AND AMORTISATION           | \$43,816.17           | \$55,000.00           | \$60,000.00           |
| EMPLOYEE BENEFITS                       | \$192,672.26          | \$127,003.00          | \$211,657.00          |
| FINANCE COSTS                           | \$21,626.89           | \$1,854.00            | \$0.00                |
| MATERIALS AND SERVICES                  | \$1,472,598.34        | \$1,530,429.00        | \$1,510,611.00        |
| NET GAIN/(LOSS) ON ASSETS               | \$40,656.00           | \$0.00                | \$55,124.00           |
| OTHER EXPENSES                          | \$53,226.07           | \$37,500.00           |                       |
| <b>Total Operating Expenses</b>         | <b>\$1,824,595.73</b> | <b>\$1,751,786.00</b> | <b>\$1,837,392.00</b> |
| <b>Net Profit</b>                       | <b>\$1,619,552.33</b> | <b>\$1,286,568.00</b> | <b>\$473,466.00</b>   |

**Responsible Officer:** General Manager

### Inclusions and Exclusions

- Includes estimated water dividends from TasWater.
- Includes full year of Federal Assistance Grants.
- Salaries are attributed to part General Manager, part time Finance Officer, Museum Curators and others. Materials and services includes contractors ex Sorell under resource sharing agreement.
- Pension remissions are included in both revenue and expenditure as the State Government reimburses Council up to a maximum 30% remission.
- Fire Service Levy is included in both revenue and expenditure although the revenue will be slightly higher than that remitted to the State due to the commission component retained by Council.
- Land Tax is payable on stipulated properties to the State Government.
- Includes the Triabunna Council offices, and the Swansea Heritage Museum building as well as redundant office buildings in Swansea and Triabunna.



## Administration

The administration section of Council deals with the day to day activities of payroll processing, electronic storing and retrieval of data records, accounts payable and accounts receivable functions, and rating management and collection, and reception.

Contemporary systems and practices will support the work of the Council, General Manager, and staff and provide timely and accurate data and information that assists them to make decisions.

The department comprises the following units:

- Financial systems – rating, payroll, accounts payable/receivable
- Data storage and retrieval
- Customer Service and Reception

### Objectives

- To meet the quality customer service guidelines contained within Council's Customer Service Charter.
- To ensure that the data processed is timely and accurate.
- To ensure that the Council's corporate history is maintained through data storage mechanisms.

### Annual Aims for 2017-2018

- Ensure rates are set and distributed in early July 2017.

| Programs and Projects for 2017-2018            | Community Strategic Plan Linkage |
|--|----------------------------------|
| Ensure continued efficiency of administration. | Directions 1-6                   |

### Performance Measures

- Full compliance with all statutory and legislative requirements.
- Facilitating accurate and efficient financial management reporting.
- Continued improvement of the new financial and accounting system.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                     |                     |                     |
|---|---------------------|---------------------|---------------------|
| <b>Admin-Administration</b>             |                     |                     |                     |
|   | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                           |                     |                     |                     |
| OTHER INCOME                            | \$1,200.49          | \$1,200.00          | \$1,200.00          |
| SHARE OF GENERAL RATE                   | \$319,800.00        | \$319,800.00        | \$276,008.00        |
| <b>Total Income</b>                     | <b>\$321,000.49</b> | <b>\$321,000.00</b> | <b>\$277,208.00</b> |
| <b>Gross Profit</b>                     | <b>\$321,000.49</b> | <b>\$321,000.00</b> | <b>\$277,208.00</b> |
| <b>Less Operating Expenses</b>          |                     |                     |                     |
| DEPRECIATION AND AMORTISATION           | \$436.04            | \$0.00              | \$480.00            |
| EMPLOYEE BENEFITS                       | \$274,409.25        | \$320,000.00        | \$275,128.00        |
| MATERIALS AND SERVICES                  | \$4,924.71          | \$1,000.00          | \$1,600.00          |
| <b>Total Operating Expenses</b>         | <b>\$279,770.00</b> | <b>\$321,000.00</b> | <b>\$277,208.00</b> |
| <b>Net Profit</b>                       | <b>\$41,230.49</b>  | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Community Development and Administration

### Inclusions and Exclusions

- Salaries are attributed to administration staff.

## Governance - Safety and Risk

Educate and assist staff to create and maintain healthy and safe working environments.

Continue to develop and implement the existing Risk Management System that enables the Council, General Manager and Risk Officer to identify, assess, minimise or mitigate the organisational or operational risk.

The Safety and Risk Management department is responsible for implementing quality process and practices that in turn reduce the likelihood and/or severity of an incident or accident occurring.

In ensuring we have contemporary systems in place, substantially reduces or mitigates the risk to Council and its community which would otherwise be adversely affected by potential litigation or negative publicity.

The department comprises the following areas:

- Occupational Health and Safety
- Risk Management

### Objectives

- To enhance safety awareness across the Council and municipal area.
- To implement quality occupational health and safety and risk management processes.
- To ensure all personnel are adequately trained and accredited so that they can do their jobs safely and competently.
- To liaise with community groups and key stakeholders to better inform our community on risk management issues and collectively implement strategies to overcome these.

### Annual Aims for 2017-2018

- Conduct a review of standard operating procedures for staff and create procedures where they may be deficient.
- Aim to reduce the number of workplace injuries and lost time to Council.
- Aim to reduce the number of incidents attributed to Council from visitors and the community alike.

| Programs and Projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Review the OH&S Plan for approval by the General Manager and commence implementation of the strategies.                                | 4.1                              |
| Conduct a self assessment of existing practices and ensure any deficiencies are subsequently included in the OH&S Plan to be improved. | 4.1                              |
| Continue to implement, and enhance where required, the existing Risk Management Plan.  | 4.1                              |
| Continue to consult our community groups who manage Council assets to collectively enhance existing practices.                         | 4.1<br>6.3                       |

### Performance Measures

- A reduction in the number and instances of lost time within the workplace.
- A reduction in incidents or accidents within our community.
- Enhanced Occupational Health and Safety procedures within Council.
- An overall increase in the awareness of OH&S from staff.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b>    |                     |                     |                     |
|--|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>        |                     |                     |                     |
| <b>Governance-Safety,Risk</b>              |                     |                     |                     |
|  | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                              |                     |                     |                     |
| SHARE OF GENERAL RATE                      | \$100,000.00        | \$100,000.00        | \$120,000.00        |
| <b>Total Income</b>                        | <b>\$100,000.00</b> | <b>\$100,000.00</b> | <b>\$120,000.00</b> |
| <b>Gross Profit</b>                        | <b>\$100,000.00</b> | <b>\$100,000.00</b> | <b>\$120,000.00</b> |
| <b>Less Operating Expenses</b>             |                     |                     |                     |
| DEPRECIATION AND AMORTISATION              | \$638.64            | \$1,000.00          | \$888.00            |
| EMPLOYEE BENEFITS                          | \$79,220.16         | \$69,000.00         | \$82,161.00         |
| MATERIALS AND SERVICES                     | \$34,011.04         | \$30,000.00         | \$36,951.00         |
| PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE | \$22.50             | \$0.00              | \$0.00              |
| <b>Total Operating Expenses</b>            | <b>\$113,892.34</b> | <b>\$100,000.00</b> | <b>\$120,000.00</b> |
| <b>Operating Profit</b>                    | <b>-\$13,892.34</b> | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** General Manager

## Inclusions and Exclusions

- Salaries are attributed to the Safety and Risk Officer.
- Materials and services contains an expense for a resource shared contract Safety Manager.
- Personal protective equipment is supplied for outdoor workers as per our requirement to do so under the Municipal Employees Award. Ancillary personal protective equipment is supplied as required.
- Training for the internal Safety & Risk Committee representatives, and for staff in necessary training attributed to their positions such as confined spaces training, chainsaw operations, first aid, medium rigid vehicle etc.

## Community Development

The Community Development department provides community support and wellbeing opportunities to the residents of our area that fosters and develops a caring community.

It is responsible for a range of services and activities that increase the wellbeing and quality of life of our citizens. This department is instrumental in supporting community organisations and identifying opportunities for them to prosper both socially and financially as well as facilitating collaborative practices with external partners to provide opportunities for special projects and activities in our community.

This department is staffed by the Manager Community Development and part-time Administrative Assistant.

The department comprises the following areas:

- Community Development
- Events and Activities
- Youth
- Community Safety
- Education
- Health Promotion
- Social, Recreation and Sporting
- Some Volunteers
- Communications
- Aged and Community Care

### Objectives

- Deliver a range of quality community services that develop and foster a caring and cohesive community.
- Enhance the opportunities for the community to participate in social and cultural events and activities.
- Promote awareness of Council services to encourage participation in community affairs, activities and events.
- Support the provision of emergency services with particular emphasis on community recovery.
- Work co-operatively with young people, the community and governments to plan and manage appropriate responses to the needs of young people.
- Support programmes and activities promoting the health and wellbeing of the community.
- Provide appropriate and up to date service information to the community.
- Continue to support Aged and Community Care organisations in their planning and development of health, residential and community care services.
- Support and encourage community volunteers by recognising and acknowledging their contributions to our area.
- Administering of Council's Community Small Grants Programme.
- Support the relevant organisations in attracting volunteers.

| Programs and Projects for 2017-2018   | Community Strategic Plan Linkage |
|---|----------------------------------|
| Manage the Elderly Persons Units in Triabunna.  | 2.1                              |
| Continue to provide programs for the aged as appropriate.   | 2.3                              |
| Co-ordinate and support events for our area such as Australia Day, Youth Week, Carols at the Marina, Seniors' Week, Tidy Towns. | 5.5                              |
| Assist with co-ordination of other major Council events such as Festival of Voices.   | 5.5                              |
| Help to facilitate events that promote East Coast wine, food and produce.   | 3.2                              |
| Co-ordinate annual photography competition  | 3.2                              |
| Production and distribution of the 2018 calendar.   | 3.2                              |
| Co-ordinate Council community newsletter.   | 6.4                              |
| Work with health professionals to increase opportunities for older people to enhance their physical wellbeing.                  | 2.2                              |
| Co-ordinate Glamorgan Spring Bay Art Prize  |                                  |
| Ongoing support of the Glamorgan Spring Bay Youth Council.  | 6.4                              |
| Manage the Community Small Grants Program.  | 6.2                              |
| Support activities that build the capacity of communities to self-manage.   | 6.4                              |
| Support initiatives that encourage co-operation between townships.  | 6.5                              |

### Performance Measures

- Events are well structured, broadly communicated and well attended by the community.
- Occupancy of aged care accommodation owned by Council.
- Successful development and sales of the 2018 calendar.
- Timely publication of the community newsletter.
- Community grants.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                     |                     |                     |
|---|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>     |                     |                     |                     |
| <b>Community Development</b>            |                     |                     |                     |
|   | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                           |                     |                     |                     |
| GRANTS                                  | \$0.00              | \$3,500.00          |                     |
| NET GAIN/(LOSS) ON ASSETS               | -\$895.50           | \$0.00              |                     |
| OTHER INCOME                            | \$5,137.27          | \$15,000.00         | \$5,600.00          |
| SHARE OF GENERAL RATE                   | \$264,500.00        | \$264,500.00        | \$270,000.00        |
| <b>Total Income</b>                     | <b>\$268,741.77</b> | <b>\$283,000.00</b> | <b>\$275,600.00</b> |
| <b>Gross Profit</b>                     | <b>\$268,741.77</b> | <b>\$283,000.00</b> | <b>\$275,600.00</b> |
| <b>Less Operating Expenses</b>          |                     |                     |                     |
| DEPRECIATION AND AMORTISATION           | \$30,711.69         | \$21,000.00         | \$30,000.00         |
| EMPLOYEE BENEFITS                       | \$125,343.51        | \$160,000.00        | \$126,401.00        |
| MATERIALS AND SERVICES                  | \$106,738.20        | \$102,000.00        | \$119,199.00        |
| NET GAIN/(LOSS) ON ASSETS               | -\$895.50           | \$0.00              |                     |
| <b>Total Operating Expenses</b>         | <b>\$261,897.90</b> | <b>\$283,000.00</b> | <b>\$275,600.00</b> |
| <b>Net Profit</b>                       | <b>\$6,843.87</b>   | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Community Development & Administration

## Inclusions and Exclusions

- Salaries are attributed to the Manager Community Development in a full time capacity, part time commitments from the Administrative Officer and General Manager.
- Advertising costs are related to community events and marketing.
- There is provision for some catering for various community organisation or association meetings conducted by Council.
- The Community Small Grants Programme funding is provided to individual community groups at the discretion of Council.
- Casual Hirers' Insurance is taken on behalf of our community to avoid the need for small groups to facilitate their own public liability insurance, where applicable. It is offset in part by these community groups paying a contribution to Council towards this insurance.
- Costs associated with the production and distribution of the 2017 calendar is offset by revenue received for the product.
- Rural Alive and Well (RAW) contributions have been included as well as other minor expenses.

## Tourism

Continue to facilitate, promote and market local and municipal businesses through our commitment to part fund the East Coast Regional Tourism Organisation (ECRTO).

Council will support ECRTO financially and with in kind support where appropriate.

### Objectives

- To continue to support the operation of ECRTO in conjunction with the Break O Day Council to facilitate and advocate for tourism development on the East Coast.

### Annual Aims for 2017-2018

- Support the ECRTO in conjunction with the Break O'Day Council in the development of tourism products, infrastructure and building the East Coast destination brand.

| Programs and Projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Continued support of and representation on the East Coast Regional Tourism Organisation Board. | 5                                |

### Performance Measures

- Increase visitor numbers to the East Coast and industry/community acceptance of the Board.



## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                    |                    |                     |
|---|--------------------|--------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>     |                    |                    |                     |
| <b>Tourism</b>                          |                    |                    |                     |
|   | <b>YTD JUNE 17</b> | <b>YTD BUDGET</b>  | <b>BUDGET 17/18</b> |
| <b>Income</b>                           |                    |                    |                     |
| OTHER INCOME                            | \$0.00             | \$3,000.00         | 0                   |
| SHARE OF GENERAL RATE                   | \$60,000.00        | \$60,000.00        | \$65,000.00         |
| <b>Total Income</b>                     | <b>\$60,000.00</b> | <b>\$63,000.00</b> | <b>\$65,000.00</b>  |
| <b>Gross Profit</b>                     | <b>\$60,000.00</b> | <b>\$63,000.00</b> | <b>\$65,000.00</b>  |
| <b>Less Operating Expenses</b>          |                    |                    |                     |
| MATERIALS AND SERVICES                  | \$63,148.90        | \$63,000.00        | \$65,000.00         |
| <b>Total Operating Expenses</b>         | <b>\$63,148.90</b> | <b>\$63,000.00</b> | <b>\$65,000.00</b>  |
| <b>Net Profit</b>                       | <b>-\$3,148.90</b> | <b>\$0.00</b>      | <b>\$0.00</b>       |

**Responsible Officer:** General Manager

## Inclusions and Exclusions

Nil

## Visitor Centre Network

Council has three Visitor Centres at Triabunna, Bicheno, and Swansea. Their focus is to ensure that Council has an effective visitor information network throughout the municipal area with all “Yellow I” centres. It is hoped that over time these centres will obtain a break-even financial status although this is becoming increasingly difficult with the new electronic age taking over many of the core services that these centres provide.

They aim to provide quality advice and information to tourists and visitors to our area. Each Centre reports to a team leader.

Volunteers form an integral part of our centres.

The department comprises the following areas:

- Visitor Information Services
- Advertising of local businesses
- Product and event sales

### Objectives

- To maximise the economic benefits of tourism to Glamorgan Spring Bay municipal area.
- To establish fully operational and in the future self funded Visitor Centres in Swansea, Triabunna and Bicheno.
- To deliver to the community and visitors alike, a welcoming and informative experience to our Visitor Information Centres.
- To acknowledge and encourage participation from our trained volunteers.
- To utilise the Visitor Information Centres in Swansea and Bicheno as Council service centres for residents and ratepayers.

### Annual Aims for 2017-2018

- To encourage visitors to stay longer within the Glamorgan Spring Bay area.
- Identification of funding opportunities to enhance our Centres.
- To deliver high quality support services to our community and our customers.
- Ensure effective communication with the East Coast Tourism Organisation (ECTO) as the entity that undertakes marketing and promotional activities of our area.
- To maintain ‘Yellow I’ status for the network if required
- To have the Swansea and Bicheno centres established as Council service centres, in addition to the visitor information role.

| Programs and Projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Maintain sales at all Visitor Centres.   | 5.3                              |
| Undertake a volunteer drive.   | 5.3                              |
| Undertake a quality training and development program of our staff and volunteers engaged at the Centres.   | 5.3                              |
| Implement procedures and practices that will streamline operations and create efficiencies at the Centres including a revision of the existing Staff Induction and Procedures Manual.  | 5.3                              |
| Implement a visitor survey which will gauge satisfaction of our services and provide the ability for suggestions to be made regarding the improvement of our Centres.  | 5.3                              |
| Implement Council's policy aimed at recognising the contribution made by volunteers by making a donation to them to offset costs incurred in order to assist at the Centres.   | 5.3                              |
| Make substantial progress towards the Centres being self sustainable.  | 5.3                              |
| Promote community and tourism business awareness of the Centres and what their main purpose is.  | 5.3                              |
| The Centres in conjunction with the Tasmanian Visitor Information Network has implemented an application for iPhone and iPads called "Appngo" which will show the nearest visitor centre whilst they are travelling ensuring a great marketing tool for our centres. | 5.3                              |
| Undertake specific skills training with staff encompassing Certificate III in Tourism.   | 5.3                              |
| Maintain involvement in the Regional Tourism Awards and also look to submitting an application for the TICT Tasmanian Tourism Awards.  | 5.3                              |

#### Performance Measures

- Success in our grant submissions.
- Progress towards break-even status.
- Results of the visitor surveys.
- Volunteer numbers increased and skills enhanced.
- Increased numbers utilising the 'Book Easy' functionality.
- Increased revenue from retail sales.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                     |                     |                     |
|---|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>     |                     |                     |                     |
| <b>Visitor Centres</b>                  |                     |                     |                     |
|   | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                           |                     |                     |                     |
| OTHER INCOME                            | \$11,000.00         | \$9,500.00          | \$11,000.00         |
| SHARE OF GENERAL RATE                   | \$147,500.00        | \$147,500.00        | \$220,000.00        |
| USER FEES                               | \$590,777.90        | \$640,000.00        | \$590,778.00        |
| <b>Total Income</b>                     | <b>\$749,277.90</b> | <b>\$797,000.00</b> | <b>\$821,778.00</b> |
| <b>Gross Profit</b>                     | <b>\$749,277.90</b> | <b>\$797,000.00</b> | <b>\$821,778.00</b> |
| <b>Less Operating Expenses</b>          |                     |                     |                     |
| DEPRECIATION AND AMORTISATION           | \$4,398.40          | \$12,000.00         | \$3,600.00          |
| EMPLOYEE BENEFITS                       | \$335,293.17        | \$295,000.00        | \$320,048.00        |
| MATERIALS AND SERVICES                  | \$502,050.19        | \$490,000.00        | \$498,130.00        |
| <b>Total Operating Expenses</b>         | <b>\$841,741.76</b> | <b>\$797,000.00</b> | <b>\$821,778.00</b> |
| <b>Operating Profit</b>                 | <b>-\$92,463.86</b> | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** General Manager

### Inclusions and Exclusions

- The salary provision takes into account part time co-ordinator positions at Swansea, Triabunna and Bicheno. The centres are continually staffed by volunteers from across our municipal area.
- The Bicheno centre is leased and subsequently a rental component is provided for.
- Volunteer reimbursements have been estimated based on the number of volunteers currently engaged at the centres combined.
- Payments are taken for accommodation, events and tours, a commission deducted and the balance forwarded to the service provider, thus there is a revenue and expenditure associated with this function.

## Economic Development

Continue to facilitate, promote and market local and municipal businesses and economic development ideas, innovations and opportunities.

The aim is to ensure that Council has up to date information in the economic development area, in order to ensure informed strategic decisions for our community and Council.

### Objectives

- To work in partnership with Government, local authorities and local operators.
- Identify funding opportunities to continue supporting this role.
- Look for economic development opportunities within the municipal area but with a particular focus on Triabunna.

### Annual Aims for 2017-2018

- To continue fostering a relationship with Government agencies in relation to economic development.
- Continue consultation with key stakeholders.
- Focus on key projects such as Solis, South Water, and the Swansea land and marina development.
- Continue to work with State Growth on these major projects.

| Programs and Projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Identify any funding opportunities for this area.  | 3.1<br>3.2                       |
| Investigate the possibility of new industry growth in the municipal area and in particular Triabunna.  | 3.1<br>4.2<br>4.3                |
| Implement strategies identified in the Triabunna and Bicheno Structure Plans and the Triabunna/Orford/Maria Island Plan (TOMI) and the Maria Island Ecotourism Development Feasibility Study e.g. Council's participation in the Maria Island Tourism Development Group (MITDG), Spring Bay Tourism Group (SBTG) and Freycinet National Park Steering Committee. | 4.3<br>4.5<br>5.4                |
| Investigate further the development of the proposed "Solis" project and South Water plus the development of a Swansea residential and marina project   | 3.1<br>4.2<br>4.3                |

### Performance Measures

- Additional funding opportunities sought to initiate key programs.
- Identify options for new industry growth in our municipal area.
- Significant progress with large projects.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b>      |                    |                    |                     |
|--|--------------------|--------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>          |                    |                    |                     |
| <b>Economic Development</b>                  |                    |                    |                     |
|  | <b>YTD JUNE 17</b> | <b>YTD BUDGET</b>  | <b>BUDGET 17/18</b> |
| <b>Income</b>                                |                    |                    |                     |
| Rates Charged - Share of General Rate        | \$60,000.00        | \$60,000.00        | \$60,000.00         |
| <b>Total Income</b>                          | <b>\$60,000.00</b> | <b>\$60,000.00</b> | <b>\$60,000.00</b>  |
| <b>Gross Profit</b>                          | <b>\$60,000.00</b> | <b>\$60,000.00</b> | <b>\$60,000.00</b>  |
| <b>Less Operating Expenses</b>               |                    |                    |                     |
| Materials and Services - Contractor Services | \$34,294.58        | \$60,000.00        | \$60,000.00         |
| <b>Total Operating Expenses</b>              | <b>\$34,294.58</b> | <b>\$60,000.00</b> | <b>\$60,000.00</b>  |
| <b>Net Profit</b>                            | <b>\$25,705.42</b> | <b>\$0.00</b>      | <b>\$0.00</b>       |

**Responsible Officer:** General Manager

## Inclusions and Exclusions

- Includes a general allocation for economic development.

## Medical Services

Continue to support all health practitioners within the municipal area.

The Glamorgan Spring Bay Council recognises that Health Services is a service provided by the Department of Health and Human Services under the State Government banner. However, it has become paramount that Council becomes more involved with this community service provision as a means of ensuring sustainability of medical services into the future.

Council's medical services comprise the following areas:

- Medical Centre Bicheno
- Support Medical Centre Swansea
- Medical Centre Triabunna

### Objectives

- To ensure the community has adequate access to medical services across our municipal area.
- To ensure the delivery of an appropriate emergency medical service.
- To work in collaboration with State Government and the community to ensure this vital service delivery is sustainable for our area into the future.

### Annual Aims for 2017-2018

- Regularly communicate progress and achievements to our community in this area.
- Work with Doctors to ensure the future sustainability of health services within the community of Glamorgan Spring Bay.

| Programs and Projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Develop and implement a Community Health Development Strategy for the whole municipal area, with the aim of ensuring there is an effective medical system available to Glamorgan Spring Bay residents including a 24 hour, 7 day a week medical service in emergency situations. | 2.2<br>6.2<br>6.7                |

## Performance Measures

- Works towards municipal wide health service.

## Proposed Budget

### BUDGET YEAR ENDED 30th JUNE 2018 Glamorgan Spring Bay Council MEDICAL CENTRES

|                                 | YTD JUNE 17           | YTD BUDGET            | BUDGET 17/18          |
|---------------------------------|-----------------------|-----------------------|-----------------------|
| <b>Income</b>                   |                       |                       |                       |
| GRANTS                          | \$239,473.67          | \$238,000.00          | \$10,000.00           |
| INTEREST                        | \$128.30              | \$400.00              | \$120.00              |
| OTHER INCOME                    | \$902,274.22          | \$925,000.00          | \$991,510.00          |
| RATES AND CHARGES               | \$298,843.48          | \$291,850.00          | \$304,485.00          |
| SHARE OF GENERAL RATE           | -\$17,100.00          | -\$17,100.00          | \$0.00                |
| USER FEES                       | \$6,000.00            | \$4,500.00            | \$0.00                |
| <b>Total Income</b>             | <b>\$1,429,619.67</b> | <b>\$1,442,650.00</b> | <b>\$1,306,115.00</b> |
| <b>Gross Profit</b>             | <b>\$1,429,619.67</b> | <b>\$1,442,650.00</b> | <b>\$1,306,115.00</b> |
| <b>Less Operating Expenses</b>  |                       |                       |                       |
| DEPRECIATION AND AMORTISATION   | \$88,668.06           | \$61,500.00           | \$76,732.00           |
| EMPLOYEE BENEFITS               | \$419,619.80          | \$392,150.00          | \$464,531.00          |
| IMPAIRMENT OF RECEIVABLES       | \$645.38              | \$0.00                | \$0.00                |
| MATERIALS AND SERVICES          | \$981,414.68          | \$989,000.00          | \$764,852.00          |
| <b>Total Operating Expenses</b> | <b>\$1,490,347.92</b> | <b>\$1,442,650.00</b> | <b>\$1,306,115.00</b> |
| <b>Net Profit</b>               | <b>-\$60,728.25</b>   | <b>\$0.00</b>         | <b>\$0.00</b>         |

**Responsible Officer:** General Manager

## Inclusions and Exclusions

- Wages are included for ancillary medical staff and a doctor in Bicheno.
- The funding obtained from the medical levy is provided as a cost recovery mechanism related to the provision of four doctors in Swansea/Bicheno and two in Triabunna. Council funds vehicles and associated costs, equipment, infrastructure and expenses for these doctors to ensure their services remain in our area.



## Emergency Management (SES)

Council supports the local State Emergency Service Units in the provision of adequate resources for the programs which it undertakes during the year.

Along with this, Council has a legislative requirement to ensure that emergency management practices are developed and implemented in terms of disaster or emergency within our municipal area, particularly in relation to community recovery.

Council has appointed appropriate officers who will carry out the important role of community and event management should a major incident occur in our area. These officers are currently:

- Tony Pollard - Council's Manager Works who undertakes the role of Municipal Co-ordinator;
- Ian Enniss - Council's Risk & Safety Officer who undertakes the role of Deputy Municipal Co-ordinator;
- Lona Turvey - Manager Community Development and Administration who also carries out the important Community Recovery Co-ordination role.

The department comprises the following areas:

- Emergency Management Policy Development
- Response Planning
- Community Recovery Planning
- Specific Area Planning

### Objectives

- To ensure our legislative obligations in relation to emergency management are fulfilled.
- Ensuring that our Council has a municipal wide emergency management planning system in place.
- To have an identified response plan in place that has been widely communicated to residents and visitors, particularly in high danger areas.
- To work with our community to continue to identify and remedy emergency management issues in our area.
- To work closely with other State Agencies in a collaborative approach to emergency management.

### Performance Measures

- An updated Municipal Emergency Management Plan.

| Programs and Projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Support the implementation of the emergency management plan and ensure it remains current.               | 6.7                              |
| Review existing emergency management practices.  | 6.7                              |
| Continue to provide targeted training to our Council appointed representatives for emergency management. | 6.7                              |
| Facilitate regular meetings of the Glamorgan Spring Bay Emergency Management Committee.                  | 6.7                              |
| Work with and seek input from our community on emergency management.                                     | 6.7                              |

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                     |                    |                     |
|---|---------------------|--------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>     |                     |                    |                     |
| <b>Emergency Services</b>               |                     |                    |                     |
|   | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>  | <b>BUDGET 17/18</b> |
| <b>Income</b>                           |                     |                    |                     |
| GRANTS                                  | \$20,000.00         | \$40,000.00        | \$47,000.00         |
| USER FEES                               | \$7,750.00          | \$5,000.00         | \$8,000.00          |
| <b>Total Income</b>                     | <b>\$27,750.00</b>  | <b>\$45,000.00</b> | <b>\$55,000.00</b>  |
| <b>Gross Profit</b>                     | <b>\$27,750.00</b>  | <b>\$45,000.00</b> | <b>\$55,000.00</b>  |
| <b>Less Operating Expenses</b>          |                     |                    |                     |
| DEPRECIATION AND AMORTISATION           | \$32,366.26         | \$25,000.00        | \$25,476.00         |
| MATERIALS AND SERVICES                  | \$27,992.69         | \$20,000.00        | \$29,524.00         |
| <b>Total Operating Expenses</b>         | <b>\$60,358.95</b>  | <b>\$45,000.00</b> | <b>\$55,000.00</b>  |
| <b>Net Profit</b>                       | <b>-\$32,608.95</b> | <b>\$0.00</b>      | <b>\$0.00</b>       |

**Responsible Officer:** General Manager

### Inclusions and Exclusions

- SES allowances are paid to Council for volunteer SES call outs for emergency accidents, typically related to vehicle accidents.
- The Council reimburses costs attributed to the running of the volunteer SES within our area.
- Depreciation and vehicle expenses relate to the Council owned vehicle supplied to the Volunteer SES.

## Engineering and Technical Services

The Engineering and Technical Services department has the responsibility of ensuring the technical needs of the community are met by the provision of quality engineering advice.

The department comprises the following areas:

- Technical input into development/subdivision applications.
- Caravan licensing
- Fire abatement
- By-law enforcement

### Objectives

- Provide accurate technical input into development/subdivision applications and other necessary applications made to Council.
- Assist with the design of some capital projects.
- Provide assistance ensuring designs include regard for the future demands.
- By-law enforcement.

| Programs and projects 2017-2018   | Community Strategic Plan Linkage |
|---|----------------------------------|
| Provide timely and accurate professional assistance to Council and the public.  | 1.0                              |
| Ensure that Council infrastructure assets associated with public and private development/subdivision complies with statutory requirements. Undertake project supervision as required. | 1.3                              |
| Ensure that the data capture related to development/subdivision infrastructure is accurate and populated to Councils asset register and GIS.  | 1.0                              |
| Carry out regular inspections of properties in relation to fire abatements and undertake enforcements where necessary.  | 6.7                              |

### Performance Measures

- Investigate requests promptly and take follow up action where necessary.
- Quality major program delivery, within required timeframes, on budget.
- Administer external contracts in relation to major projects.
- Increase in the number of caravan registrations.
- Less fire abatement complaints received.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                    |                    |                     |
|---|--------------------|--------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>     |                    |                    |                     |
| <b>Regulatory-Engineering Technical</b> |                    |                    |                     |
|   | <b>YTD JUNE 17</b> | <b>YTD BUDGET</b>  | <b>BUDGET 17/18</b> |
| <b>Income</b>                           |                    |                    |                     |
| RATES AND CHARGES                       | \$82,840.50        | \$83,640.00        | \$82,820.00         |
| SHARE OF GENERAL RATE                   | \$2,660.00         | -\$2,660.00        | -\$30,000.00        |
| STATUTORY FEES AND FINES                | \$4,314.00         | \$0.00             | \$4,800.00          |
| <b>Total Income</b>                     | <b>\$89,814.50</b> | <b>\$80,980.00</b> | <b>\$57,620.00</b>  |
| <b>Gross Profit</b>                     | <b>\$89,814.50</b> | <b>\$80,980.00</b> | <b>\$57,620.00</b>  |
| <b>Less Operating Expenses</b>          |                    |                    |                     |
| DEPRECIATION AND AMORTISATION           | \$113.26           | \$3,500.00         | 0                   |
| EMPLOYEE BENEFITS                       | \$7,305.32         | \$6,800.00         | \$4,704.00          |
| MATERIALS AND SERVICES                  | \$50,711.84        | \$76,000.00        | \$52,916.00         |
| <b>Total Operating Expenses</b>         | <b>\$58,130.42</b> | <b>\$86,300.00</b> | <b>\$57,620.00</b>  |
| <b>Net Profit</b>                       | <b>\$31,684.08</b> | <b>-\$5,320.00</b> | <b>\$0.00</b>       |

**Responsible Officer:** Manager Regulatory Services

## Inclusions and Exclusions

- Financial analysis for this department is difficult as part of its characteristics are dependent upon the number of subdivision applications approved and subsequently developed.
- This department includes an Engineering Consultant who works on a part time basis, which has been factored into the contractor services expense.
- Engineering support is engaged from Brighton Council generally on a weekly basis to undertake assessments and oversee engineering works on larger subdivision projects. This role is supported by the Regulatory Services Officer.
- A large portion of revenue is gained from Caravan Licences.

## Building

Ensure all growth or redevelopment of built environments is well managed, serviceable and sustainable and will provide communities with benefits which are environmentally, socially and economically balanced.

The role of this department is primarily a regulatory one, to ensure compliance with legislative requirements in relation to building applications and enforcement. The primary aim is to undertake this role in a cost effective manner, while ensuring the appropriate standards of service are maintained.

The department comprises the following areas:

- Permit Authority Function
- Plumbing Assessments
- Building Assessments (where applicable)
- Regulatory Compliance and Enforcement
- Information and Support Services to Developers

### Objectives

- To perform technical assessments of applications received in accordance with the requirements of the Building Act 2016, and the Local Government Act (Building and Miscellaneous Provisions) Act 1993.
- To ensure compliance with the National Construction Code and the Building Regulations 2016, an external building surveyor provides building control functions on behalf of Council for building permits issued prior to 2006.

| Programs and projects 2017-2018   | Community Strategic Plan Linkage |
|---|----------------------------------|
| Process building applications promptly within the time limits prescribed under the Building Regulations.                      | 3.5                              |
| Enforce the standard of building, plumbing and drainage regulated by the National Construction Code and associated standards. | 4.4                              |
| Promote the electronic lodgement of building applications.  | 3.5                              |

### Performance Measures

- Assist developers in submitting their applications both over the counter and electronically.
- Applications are processed promptly within the required timeframes.
- Efficiency of the administrative systems and department.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                     |                     |                     |
|---|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>     |                     |                     |                     |
| <b>Regulatory-Statutory Building</b>    |                     |                     |                     |
|   | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                           |                     |                     |                     |
| OTHER INCOME                            | \$9,472.40          | \$0.00              | \$600.00            |
| SHARE OF GENERAL RATE                   | \$20,000.00         | \$20,000.00         | \$43,000.00         |
| STATUTORY FEES AND FINES                | \$150,739.46        | \$175,000.00        | \$158,400.00        |
| <b>Total Income</b>                     | <b>\$180,211.86</b> | <b>\$195,000.00</b> | <b>\$202,000.00</b> |
| <b>Gross Profit</b>                     | <b>\$180,211.86</b> | <b>\$195,000.00</b> | <b>\$202,000.00</b> |
| <b>Less Operating Expenses</b>          |                     |                     |                     |
| EMPLOYEE BENEFITS                       | \$70,614.18         | \$70,000.00         | \$71,250.00         |
| MATERIALS AND SERVICES                  | \$127,179.76        | \$125,000.00        | \$130,750.00        |
| <b>Total Operating Expenses</b>         | <b>\$197,793.94</b> | <b>\$195,000.00</b> | <b>\$202,000.00</b> |
| <b>Net Profit</b>                       | <b>-\$17,582.08</b> | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Regulatory Services

### Inclusions and Exclusions

- Financial analysis for this department is difficult as many of its attributes are dependent upon the number of building applications received during the financial year, which can vary significantly from year to year.
- This department includes the Building Administration Officer.
- Council engages a contract Plumbing Inspector on a weekly basis and the contract Building Surveyor when required, which is reflected under contractor services.
- The building permit levy and building and construction levy are imposed upon development by the State Government. Council collects these on their behalf and remits to the State on a monthly basis. Revenue collected from development fees is offset by the expense, minus the commission Council is paid to facilitate these levies.

## Planning

All individuals, communities and developers who undertake a development or project within the Glamorgan Spring Bay municipal area will meet or exceed the requirements of the Town Planning Scheme and associated policies and procedures.

The Planning department is staffed by a part time Administration Officer, Manager Planning & Special Project, Trainee and Regulatory Services Manager. The role of the department is to manage the assessment process for Planning Applications across the municipal area in line with Council's Planning Scheme. This department has an extensive interface with the community in order to provide information, and where possible guidance to potential developers within our area.

The department comprises the following areas:

- Planning Assessment
- Issuing of Planning Permits
- Development Compliance
- Information and Support Services to Developers

### Objectives

- To provide a framework to encourage development within our area that meets the needs of the community and encourages the sustainable use of the area's resources in accordance with the provisions of the Land Use Planning and Approvals Act 1993.
- Ensure that all developments and the land and building environments meet all statutory requirements, are complementary to the natural heritage and meet community expectations.
- To administer the Glamorgan Spring Bay Interim Planning Scheme 2015 up until the implementation of the proposed new state wide planning scheme.

| Programs and projects 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Assess development applications against the requirements of the Glamorgan Spring Bay Interim Planning Scheme 2015. | 4.2                              |
| Ensure compliance with Councils planning scheme and government legislation   | 4.3                              |
| Facilitate economic development through streamlining pre development process                                       | 3.1                              |
| Utilise technology to streamline the lodgement process for development and building approvals                      | 3.5                              |
| Promote the electronic lodgement of development applications.  | 3.5                              |

### Performance Measures

- Processing of development applications within the required legislative timeframes.
- Assist developers in submitting their applications both over the counter and electronically.
- Technical data is captured in the GIS system.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                     |                     |                     |
|---|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>     |                     |                     |                     |
| <b>Regulatory-Statutory Planning</b>    |                     |                     |                     |
|   | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                           |                     |                     |                     |
| CONTRIBUTIONS                           | \$51,813.00         | \$30,000.00         | \$55,000.00         |
| OTHER INCOME                            | \$41,313.94         | \$500.00            | \$24,000.00         |
| SHARE OF GENERAL RATE                   | \$192,500.00        | \$192,500.00        | \$142,000.00        |
| STATUTORY FEES AND FINES                | \$149,574.87        | \$140,000.00        | \$152,001.00        |
| USER FEES                               | \$90.90             | \$500.00            | \$100.00            |
| <b>Total Income</b>                     | <b>\$435,292.71</b> | <b>\$363,500.00</b> | <b>\$373,101.00</b> |
| <b>Gross Profit</b>                     | <b>\$435,292.71</b> | <b>\$363,500.00</b> | <b>\$373,101.00</b> |
| <b>Less Operating Expenses</b>          |                     |                     |                     |
| DEPRECIATION AND AMORTISATION           | \$12,466.41         | \$7,500.00          | \$15,240.00         |
| EMPLOYEE BENEFITS                       | \$228,796.37        | \$246,000.00        | \$228,153.00        |
| FINANCE COSTS                           | \$0.00              | \$0.00              | \$2,000.00          |
| MATERIALS AND SERVICES                  | \$195,560.57        | \$110,000.00        | \$127,708.00        |
| <b>Total Operating Expenses</b>         | <b>\$436,823.35</b> | <b>\$363,500.00</b> | <b>\$373,101.00</b> |
| <b>Net Profit</b>                       | <b>-\$1,530.64</b>  | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Regulatory Services

### Inclusions and Exclusions

- Financial analysis for this department is difficult as many of its outcomes are dependent upon the number of development applications received during the financial year, which can vary significantly from year to year. It is affected by the number of legal challenges to Council's decisions.
- This department includes the Planning Administration Officer and a fulltime Senior Planner supported by the Regulatory Services Officer, Contract Planner and Contract Engineer.
- Whilst legal costs have been estimated based on previous years this cost is fundamentally associated with the number of decisions that Council make that may be challenged either legally or in the Resource Management Planning Appeals Tribunal (RMPAT).
- Whilst advertising costs are shown under expenditure, it should also be noted that a large proportion of this is collected from developers.



## Animal/Parking Control

The animal/parking control program undertakes a regulatory role in relation to the control of dogs and other livestock within the District and parking within the town streets. Council's Municipal Inspector carries out all animal control functions in accordance with the *Dog Control Act 2000* as well as the parking control program which undertakes to enforce and monitor parking functions within municipal streets for Council in accordance with the *Traffic Act 1925*.

Successful control of dogs and other animals relies upon education and promotion of responsible ownership. This department has overall responsibility for the collection and impounding of stray animals and administering the registration of dogs within the municipal area.

The department comprises the following areas:

- Dog Control
- Other Animal Control
- Education of Owners
- Annual Dog Registrations
- Parking Control

### Objectives

- To provide effective control of dogs and other animals within the municipal area in accordance with the requirements of the *Dog Control Act 2000*, including educating our residents in relation to their responsibilities as dog owners under the *Dog Control Act 2000*.
- To provide effective dog control measures to ensure a safe environment.
- To minimise the amount of stray dogs within our area.
- To educate our residents in relation to Council's parking regulatory obligations in accordance with Section 9(3) of the *Traffic Act 1925*.
- To proactively follow up on any issues or concerns raised in relation to traffic/parking issues and take appropriate action where necessary.

### Performance Measures

- Increase in the number of dog registrations.
- Less dog complaints received.
- Complaints and enforcements acted upon in an efficient and effective manner.

| Programs and projects 2017-2018   | Community Strategic Plan Linkage |
|---|----------------------------------|
| Manage regulatory compliance in animal control  | 4.1                              |
| Ensure all infringements issued are in line with Council's obligations under the <i>Dog Control Act 2000</i> , <i>Traffic Act 1925</i> and <i>Monetary Penalties Act 2008</i> . | 4.1                              |
| Enforce Council's Environmental Health By-Law which outlines Council's regulatory position on environmental and animal control issues.  | 6.3                              |
| Implement Parking Control   | 1.0                              |

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                    |                    |                     |
|---|--------------------|--------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>     |                    |                    |                     |
| <b>Regulatory-Animal Control</b>        |                    |                    |                     |
|   | <b>YTD JUNE 17</b> | <b>YTD BUDGET</b>  | <b>BUDGET 17/18</b> |
| <b>Income</b>                           |                    |                    |                     |
| OTHER INCOME                            | \$580.00           | \$0.00             | \$0.00              |
| SHARE OF GENERAL RATE                   | \$37,100.00        | \$37,100.00        | \$37,000.00         |
| STATUTORY FEES AND FINES                | \$7,060.40         | \$500.00           | \$2,400.00          |
| USER FEES                               | \$16,503.50        | \$13,000.00        | \$14,000.00         |
| <b>Total Income</b>                     | <b>\$61,243.90</b> | <b>\$50,600.00</b> | <b>\$53,400.00</b>  |
| <b>Gross Profit</b>                     | <b>\$61,243.90</b> | <b>\$50,600.00</b> | <b>\$53,400.00</b>  |
| <b>Less Operating Expenses</b>          |                    |                    |                     |
| DEPRECIATION AND AMORTISATION           | \$7,920.48         | \$12,600.00        | \$7,680.00          |
| EMPLOYEE BENEFITS                       | \$27,170.01        | \$25,000.00        | \$32,140.00         |
| FINANCE COSTS                           | \$0.00             | \$0.00             | \$2,000.00          |
| MATERIALS AND SERVICES                  | \$18,705.59        | \$13,000.00        | \$11,580.00         |
| <b>Total Operating Expenses</b>         | <b>\$53,796.08</b> | <b>\$50,600.00</b> | <b>\$53,400.00</b>  |
| <b>Net Profit</b>                       | <b>\$7,447.82</b>  | <b>\$0.00</b>      | <b>\$0.00</b>       |

**Responsible Officer:** Manager Regulatory Services

### Inclusions and Exclusions

- This department includes one Regulatory Services Officer.
- Revenue is attributed to annual dog registration fees and some minor infringements.

## Environmental Health

The Environmental Health Program plays a key role in the provision of a range of public and environmental health services to the community, ranging from environmental management issues from pollution to development proposals. This department has a legislative requirement to operate taking into account Council's Bylaw, the *Environmental Management and Pollution Control Act 1994*, *Public Health Act 1997* and the *Food Act 2003*.

The program regulates food business registration under the *Food Act 2003*. As part of food business regulation, the Council proactively checks food businesses throughout our area in order to protect public health.

The department comprises the following areas:

- Place of Assembly Licences
- Food business registrations and renewals
- Private water and water cartage registrations and renewals
- School immunisation
- Assessment of development and various applications
- Compliance and enforcement of environmental guidelines
- By-Law enforcement

### Objectives

- To protect and enhance the public health and safety of the community by means of environmental monitoring and regulation.
- To enforce the requirements of the *Environmental Management and Pollution Control Act 1994*.
- Increase public awareness and participation into public health initiatives and programs.
- Implement requirements of the *Public Health Act 1997*.
- To proactively follow up on any issues or concerns raised in relation to Council By-Laws and take appropriate action where necessary.

| Programs and projects 2017-2018   | Community Strategic Plan Linkage |
|---|----------------------------------|
| Assist the Emergency Management Committee in their efforts to develop Community Recovery and Pandemic Preparedness strategies.  | 6.7                              |
| Conduct a Food Safety program aimed at education of food handlers in the municipal area.  | 4.1                              |
| Inspection of food premises in accordance with the requirements of the Food Act 2003 and take action where necessary. This includes annual registration and licensing of premises and food businesses in accordance with <i>Food Act 2003</i> . | 4.1                              |
| Enforce Council's Environmental Health By-Law which outlines Council's regulatory position on Environmental Health issues.  | 6.3                              |

## Performance Measures

- Well documented food safety audits of food businesses conducted annually.
- Number of operators participating in food safety education campaigns.
- School immunisation program carried out as required under the Public Health Act
- Complaints and enforcements acted upon in an efficient and effective manner.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                     |                     |                     |
|---|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>     |                     |                     |                     |
| <b>Regulatory-Environmental Health</b>  |                     |                     |                     |
|   | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                           |                     |                     |                     |
| OTHER INCOME                            | \$663.00            | \$600.00            | \$700.00            |
| SHARE OF GENERAL RATE                   | \$110,800.00        | \$110,800.00        | \$130,000.00        |
| STATUTORY FEES AND FINES                | \$18,608.46         | \$22,000.00         | \$19,200.00         |
| USER FEES                               | \$138.18            | \$0.00              | \$240.00            |
| <b>Total Income</b>                     | <b>\$130,209.64</b> | <b>\$133,400.00</b> | <b>\$150,140.00</b> |
| <b>Gross Profit</b>                     | <b>\$130,209.64</b> | <b>\$133,400.00</b> | <b>\$150,140.00</b> |
| <b>Less Operating Expenses</b>          |                     |                     |                     |
| DEPRECIATION AND AMORTISATION           | \$59.20             | \$400.00            | \$60.00             |
| EMPLOYEE BENEFITS                       | \$160,893.01        | \$127,000.00        | \$145,460.00        |
| MATERIALS AND SERVICES                  | \$7,699.94          | \$6,000.00          | \$4,620.00          |
| <b>Total Operating Expenses</b>         | <b>\$168,652.15</b> | <b>\$133,400.00</b> | <b>\$150,140.00</b> |
| <b>Net Profit</b>                       | <b>-\$38,442.51</b> | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Regulatory Services

## Inclusions and Exclusions

- The salaries attributed to this department are for the part time Environmental Health Officer, a portion of the Administrative Assistant, Trainee and the Regulatory Services Officer.
- There is a provision for Environmental Health infringements to be referred for collection to the Monetary Enforcement Agency, where necessary.
- Revenue is attributed to annual licences required under the *Food Act 2003* and *Public Health Act 1997*.

## Council Buildings

Glamorgan Spring Bay Council strives to deliver to its residents and visitors access to and use of quality infrastructure services.

Council manage and operate many buildings across the municipal area as detailed in Council's Asset Management Plan for Buildings (Part C).

| Category                      | No.       | Sub-Category                      | No.       |
|-------------------------------|-----------|-----------------------------------|-----------|
| Community Facilities          | 27        | Halls                             | 9         |
|                               |           | Community Services                | 18        |
| Municipal Facilities          | 16        | Council Depot structures          | 13        |
|                               |           | Administrative Office structures  | 3         |
| Recreation Facilities         | 12        | Change Rooms                      | 2         |
|                               |           | Club Rooms                        | 4         |
|                               |           | Pavilions                         | 1         |
|                               |           | Playing Surfaces (Tennis)         | 1         |
|                               |           | Structures                        | 4         |
| Public Toilets                | 18        | Toilets (Now in town maintenance) | 18        |
| Monuments & Shelters          | 14        | Monuments                         | 1         |
|                               |           | Public Shelters                   | 13        |
| Waste Management Facilities   | 4         | Buildings & Sheds                 | 4         |
| <b>Total Buildings Listed</b> | <b>91</b> |                                   | <b>91</b> |

The role of this department is to provide a maintenance framework that ensures all buildings are being provided with adequate maintenance so that buildings remain maintained at an appropriate standard.

The department comprises the following areas:

- Maintenance Schedules
- Provision of maintenance based on asset management principles
- Condition assessments
- New buildings constructed as required
- Buildings renovated or upgraded when required

### Objectives

- To ensure that Council's assets are well maintained and cleaned regularly.
- To provide a framework for maintenance activities to ensure funding is being attributed to the assets in most need.
- To continually inspect these assets to ensure our legislative obligations are met and that condition assessments are updated.

| Programs and projects for 2017-2018   | Community Strategic Plan Linkage |
|---|----------------------------------|
| Maintain a maintenance schedule for all buildings                                       | 1.3                              |
| Maintain Council owned recreational facilities & buildings                              | 6.3                              |
| Regular inspections and documenting undertaken  | 1.3                              |
| Update condition assessments for asset management principles                            |                                  |
| Undertake inspections for all buildings to ensure Council meets legislative obligations | 1.3                              |
| Completion of maintenance works within budget constraints                               | 1.3                              |
| Maintain community halls in conjunction with committees                                 | 1.3                              |
| Continue to provide disabled access to all Council buildings                            | 1.3                              |
| Provide well maintained Elder Care Unit facilities                                      | 2.1                              |
| Construct a new disabled accessible toilet facility at Jubilee Beach Swansea            | 1.3                              |
| Construct a new Toilet Block at the Triabunna Wharf                                     | 1.3                              |

### Performance Measures

- Community feedback is satisfactory in relation to Council buildings.
- Maintenance objectives undertaken in line with asset management principles.
- Condition assessments updated.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b>    |                     |                     |                     |
|--|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>        |                     |                     |                     |
| <b>Build-Council Buildings</b>             |                     |                     |                     |
|  | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                              |                     |                     |                     |
| GRANTS                                     | \$0.00              | \$80,000.00         | \$292,125.00        |
| NET GAIN/(LOSS) ON ASSETS                  | -\$940.28           | \$0.00              | 0                   |
| OTHER INCOME                               | \$1,580.89          | \$3,000.00          | \$800.00            |
| SHARE OF GENERAL RATE                      | \$336,000.00        | \$336,000.00        | \$144,875.00        |
| <b>Total Income</b>                        | <b>\$336,640.61</b> | <b>\$419,000.00</b> | <b>\$437,800.00</b> |
| <b>Gross Profit</b>                        | <b>\$336,640.61</b> | <b>\$419,000.00</b> | <b>\$437,800.00</b> |
| <b>Less Operating Expenses</b>             |                     |                     |                     |
| DEPRECIATION AND AMORTISATION              | \$172,430.77        | \$160,000.00        | \$186,000.00        |
| EMPLOYEE BENEFITS                          | \$90,633.82         | \$94,000.00         | \$84,046.00         |
| FINANCE COSTS                              | \$1,625.85          | \$0.00              | 0                   |
| MATERIALS AND SERVICES                     | \$169,689.03        | \$165,000.00        | \$166,554.00        |
| NET GAIN/(LOSS) ON ASSETS                  | -\$463.23           | \$0.00              | \$0.00              |
| PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE | \$1,372.50          | \$0.00              | \$1,200.00          |
| <b>Total Operating Expenses</b>            | <b>\$435,288.74</b> | <b>\$419,000.00</b> | <b>\$437,800.00</b> |
| <b>Operating Profit</b>                    | <b>-\$98,648.13</b> | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Buildings and Marine Infrastructure

## Inclusions and Exclusions

- Wages are attributed to commitments from the Manager Buildings and Marine Infrastructure and full time carpenter and other resources as required.
- Depreciation is for all buildings owned by Council.
- Insurance is provided for building and contents.
- Some buildings have phone lines or internet connected to satisfy Council's emergency management response criteria.
- Some buildings have security monitoring.
- Most buildings have electricity connection.
- Most buildings have water and sewerage connection.

## Triabunna Marina

Glamorgan Spring Bay Council strives to deliver to its businesses, residents and visitors access to and use of quality marine infrastructure services.

The Marine Infrastructure Committee makes recommendations to Council on behalf of the community with regards to new or existing infrastructure relating to the Triabunna Marina and Wharf.

The department comprises the following areas:

- Operations and maintenance of the marina precinct at Triabunna
- Operations and maintenance of the Triabunna Wharf

### Objectives

- To ensure that the management and operation of the Triabunna Marina is sufficient to enable a proper operating port to be available for the commercial and recreational boating public.

| Programs and projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Ensure the marina and wharf is inspected by qualified professionals as to its suitability and purpose  | 1.3                              |
| Ensure that annual maintenance to the marina and wharf is carried out by suitably qualified contractors  | 1.3                              |
| Seek to obtain grant funding to assist in the redevelopment of the Triabunna wharf and marina  | 1.4                              |
| Continue to provide further berthing facilities for commercial and recreational users as required  | 5.3                              |
| Provide berthing facilities in Triabunna for the Maria Island ferry service and other tourism operators  | 5.4                              |
| Ensure the management and operation of the Triabunna Marina and wharf is sufficient to enable a proper operating port to be available for the commercial and recreational boating public | 3.1                              |
| Provide efficient wharf facilities for local and external commercial fishing boats and visiting tourist yachts   | 3.1                              |
| Complete stages 3 & 4 of the Triabunna marina expansion  | 1.4                              |
| Develop a Triabunna Wharf and Marina parking plan  | 1.4                              |

### Performance Measures

- Measure of satisfaction from commercial, tourism and recreational boat owners and operators.
- The expansion of the facilities.
- Efficient financial reporting.



## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                     |                     |                     |
|---|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>     |                     |                     |                     |
| <b>Triabunna Marina and Wharf</b>       |                     |                     |                     |
|   | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                           |                     |                     |                     |
| GRANTS                                  | \$255,000.00        | \$0.00              | \$0.00              |
| OTHER INCOME                            | \$7,418.18          | \$0.00              | \$0.00              |
| SHARE OF GENERAL RATE                   | \$55,000.00         | \$55,000.00         | -\$34,000.00        |
| USER FEES                               | \$216,470.52        | \$220,021.00        | \$322,999.00        |
| <b>Total Income</b>                     | <b>\$533,888.70</b> | <b>\$275,021.00</b> | <b>\$288,999.00</b> |
| <b>Gross Profit</b>                     | <b>\$533,888.70</b> | <b>\$275,021.00</b> | <b>\$288,999.00</b> |
| <b>Less Operating Expenses</b>          |                     |                     |                     |
| DEPRECIATION AND AMORTISATION           | \$52,673.64         | \$75,000.00         | \$86,000.00         |
| EMPLOYEE BENEFITS                       | \$37,984.99         | \$38,000.00         | \$41,524.00         |
| FINANCE COSTS                           | \$121,829.21        | \$133,021.00        | \$127,001.00        |
| MATERIALS AND SERVICES                  | \$35,551.73         | \$29,000.00         | \$34,474.00         |
| <b>Total Operating Expenses</b>         | <b>\$248,039.57</b> | <b>\$275,021.00</b> | <b>\$288,999.00</b> |
| <b>Net Profit</b>                       | <b>\$285,849.13</b> | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Buildings and Marine Infrastructure

## Inclusions and Exclusions

- Salaries and wages are attributed in a part time capacity to the Manager.
- Contractor services funding is for the provision of suitably qualified inspectors to assess Council's assets on a regular basis.
- Contract Port Control Officer.

## Boat Ramps and Jetties

Glamorgan Spring Bay Council strives to deliver to its residents and visitors access to and use of quality infrastructure services which includes boat ramps and jetties for recreational use.

This department is fundamentally associated with the delivery of maintenance services in order to preserve the life of Council's existing assets.

There are 12 boat ramps across our municipal area and the majority of these have jetties. Council has the responsibility of maintaining these boat ramps, launching ramps and jetties, which although owned by the Crown, are required to be maintained under Council's lease arrangements.

The Marine Infrastructure Committee makes recommendations to Council on behalf of the community with regards to new or existing infrastructure relating to boat ramps and jetties.

The department comprises the following areas:

- Maintenance of boat ramps, launching ramps and jetties under Council control.
- In conjunction with Marine and Safety Tasmania develop new boatramps where required.
- Upgrade existing boatramps and jetties when required.

### Objectives

- To ensure that existing infrastructure is maintained to a satisfactory level.
- That these facilities continue to be available to the general public.
- Facilitation of the use of these assets to our community and customers.

| Programs and projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Maintain Council owned boat ramps & infrastructure to a satisfactory level   | 1.4                              |
| Continue to facilitate this type of infrastructure across the municipal area and make available to the general public. | 1.4                              |
| Undertake regular inspections by qualified people to ensure optimum safety standards.                                  | 1.3                              |
| Work in partnership with Marine and Safety Tasmania to collectively address maintenance and upgrade issues.            | 1.3                              |
| In conjunction with MAST dredge and straighten the Triabunna port entrance channel.                                    | 1.4                              |
| In conjunction with MAST upgrade Yellow Sand Banks Road boat ramp.   | 1.4                              |
| Work with MAST to construct an all tide boat ramp at Swansea   | 1.4                              |

### Performance Measures

- Grant funding secured relating to major projects.
- Asset maintenance undertaken in line with asset management principals.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b>    |                     |                    |                       |
|--|---------------------|--------------------|-----------------------|
| <b>Glamorgan Spring Bay Council</b>        |                     |                    |                       |
| <b>Build-Boat Ramps,Jetties</b>            |                     |                    |                       |
|  | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>  | <b>BUDGET 17/18</b>   |
| <b>Income</b>                              |                     |                    |                       |
| GRANTS                                     | \$245,800.00        | \$0.00             | \$955,002.00          |
| OTHER INCOME                               | \$0.00              | \$6,600.00         | \$11,800.00           |
| SHARE OF GENERAL RATE                      | \$30,680.00         | \$30,680.00        | \$35,757.00           |
| <b>Total Income</b>                        | <b>\$276,480.00</b> | <b>\$37,280.00</b> | <b>\$1,002,559.00</b> |
| <b>Gross Profit</b>                        | <b>\$276,480.00</b> | <b>\$37,280.00</b> | <b>\$1,002,559.00</b> |
| <b>Less Operating Expenses</b>             |                     |                    |                       |
| DEPRECIATION AND AMORTISATION              | \$16,893.84         | \$16,380.00        | \$18,000.00           |
| EMPLOYEE BENEFITS                          | \$6,864.03          | \$5,900.00         | \$9,009.00            |
| MATERIALS AND SERVICES                     | \$6,087.54          | \$15,000.00        | \$19,350.00           |
| PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE | \$1,300.00          | \$0.00             | \$1,200.00            |
| <b>Total Operating Expenses</b>            | <b>\$31,145.41</b>  | <b>\$37,280.00</b> | <b>\$47,559.00</b>    |
| <b>Net Profit</b>                          | <b>\$245,334.59</b> | <b>\$0.00</b>      | <b>\$955,000.00</b>   |

**Responsible Officer:** Manager Buildings and Marine Infrastructure

## Inclusions and Exclusions

- Salaries and wages are attributed in part to Manager and labour required from time to time to maintain the boatramps.
- Depreciation for all marine infrastructure across the municipal area is included in this department.

## Natural Resource Management

Glamorgan Spring Bay Council will continue to make a significant contribution to the understanding, use, management and protection of the natural environment.

Council will continue to engage in Natural Resource Management and Sustainability and support the community in their establishment and management of relevant projects and initiatives.

The Natural Resource Management Department comprises the following areas:

- Natural Resource Management
- Integrated Catchment Management
- Climate Change
- Sustainability

### Objectives

#### *Legislation, policy and plans*

- Review and enhance the communication mechanisms and events that enable Councillors, staff, residents and visitors to understand and appreciate the value and benefit of Commonwealth, State and Local government legislation, as well as relevant regional and local plans, policies and practices as they pertain to Natural Resource Management.

#### *Environmental Values*

- Continuously inform and educate residents and visitors on environmental values, their contribution to social and economic wellbeing and their management and protection.

#### *Climate Change and Sustainability*

- Continue to engage with local, regional, State and national climate change and sustainability programs and support communities in the establishment and management of relevant projects and initiatives.

#### *Natural Assets, National Parks & Crown Reserves*

- Continue to strengthen strategic partnerships between all sections of Council, NRM South, local, state and federal government departments and agencies with the aim of improving communications with and assisting in the management of the many natural assets including those in National Parks, State and private reserves as well as public reserves leased, licensed and owned by Council.

#### *Resources*

- In conjunction with libraries, schools, resource centres, community organisations, visitor information centres and event organisers facilitate public access to a wide range of environmental and sustainability reports, books, resources and tools.

#### *Integrated Catchment Management*

- Engage with key stakeholders and the broader community in the development and implementation of catchment management planning projects and processes.

#### *Marine, Coastal and Estuarine:*

- In partnership with State and Commonwealth Government Departments and communities, participate in relevant strategies, plans and projects that protect marine, coastal and estuarine resources whilst supporting their commercial and recreational use.

#### *Built Environments:*

- Ensure all growth or redevelopment of built environments is well managed, serviceable and sustainable and will provide communities with benefits which are environmentally, socially and economically balanced.

*Contemporary / Historical Indigenous Tasmania*

- Strengthen relationships with the Tasmanian Aboriginal community and ensure that Council has the necessary systems and capacity to protect and enhance Aboriginal heritage values.

| Programs and projects 2017-2018   | Community Strategic Plan Linkage |
|---|----------------------------------|
| Continue to support integrated catchment management through the Catchments To Coast program and the implementation of catchment management plans,   | 4.1<br>4.6<br>6.4                |
| Continue to implement the GSB Weed Management Plan.   | 4.1<br>4.6<br>6.4                |
| Continue to be involved in and seek funding/resources from regional, state and national NRM programs.   | 4.1<br>3.1<br>4.6<br>6.4         |
| Ensure that Council continues to meet relevant NRM legislative obligations and communicates this to the community via newsletters and other forums.   | 4.1<br>4.3<br>4.6                |
| Continue to support the GSB NRM Committee as a key link between Council and the community on NRM issues, as well as supporting other community groups with NRM objectives.  | 4.1<br>4.6<br>6.4<br>6.5         |
| Continue to work and develop partnerships with Parks and Wildlife Service, Crown Land Services, TasWater, DPIPW, Department of State Growth, service providers, contractors and other agencies with regards to NRM values on public land.   | 4.1                              |
| Continue to participate in a range of climate change mitigation and adaptation initiatives, including the implementation of the Climate Change Corporate Adaptation Plan.   | 4.1<br>4.4<br>3.5                |
| Continue support for community events and programs such as National Tree Day, Clean Up Australia Day, Tidy Towns as well as other markets, festivals and school activities.   | 4.1<br>2.3<br>5.5<br>6.4         |
| Continue to work with Council's Regulatory Services Department to ensure that development assessments strive to meet Triple Bottom Line Principles.   | 4.1<br>4.3<br>4.6                |
| Continue participation and development of sustainability initiatives, such as energy use, sustainable waste management, community gardens, both for Council and the community.  | 3.5<br>4.1<br>4.4<br>6.4         |
| Develop systems and capacity to protect and enhance Aboriginal Heritage values whilst building relationships with the community.  | 4.3                              |
| Continue to work with Council's Works Department, community and other relevant agencies in the strategic management of Council owned, leased and licensed public reserves, with a particular focus on the protection of natural assets through the implementation of the Native Flora and Fauna Management Plans for reserves in each town. | 4.1<br>1.2<br>1.3                |

| Programs and projects 2017-2018   | Community Strategic Plan Linkage |
|---|----------------------------------|
| Continue to initiate, encourage and participate in skills development and training opportunities, and make these available to community whenever possible | 3.4<br>6.4                       |

### Performance Measures

- Partnerships developed or maintained with key stakeholders including NRM South, PWS, DPIPWE, Department of State Growth, Crown Land Services and TasWater.
- Maintain commitment to the 'Catchment To Coasts' partnership with NRM South and other key stakeholders.
- Number of grants received.
- Regular publication of contributions to state, regional and local media.
- Support for the NRM Committee and ensure meeting outcomes are available to the public.
- Work with community groups to advance relevant projects, activities and events.
- Production of or contribution to relevant information products and distribution to the community.
- Development of policies and procedures to ensure Council fulfils relevant legislative obligations.
- Advisory input into planning applications and strategic planning processes.
- Implementation of priority actions in relevant Council plans and strategies as resources allow, in particular the Catchment Management Plans, Native Flora and Fauna Management Plans and the Weed Management Plan.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b>    |                     |                     |                     |
|--|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>        |                     |                     |                     |
| <b>NRM</b>                                 |                     |                     |                     |
|  | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                              |                     |                     |                     |
| GRANTS                                     | \$69,743.67         | \$75,000.00         | \$70,000.00         |
| OTHER INCOME                               | \$1,517.71          | \$5,000.00          | \$1,200.00          |
| SHARE OF GENERAL RATE                      | \$227,000.00        | \$227,000.00        | \$237,104.00        |
| USER FEES                                  | \$46,013.08         | \$20,000.00         | \$0.00              |
| <b>Total Income</b>                        | <b>\$344,274.46</b> | <b>\$327,000.00</b> | <b>\$308,304.00</b> |
| <b>Gross Profit</b>                        | <b>\$344,274.46</b> | <b>\$327,000.00</b> | <b>\$308,304.00</b> |
| <b>Less Operating Expenses</b>             |                     |                     |                     |
| DEPRECIATION AND AMORTISATION              | \$16,314.41         | \$17,000.00         | \$16,476.00         |
| EMPLOYEE BENEFITS                          | \$291,188.38        | \$295,309.00        | \$266,048.00        |
| MATERIALS AND SERVICES                     | \$4,431.67          | \$8,191.00          | \$18,580.00         |
| PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE | \$7,340.00          | \$6,500.00          | \$7,200.00          |
| <b>Total Operating Expenses</b>            | <b>\$319,274.46</b> | <b>\$327,000.00</b> | <b>\$308,304.00</b> |
| <b>Net Profit</b>                          | <b>\$25,000.00</b>  | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Natural Resources

### Inclusions and Exclusions

- Full time wages attributed to Manager Natural Resources
- Part time wages attributed to Catchments To Coasts Coordinator, Biodiversity Officer, Sustainability Officer and NRM Administration & Communications Officer and On Ground Works Officers.

## Waste Management Transfer Stations

Develop, implement and monitor an efficient and environmentally responsible Waste Management Strategy that provides cost effective disposal methods for the municipal area and encourages the participation of local enterprises and communities of interest.

Council has four Waste Transfer Stations (WTS's) in operation within the municipal area: Orford, Swansea, Bicheno and Coles Bay with a smaller collection point at Buckland. All waste generated from residential/commercial areas and Council's weekly kerbside garbage collection is disposed of at the WTS's and transported to Copping Landfill site by a Contractor.

The department comprises the following areas:

- Waste Transfer Station management
- Recycling activities
- Transportation and disposal
- Property lease agreements

### Objectives

- To maintain and promote Waste Transfer Stations that provide residents and commercial operators with a high level of service that is equivalent to community expectations.
- Manage relevant leases and contracts.

| Programs and projects for 2017-2018   | Community Strategic Plan Linkage |
|---|----------------------------------|
| Provide waste management and recycling services   | 4.1                              |
| Maintenance of WTS's to ensure operations are maintained at an acceptable standard.   | 4.1                              |
| Review of fee structure and opening hours   | 4.1                              |
| To provide an efficient and cost effective service in an environmentally friendly manner.   | 4.1                              |
| Investigate cost saving options via the regional waste strategy for the overall municipal area including transport, recycling, and compaction.                          | 4.1                              |
| Continue the e-waste and general recycling programme at all WTS's to provide residents / commercial operators with an environmentally friendly alternative to landfill. | 4.1                              |

### Annual Aims for 2017-2018

- To continue the programme of reduced open days for all Waste Transfer Stations during the winter period between May and September 2018 as a means of ensuring the service remains cost effective into the future.
- To continue Council's 'free' greenwaste disposal programme during the months of October and January.

### Performance Measures

- Compliance with environmental licence conditions.
- Increased community participation in recycling.
- Acceptable Waste Transfer Station operations.
- Operation cost reduction in Waste Management



## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b>    |                     |                     |                     |
|--|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>        |                     |                     |                     |
| <b>Works - Waste Management</b>            |                     |                     |                     |
|  | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                              |                     |                     |                     |
| RATES AND CHARGES                          | \$476,190.01        | \$476,190.00        | \$483,000.00        |
| SHARE OF GENERAL RATE                      | -\$17,889.00        | -\$17,889.00        | -\$94,000.00        |
| USER FEES                                  | \$80,481.32         | \$80,481.00         | \$84,000.00         |
| <b>Total Income</b>                        | <b>\$538,782.33</b> | <b>\$538,782.00</b> | <b>\$473,000.00</b> |
| <b>Gross Profit</b>                        | <b>\$538,782.33</b> | <b>\$538,782.00</b> | <b>\$473,000.00</b> |
| <b>Less Operating Expenses</b>             |                     |                     |                     |
| DEPRECIATION AND AMORTISATION              | \$28,152.51         | \$28,155.00         | \$18,684.00         |
| EMPLOYEE BENEFITS                          | \$156,354.49        | \$156,352.00        | \$156,099.00        |
| FINANCE COSTS                              | \$4,862.28          | \$4,862.00          | \$5,262.00          |
| MATERIALS AND SERVICES                     | \$279,929.10        | \$279,927.00        | \$286,773.00        |
| PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE | \$6,177.50          | \$6,182.00          | \$6,182.00          |
| <b>Total Operating Expenses</b>            | <b>\$475,475.88</b> | <b>\$475,478.00</b> | <b>\$473,000.00</b> |
| <b>Net Profit</b>                          | <b>\$63,306.45</b>  | <b>\$63,304.00</b>  | <b>\$0.00</b>       |

**Responsible Officer:** Manager Works

### Inclusions and Exclusions

- Salary component is attributed in a part time capacity to the Manager Works and Works Supervisor. The balance of this figure relates to the various Works employees who facilitate Waste Management duties on a regular basis, such as transfer station operators.
- The expenditure for lease arrangements/rental is attributed to the lease agreement for all Transfer Stations.
- Loan allocation funding is for the cost of loan interest attributed to the set up of waste management activities a number of years ago.

## Garbage, Recycling

Develop, implement and monitor an affordable, efficient and environmentally responsible Waste Management Strategy that encourages the participation of local enterprises and interest groups.

The majority of residential and commercial properties receive a weekly kerbside garbage collection with the recycling collection carried out on a fortnightly basis.

All waste generated from residential/commercial weekly kerbside garbage collection is disposed of at the Waste Transfer Stations and transported to Copping Landfill site by a contractor. Kerbside collected recycling material is transported directly to Launceston under contract conditions.

The departmental activity comprises the following areas:

- Weekly 140 litre residential kerbside garbage collection
- Fortnightly 140 litre residential kerbside recycling collection
- Weekly 240 litre commercial kerbside garbage collection
- Fortnightly 240 litre commercial kerbside recycling collection

### Objectives

- Maintain and promote a reliable waste management collection programme, which provides residents and commercial operators, with a high level of service.
- Manage relevant contracts

| Programs and projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Provide waste management and recycling services  | 4.1                              |
| Community education and encouragement of recycling within the municipal area to reduce landfill waste stream | 4.1                              |
| Investigate any cost saving options for kerbside collection that may be available                            | 4.1                              |

### Annual Aims for 2017-2018

- To effectively manage Council's 7 year term contract for waste management kerbside collection and disposal services, current contract expires 27/09/2022

### Performance Measures

- Maintain appropriate level of service that is equivalent to community expectations.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b> |                     |                     |                     |
|---|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>     |                     |                     |                     |
| <b>Works - Garbage and Recycling</b>    |                     |                     |                     |
|   | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                           |                     |                     |                     |
| RATES AND CHARGES                       | \$617,527.05        | \$607,158.00        | \$632,603.00        |
| SHARE OF GENERAL RATE                   | -\$198,058.00       | -\$198,058.00       | -\$170,000.00       |
| USER FEES                               | \$0.00              | \$2,500.00          | 0                   |
| <b>Total Income</b>                     | <b>\$419,469.05</b> | <b>\$411,600.00</b> | <b>\$462,603.00</b> |
| <b>Gross Profit</b>                     | <b>\$419,469.05</b> | <b>\$411,600.00</b> | <b>\$462,603.00</b> |
| <b>Less Operating Expenses</b>          |                     |                     |                     |
| DEPRECIATION AND AMORTISATION           | \$0.00              | \$31,000.00         | 0                   |
| EMPLOYEE BENEFITS                       | \$5,479.33          | \$5,600.00          | \$5,537.00          |
| MATERIALS AND SERVICES                  | \$452,701.40        | \$375,000.00        | \$457,066.00        |
| <b>Total Operating Expenses</b>         | <b>\$458,180.73</b> | <b>\$411,600.00</b> | <b>\$462,603.00</b> |
| <b>Net Profit</b>                       | <b>-\$38,711.68</b> | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Works

## Inclusions and Exclusions

- Salary costs are attributed in part to the Manager Works.
- Contractor services are associated with our contractor, JJ Richards.

## Bridges, Culverts

Glamorgan Spring Bay Council strives to deliver to its residents and visitors; access to, and use of, quality infrastructure services.

Council manages a total of 47 vehicular bridges, 2 pedestrian bridges and 6 concrete box culverts on Council's maintained sealed and unsealed road network.

A professional contractor is engaged by Council to carry out twice-yearly inspections to ascertain structural integrity of all structures thereby assisting in the preparation of Council's maintenance and replacement programme each financial year.

The department comprises the following areas:

- Bridge and Culvert management
- Construction and Maintenance
- Condition rating assessments
- Programmed inspections

### Objectives

- To ensure that all structures are maintained to a safe standard.
- To ensure all bridges and culverts are in a good working condition in line with Council's asset management plans.
- To ensure all bridges are condition assessed at regular intervals.

| Programs and projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Implement and maintain the bridges and culverts asset management plan.   | 1.1                              |
| Maintain an annual maintenance and replacement programme in conjunction with the consultant's engineering recommendations.   | 1.1                              |
| Replace 4 sub-standard bridge structures as per works schedule and capital budget.   | 1.1                              |
| Timely reporting to State Grants Commission of annual Bridge and Culvert information to assist in determining the allocation of Council's Road Grant funding through the Government's Road Preservation Model. | 1.1                              |
| Continue general maintenance programme for all other structures  | 1.1                              |

### Performance Measures

- Maintenance and replacement of bridges and culverts as required.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b>    |                     |                     |                     |
|--|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>        |                     |                     |                     |
| <b>Works - Bridges</b>                     |                     |                     |                     |
|  | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                              |                     |                     |                     |
| GRANTS                                     | \$64,963.64         | \$46,000.00         | \$21,600.00         |
| SHARE OF GENERAL RATE                      | \$119,000.00        | \$119,000.00        | \$155,000.00        |
| <b>Total Income</b>                        | <b>\$183,963.64</b> | <b>\$165,000.00</b> | <b>\$176,600.00</b> |
| <b>Gross Profit</b>                        | <b>\$183,963.64</b> | <b>\$165,000.00</b> | <b>\$176,600.00</b> |
| <b>Less Operating Expenses</b>             |                     |                     |                     |
| DEPRECIATION AND AMORTISATION              | \$144,593.44        | \$148,000.00        | \$152,040.00        |
| EMPLOYEE BENEFITS                          | \$8,348.17          | \$8,000.00          | \$15,964.00         |
| MATERIALS AND SERVICES                     | \$8,714.18          | \$7,500.00          | \$8,596.00          |
| NET GAIN/(LOSS) ON ASSETS                  | \$8,261.21          | \$0.00              | \$0.00              |
| PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE | \$1,890.00          | \$1,500.00          | \$0.00              |
| <b>Total Operating Expenses</b>            | <b>\$171,807.00</b> | <b>\$165,000.00</b> | <b>\$176,600.00</b> |
| <b>Net Profit</b>                          | <b>\$12,156.64</b>  | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Works

## Inclusions and Exclusions

- Salary component is related to part time contributions from Manager Works, Works Supervisor and various Works employees who undertake maintenance activities on these assets.
- Expenditure shown, particularly in relation to materials is to fund the maintenance activities required.
- The expenditure for contractor services is the auditing and inspection regime undertaken on Council's behalf by AusSpan Pty Ltd.

## Roads, Footpaths, Kerbs

Glamorgan Spring Bay Council strives to deliver to its residents and visitors; access to, and use of, quality infrastructure services.

The network of public roads and footpaths within the municipal area is infrastructure provided to the community to facilitate a safe, convenient and defined means for transporting people and goods.

Council is responsible for managing a total of 171km of bitumen sealed roads, 187km unsealed roads, 22km footpaths and 72km concrete kerb within the Municipal area.

The department comprises the following areas:

- Sealed and unsealed road, footpath and kerb network management
- Construction and maintenance
- Condition rating assessments
- Programmed inspections
- Defect inspections

### Objectives

- To provide an appropriate and well maintained road, footpath and kerb network throughout the municipal area to a safe and acceptable standard which meets the guidelines of Council's Road Asset Management Plan.

| Programs and projects for 2017-2018   | Community Strategic Plan Linkage |
|---|----------------------------------|
| Implement and maintain the Transport Asset Management Plan.   | 1.1                              |
| Undertake the Capital Works Program for roads, footpaths and kerbs.   | 1.1                              |
| Ensure that current assets are maintained in a useable and safe condition.  | 1.1                              |
| To address and repair isolated failures in accordance with defined intervention levels.                             | 1.1                              |
| Carryout regular inspections for defects.   | 1.1                              |
| Completion of adopted Capital Works Programme in relation to construction, maintenance works and reseal activities. | 1.1                              |
| Maintain road detail inputs for the GIS each financial year to reflect capital works carried out.                   | 1.1                              |

### Annual Aims for 2017-2018

- To maintain Council's sealed and unsealed road network to a safe, fit-for-purpose standard.
- To utilise Council's 'Roads 2 Recovery' annual allocation in accordance with the Transport Asset Management Plan.
- Undertake a sealed road condition rating assessment.

### Performance Measures

- Number of complaints lodged through 'Works Request' system.
- Completion of adopted capital works for the financial year.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b>    |                       |                       |                       |
|--|-----------------------|-----------------------|-----------------------|
| <b>Glamorgan Spring Bay Council</b>        |                       |                       |                       |
| <b>Works - Roads, Footpaths, Kerbs</b>     |                       |                       |                       |
|  | <b>YTD JUNE 17</b>    | <b>YTD BUDGET</b>     | <b>BUDGET 17/18</b>   |
| <b>Income</b>                              |                       |                       |                       |
| GRANTS                                     | \$2,441,862.12        | \$1,700,000.00        | \$1,066,294.00        |
| NET GAIN/(LOSS) ON ASSETS                  | \$156,570.64          | \$0.00                | 0                     |
| OTHER INCOME                               | \$38,476.82           | \$7,133.00            | \$7,133.00            |
| SHARE OF GENERAL RATE                      | \$225,000.00          | \$225,000.00          | \$974,000.00          |
| USER FEES                                  | \$57,591.27           | \$10,000.00           | \$6,000.00            |
| <b>Total Income</b>                        | <b>\$2,919,500.85</b> | <b>\$1,942,133.00</b> | <b>\$2,053,427.00</b> |
| <b>Gross Profit</b>                        | <b>\$2,919,500.85</b> | <b>\$1,942,133.00</b> | <b>\$2,053,427.00</b> |
| <b>Less Operating Expenses</b>             |                       |                       |                       |
| DEPRECIATION AND AMORTISATION              | \$994,577.22          | \$860,000.00          | \$1,030,200.00        |
| EMPLOYEE BENEFITS                          | \$534,133.92          | \$643,000.00          | \$624,166.00          |
| FINANCE COSTS                              | \$1,388.73            | \$0.00                | \$18,000.00           |
| MATERIALS AND SERVICES                     | \$402,483.24          | \$286,000.00          | \$206,060.00          |
| NET GAIN/(LOSS) ON ASSETS                  | \$113,308.99          | \$0.00                | \$0.00                |
| PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE | \$173,697.50          | \$153,133.00          | \$175,001.00          |
| <b>Total Operating Expenses</b>            | <b>\$2,219,589.60</b> | <b>\$1,942,133.00</b> | <b>\$2,053,427.00</b> |
| <b>Operating Profit</b>                    | <b>\$699,911.25</b>   | <b>\$0.00</b>         | <b>\$0.00</b>         |

**Responsible Officer:** Manager Works

### Inclusions and Exclusions

- The salary component is related to a part time allocation from the Manager Works, Administration Officer, Works Supervisor, and various Works staff who facilitate the inspection and maintenance works required for this asset.
- Plant hire is the costs related to the use of machinery and plant required to provide inspection and maintenance works.
- Depreciation has been included for the whole of plant and machinery within Council.
- This plant hire does not include fleet vehicles which are shown within individual business departments.
- Depreciation for the Manager Works vehicle is included.
- The material allocation is for equipment and supplied to undertake necessary maintenance activities.
- Contractor services is an allocation for external services related to plant and machinery etc where the equipment is not owned by Council.

## Stormwater, Drainage

Glamorgan Spring Bay Council strives to establish and maintain quality stormwater infrastructure on our sealed and unsealed road network to better manage the disposal of stormwater flows.

All major townships have a stormwater network, either piped or channelled, to accommodate for road and property surface runoff to alleviate flooding.

The department comprises the following areas:

- Stormwater system construction and maintenance
- Condition rating assessments

### Objectives

- To provide residents with an appropriate level of infrastructure that minimises the risk of flooding.
- To ensure assets are in a good working condition in line with Council's Asset Management Plan.

| Programs and projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Manage stormwater flows and drainage systems   | 4.1                              |
| Ensure that stormwater assets are maintained in a useable and safe condition.  | 4.1                              |
| Manage the stormwater and drainage Asset Management Plan and Register ensuring the capture of data related to condition assessments is accurate and populated into the Asset Management Plan and GIS | 4.1                              |
| To address and repair isolated failures in accordance with defined intervention levels.  | 4.1                              |

### Performance Measures

- Number of complaints lodged through 'Works Request' system in relation to stormwater and drainage infrastructure.



## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b>    |                     |                     |                     |
|--|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>        |                     |                     |                     |
| <b>Works - Stormwater Drainage</b>         |                     |                     |                     |
|  | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                              |                     |                     |                     |
| OTHER INCOME                               | \$1,136.36          | \$0.00              | 0                   |
| SHARE OF GENERAL RATE                      | \$223,500.00        | \$223,500.00        | \$170,000.00        |
| <b>Total Income</b>                        | <b>\$224,636.36</b> | <b>\$223,500.00</b> | <b>\$170,000.00</b> |
| <b>Gross Profit</b>                        | <b>\$224,636.36</b> | <b>\$223,500.00</b> | <b>\$170,000.00</b> |
| <b>Less Operating Expenses</b>             |                     |                     |                     |
| DEPRECIATION AND AMORTISATION              | \$63,737.78         | \$155,000.00        | \$65,000.00         |
| EMPLOYEE BENEFITS                          | \$29,851.28         | \$20,000.00         | \$40,608.00         |
| MATERIALS AND SERVICES                     | \$36,685.62         | \$28,500.00         | \$38,388.00         |
| PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE | \$25,522.50         | \$20,000.00         | \$26,004.00         |
| <b>Total Operating Expenses</b>            | <b>\$155,797.18</b> | <b>\$223,500.00</b> | <b>\$170,000.00</b> |
| <b>Net Profit</b>                          | <b>\$68,839.18</b>  | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Works

## Inclusions and Exclusions

- The salary component is related to a part time allocation from the Manager Works, Administration Officer, Works Supervisor, and various Works staff who facilitate the inspection and maintenance works required for this asset.
- Depreciation for stormwater assets is shown within this department.
- Materials and contractor services are an allocation towards external services if required, to undertake inspections and maintenance works.

## Parks, Reserves, Walking Tracks and Cemeteries

Glamorgan Spring Bay Council strives to deliver to its residents and visitors access to, and use of, quality infrastructure services.

Council has a number of parks, reserves, and walking tracks within our municipal area including recreation grounds, open space areas and foreshore reserves.

Numerous playgrounds, BBQ facilities and outdoor furniture are comprised within these areas.

The Bicheno and Triabunna Public Cemeteries are managed and maintained by Council.

The department comprises the following areas:

- Development and maintenance of parks, reserves and walking tracks.
- Maintenance of associated infrastructure.
- Proactive inspections in line with Risk Management guidelines.
- Management of Cemetery burials, Niche Wall placements and reservations.

### Objectives

- To provide the community with safe passive areas for recreational activities.
- To co-ordinate the management of the Bicheno Cemetery.
- To co-ordinate the management of the Triabunna Cemetery

| Programs and projects for 2017-2018   | Community Strategic Plan Linkage |
|---|----------------------------------|
| Manage and maintain the Bicheno Cemetery and Register.  | 1.3                              |
| Manage and maintain the Triabunna Cemetery and Register.                                      | 1.3                              |
| Maintain parklands, sports fields and associated structures.                                  | 1.3<br>6.3                       |
| Maintain all areas to an acceptable standard to ensure risk safety compliance.                | 1.3                              |
| Maintain related infrastructure assets i.e. playgrounds, BBQ areas etc to appropriate levels. | 1.3<br>6.3                       |
| Management of foreshore reserves and walking tracks.  | 1.3<br>6.3                       |
| Develop and maintain a GIS layer for all parks, reserves and walking tracks.                  | 1.3                              |

### Annual Aims for 2017-2018

- To continue keeping the towns parks, walking tracks and foreshore areas within our municipal area to a high standard of presentation and useability.
- Establish additional concrete burial beams at the Triabunna Lawn Cemetery.

### Performance Measures

- Number of complaints in relation to Parks and Reserves.
- Condition of relevant infrastructure.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b>    |                     |                     |                     |
|--|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>        |                     |                     |                     |
| <b>Works - Parks and Reserves</b>          |                     |                     |                     |
|  | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                              |                     |                     |                     |
| GRANTS                                     | \$48,500.00         | \$0.00              | 0                   |
| NET GAIN/(LOSS) ON ASSETS                  | -\$3,420.81         | \$0.00              | 0                   |
| OTHER INCOME                               | \$5,277.51          | \$5,500.00          | \$5,500.00          |
| SHARE OF GENERAL RATE                      | \$374,000.00        | \$374,000.00        | \$445,000.00        |
| USER FEES                                  | \$818.18            | \$500.00            | 0                   |
| <b>Total Income</b>                        | <b>\$425,174.88</b> | <b>\$380,000.00</b> | <b>\$450,500.00</b> |
| <b>Gross Profit</b>                        | <b>\$425,174.88</b> | <b>\$380,000.00</b> | <b>\$450,500.00</b> |
| <b>Less Operating Expenses</b>             |                     |                     |                     |
| DEPRECIATION AND AMORTISATION              | \$75,611.47         | \$50,000.00         | \$76,200.00         |
| EMPLOYEE BENEFITS                          | \$203,261.96        | \$200,000.00        | \$213,927.00        |
| MATERIALS AND SERVICES                     | \$120,228.48        | \$95,000.00         | \$124,369.00        |
| NET GAIN/(LOSS) ON ASSETS                  | -\$2,826.43         | \$0.00              | \$0.00              |
| PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE | \$35,807.50         | \$35,000.00         | \$36,004.00         |
| <b>Total Operating Expenses</b>            | <b>\$432,082.98</b> | <b>\$380,000.00</b> | <b>\$450,500.00</b> |
| <b>Net Profit</b>                          | <b>-\$6,908.10</b>  | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Works

## Inclusions and Exclusions

- The salary component is related to a part time allocation from the Manager Works, Administration Officer, Works Supervisor, and various Works staff who facilitate the inspection and maintenance works required for this asset.
- Contractor services are related to any miscellaneous works required at the grounds related to power, ground/turf maintenance or irrigation maintenance.

## Town Maintenance

Glamorgan Spring Bay Council strives to deliver to its residents and visitors access to, and use of, quality infrastructure services.

The department comprises the following areas:

- Council is responsible for the day to day maintenance of 17 public toilets.
- Rubbish collection - Town street and reserve areas
- Street sweeping
- Township footpath mowing
- Public streetlighting

### Objectives

- To maintain and promote Council's townships which provides residents and tourists with a high level of service that is equivalent to community expectations.

| Programs and projects for 2017-2018  | Community Strategic Plan Linkage |
|--|----------------------------------|
| Provide town maintenance services that help enhance the appearance of all townships.                                       | 4.2                              |
| Provide and maintain all designated areas to an acceptable standard to ensure risk safety compliance.                      | 4.1                              |
| Participate in competitive procurement processes for energy contracts. Council's current contract expires on 30 June 2017. | 4.1                              |

### Annual Aims for 2017-2018

- To continue keeping the towns and surrounds within our municipal area to a high standard of presentation.
- To report any faulty streetlights to ensure road / township quality.

### Performance Measures

- Number of complaints in relation to overall township presentation and cleanliness.

## Proposed Budget

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b>    |                     |                     |                     |
|--|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>        |                     |                     |                     |
| <b>Works - Town Maintenance</b>            |                     |                     |                     |
|  | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                              |                     |                     |                     |
| NET GAIN/(LOSS) ON ASSETS                  | -\$1,334.31         | \$0.00              | 0                   |
| SHARE OF GENERAL RATE                      | \$805,000.00        | \$805,000.00        | \$825,000.00        |
| <b>Total Income</b>                        | <b>\$803,665.69</b> | <b>\$805,000.00</b> | <b>\$825,000.00</b> |
| <b>Gross Profit</b>                        | <b>\$803,665.69</b> | <b>\$805,000.00</b> | <b>\$825,000.00</b> |
| <b>Less Operating Expenses</b>             |                     |                     |                     |
| DEPRECIATION AND AMORTISATION              | \$29,831.74         | \$40,000.00         | \$29,820.00         |
| EMPLOYEE BENEFITS                          | \$416,287.75        | \$395,000.00        | \$429,144.00        |
| MATERIALS AND SERVICES                     | \$298,294.74        | \$325,000.00        | \$302,033.00        |
| NET GAIN/(LOSS) ON ASSETS                  | -\$952.07           | \$0.00              | \$0.00              |
| PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE | \$64,960.00         | \$45,000.00         | \$64,003.00         |
| <b>Total Operating Expenses</b>            | <b>\$808,422.16</b> | <b>\$805,000.00</b> | <b>\$825,000.00</b> |
| <b>Operating Profit</b>                    | <b>-\$4,756.47</b>  | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Works

## Inclusions and Exclusions

- The salary component is related to a part time allocation from the Manager Works, Administration Officer, Works Supervisor, and various Works staff who facilitate the inspection and maintenance works required for this asset.

## Tasman Highway Contract

Glamorgan Spring Bay Council is contracted by Stornoway to deliver services on the Tasman Highway under a contract from State Growth. Currently this department looks after the area of the Glamorgan Spring Bay municipal area for the following services:

- "Roadkill" removal
- Sign Maintenance
- Minor Road Maintenance
- Minor Bridge Maintenance
- Rubbish Collection
- Abandoned Vehicles
- Weed Control
- Guideposts
- Call Outs

### Objectives

- To provide the Tasman Highway with the required maintenance
- To maintain the Great Eastern Drive
- To remove "roadkill" in a timely fashion

| <b>BUDGET YEAR ENDED 30th JUNE 2018</b>    |                     |                     |                     |
|--|---------------------|---------------------|---------------------|
| <b>Glamorgan Spring Bay Council</b>        |                     |                     |                     |
| <b>Works - Tasman Highway Contract</b>     |                     |                     |                     |
|  | <b>YTD JUNE 17</b>  | <b>YTD BUDGET</b>   | <b>BUDGET 17/18</b> |
| <b>Income</b>                              |                     |                     |                     |
| OTHER INCOME                               | \$210,803.31        | \$345,000.00        | \$200,000.00        |
| SHARE OF GENERAL RATE                      | -\$31,000.00        | -\$31,000.00        | -\$3,000.00         |
| <b>Total Income</b>                        | <b>\$179,803.31</b> | <b>\$314,000.00</b> | <b>\$197,000.00</b> |
| <b>Gross Profit</b>                        | <b>\$179,803.31</b> | <b>\$314,000.00</b> | <b>\$197,000.00</b> |
| <b>Less Operating Expenses</b>             |                     |                     |                     |
| DEPRECIATION AND AMORTISATION              | \$281.05            | \$0.00              | \$276.00            |
| EMPLOYEE BENEFITS                          | \$138,553.57        | \$157,000.00        | \$138,532.00        |
| MATERIALS AND SERVICES                     | \$15,290.25         | \$102,000.00        | \$8,227.00          |
| PLANT HIRE INTERNAL - DEPARTMENTAL EXPENSE | \$53,632.50         | \$55,000.00         | \$49,965.00         |
| <b>Total Operating Expenses</b>            | <b>\$207,757.37</b> | <b>\$314,000.00</b> | <b>\$197,000.00</b> |
| <b>Net Profit</b>                          | <b>-\$27,954.06</b> | <b>\$0.00</b>       | <b>\$0.00</b>       |

**Responsible Officer:** Manager Works

## Capital Works 2017-2018 – New Works

| Glamorgan Spring Bay Council - NEW CAPITAL WORKS 2017/2018 |                    |                  |       |            |                  |
|--|--------------------|------------------|-------|------------|------------------|
|  | EXPENDITURE        | COUNCIL CASH     |       |            |                  |
|  | TOTAL              | FUNDED           | OTHER | FUTURE     | **               |
| <b><u>Roads, Footpaths, Kerbs</u></b>                      |                    |                  |       |            |                  |
| Coles Bay - Freycinet Drive                                |                    |                  |       |            |                  |
| Bicheno - Foster Street                                    |                    |                  |       |            |                  |
| Swansea - Old Spring Bay Road                              |                    |                  |       |            |                  |
| Orford - Rheban Road                                       |                    |                  |       |            |                  |
| Triabunna - Tasman Highway Roundabout                      |                    |                  |       |            |                  |
| Triabunna - Vicary Street Stage 1                          |                    |                  |       |            |                  |
| <b>TOTAL ROADS, FOOTPATHS, KERBS</b>                       | <b>\$921,700</b>   | <b>\$85,000</b>  |       | <b>\$0</b> | <b>\$836,700</b> |
| <b><u>Parks, Reserves, Walking Tracks, Cemeteries</u></b>  |                    |                  |       |            |                  |
| Bicheno Triangle Upgrade                                   |                    |                  |       |            |                  |
| Buckland Street Improvement                                |                    |                  |       |            |                  |
| Triabunna Cemetery   |                    |                  |       |            |                  |
| <b>TOTAL PARKS, RESERVES, WALKING TRACKS, CEMETERIES</b>   | <b>\$655,500</b>   | <b>\$5,500</b>   |       | <b>\$0</b> | <b>\$650,000</b> |
| <b><u>Stormwater Drainage</u></b>                          |                    |                  |       |            |                  |
| Triabunna - Lord Street                                    |                    |                  |       |            |                  |
| Coles Bay - Freycinet Drive                                |                    |                  |       |            |                  |
| Stormwater Catchment Plans                                 |                    |                  |       |            |                  |
| <b>TOTAL STORMWATER DRAINAGE</b>                           | <b>\$109,500</b>   | <b>\$109,500</b> |       | <b>\$0</b> | <b>\$0</b>       |
| <b><u>Bridges and Culverts</u></b>                         |                    |                  |       |            |                  |
| Swansea - Old Spring Bay Road                              |                    |                  |       |            |                  |
| <b>TOTAL BRIDGES AND CULVERTS</b>                          | <b>\$78,500</b>    | <b>\$0</b>       |       | <b>\$0</b> | <b>\$78,500</b>  |
| <b><u>Council Buildings</u></b>                            |                    |                  |       |            |                  |
| Triabunna Rec Room Clubrooms                               |                    |                  |       |            |                  |
| Triabunna redesigned visitor centre                        |                    |                  |       |            |                  |
| Bicheno medical Centre                                     |                    |                  |       |            |                  |
| Swansea Loo with a view                                    |                    |                  |       |            |                  |
| Swansea SES storage shed                                   |                    |                  |       |            |                  |
| Swansea House Renno Noyes Street                           |                    |                  |       |            |                  |
| <b>TOTAL COUNCIL BUILDINGS</b>                             | <b>\$1,042,000</b> | <b>\$292,000</b> |       | <b>\$0</b> | <b>\$750,000</b> |

## Capital Works 2017-2018 – New Works (Cont'd)

|  |                    |                  |                    |                    |             |
|--|--------------------|------------------|--------------------|--------------------|-------------|
| <b><u>Marine Infrastructure</u></b>                                  |                    |                  |                    |                    |             |
| Triabunna Marina - Carpark and security                              |                    |                  |                    |                    |             |
| Triabunna New Tourist berth facility                                 |                    |                  |                    |                    |             |
| Orford - Prosser River Support                                       |                    |                  |                    |                    |             |
| Swansea Boat Ramp  |                    |                  |                    |                    |             |
| <b>TOTAL MARINE INFRASTRUCTURE</b>                                   | <b>\$1,680,000</b> | <b>\$225,000</b> | <b>\$955,000</b>   | <b>\$500,000</b>   | <b>****</b> |
| <b><u>Plant and Equipment</u></b>                                    |                    |                  |                    |                    |             |
| Free Roller  |                    |                  |                    |                    |             |
| Water Tank Trailer   |                    |                  |                    |                    |             |
| Utility Swansea  |                    |                  |                    |                    |             |
| Utility Swansea  |                    |                  |                    |                    |             |
| Excavator construction team  |                    |                  |                    |                    |             |
| <b>TOTAL PLANT AND EQUIPMENT</b>                                     | <b>\$234,000</b>   | <b>\$0</b>       | <b>\$234,000</b>   | <b>\$0</b>         | <b>***</b>  |
| <b><u>Waste Transfer Stations</u></b>                                |                    |                  |                    |                    |             |
| Swansea WTS Lease Extension  |                    |                  |                    |                    |             |
| Swansea WTS Tip Shop   |                    |                  |                    |                    |             |
| <b>TOTAL WASTE TRANSFER STATIONS</b>                                 | <b>\$13,500</b>    | <b>\$13,500</b>  | <b>\$0</b>         | <b>\$0</b>         |             |
| <b>TOTAL NEW WORKS</b>   | <b>\$4,734,700</b> | <b>\$730,500</b> | <b>\$1,189,000</b> | <b>\$2,815,200</b> |             |
| <b>** SUBJECT TO GRANTS OR PROPERTY SALES OR PREPARATORY REPORTS</b> |                    |                  |                    |                    |             |
| <b>*** FINANCE LEASES</b>  |                    |                  |                    |                    |             |
| <b>**** COMMONWEALTH GRANT</b>                                       |                    |                  |                    |                    |             |



## Capital Works 2017-2018 - Renewal Works

| Glamorgan Spring Bay Council - RENEWAL CAPITAL WORKS 2017/2018 |                    |                    |            |            |
|--|--------------------|--------------------|------------|------------|
|  | EXPENDITURE        | COUNCIL CASH       |            |            |
|  | TOTAL              | FUNDED             | OTHER      | FUTURE **  |
| <b><u>Sealed Road Reseals</u></b>                              |                    |                    |            |            |
| Bicheno - Foster Street  |                    |                    |            |            |
| Swansea - Old Spring Bay Road                                  |                    |                    |            |            |
| Swansea - Kennedia Place                                       |                    |                    |            |            |
| Triabunna - Davidson Place                                     |                    |                    |            |            |
| Orford - Rudd Avenue   |                    |                    |            |            |
| Sealed Improvements - Buckland                                 |                    |                    |            |            |
| Sealed Improvements - Triabunna                                |                    |                    |            |            |
| Sealed Improvements - Orford                                   |                    |                    |            |            |
| Sealed Improvements - Swansea                                  |                    |                    |            |            |
| Sealed Improvements - Bicheno                                  |                    |                    |            |            |
| Sealed Improvements - Coles Bay                                |                    |                    |            |            |
| <b>TOTAL SEALED ROAD RESEALS</b>                               | <b>\$233,156</b>   | <b>\$233,156</b>   | <b>\$0</b> | <b>\$0</b> |
| <b><u>Sealed Road Pavements</u></b>                            |                    |                    |            |            |
| Swansea Road Repairs   |                    |                    |            |            |
| Swansea Esplanade - turnaround area                            |                    |                    |            |            |
| Bicheno Road Repairs   |                    |                    |            |            |
| Coles Bay Road Repairs   |                    |                    |            |            |
| Orford Road Repairs  |                    |                    |            |            |
| Orford Road Recon - Louisville Road <b>R2R</b>                 |                    |                    |            |            |
| Triabunna Road Repairs   |                    |                    |            |            |
| <b>TOTAL SEALED ROAD PAVEMENTS</b>                             | <b>\$648,500</b>   | <b>\$648,500</b>   | <b>\$0</b> | <b>\$0</b> |
| <b><u>Unsealed Road Pavements</u></b>                          |                    |                    |            |            |
| Swansea - Old Coach Road                                       |                    |                    |            |            |
| Bicheno - Rosedale Road  |                    |                    |            |            |
| Orford - Wielangta Road  |                    |                    |            |            |
| Triabunna - Okehampton Road                                    |                    |                    |            |            |
| Triabunna - Seaford Road                                       |                    |                    |            |            |
| <b>TOTAL UNSEALED PAVEMENTS</b>                                | <b>\$1,065,000</b> | <b>\$1,065,000</b> | <b>\$0</b> | <b>\$0</b> |
| <b><u>Kerb and Gutter</u></b>                                  |                    |                    |            |            |
| Swansea - Wellington Street                                    |                    |                    |            |            |
| <b>TOTAL KERB AND GUTTER</b>                                   | <b>\$28,500</b>    | <b>\$28,500</b>    | <b>\$0</b> | <b>\$0</b> |
| <b><u>Footpaths</u></b>  |                    |                    |            |            |
| Swansea - Wellington Street                                    |                    |                    |            |            |
| <b>TOTAL FOOTPATHS</b>   | <b>\$32,000</b>    | <b>\$32,000</b>    | <b>\$0</b> | <b>\$0</b> |

## Capital Works 2017-2018 - Renewal Works (Cont'd)

|  |                    |                    |                  |                  |            |
|--|--------------------|--------------------|------------------|------------------|------------|
| <b><u>Parks and Reserves</u></b>                                     |                    |                    |                  |                  |            |
| Park Furniture replacement   |                    |                    |                  |                  |            |
| Bicheno Lions Park Perimeter Fence                                   |                    |                    |                  |                  |            |
| Bicheno Lions Park BBQ's   |                    |                    |                  |                  |            |
| Bicheno Walking Track  |                    |                    |                  |                  |            |
| Bicheno Rec Ground   |                    |                    |                  |                  |            |
| Swansea - Playground Equipment                                       |                    |                    |                  |                  |            |
| Replacement stands and bins  |                    |                    |                  |                  |            |
| Triabunna Rec Ground Playground                                      |                    |                    |                  |                  |            |
| Triabunna Rec Ground Irrigation repairs                              |                    |                    |                  |                  |            |
| Spring Beach - Landscaping upgrade                                   |                    |                    |                  |                  |            |
| Park / Street bins - General   |                    |                    |                  |                  |            |
| Playground Repairs - General   |                    |                    |                  |                  |            |
| <b>TOTAL PARKS AND RESERVES</b>                                      | <b>\$195,000</b>   | <b>\$145,000</b>   | <b>\$0</b>       | <b>\$50,000</b>  |            |
| <b><u>STORMWATER AND DRAINAGE</u></b>                                |                    |                    |                  |                  |            |
| Orford - Upgrade culvert crossing Holkam Crt                         |                    |                    |                  |                  |            |
| Swanwick - Swanwick Dve stormwater pits                              |                    |                    |                  |                  |            |
| <b>TOTAL STORMWATER AND DRAINAGE</b>                                 | <b>\$75,000</b>    | <b>\$20,000</b>    | <b>\$0</b>       | <b>\$55,000</b>  |            |
| <b><u>Council Buildings</u></b>                                      |                    |                    |                  |                  |            |
| Orford - Community Hall Toilet Upgrade                               |                    |                    |                  |                  |            |
| Coles Bay Hall   |                    |                    |                  |                  |            |
| Coles Bay Hall   |                    |                    |                  |                  |            |
| Swansea Depot Shed   |                    |                    |                  |                  |            |
| Swansea Museum   |                    |                    |                  |                  |            |
| Asbestos Assessment and Register                                     |                    |                    |                  |                  |            |
| Triabunna Toilet Replacement   |                    |                    |                  |                  |            |
| <b>COUNCIL BUILDINGS</b>   | <b>\$306,000</b>   | <b>\$261,000</b>   | <b>\$0</b>       | <b>\$45,000</b>  |            |
| <b><u>Marine Infrastructure</u></b>                                  |                    |                    |                  |                  |            |
| Coles Bay Boatramp   |                    |                    |                  |                  |            |
| Bicheno Coastal Erosion Control                                      |                    |                    |                  |                  |            |
| Swanwick Coastal Erosion Control                                     |                    |                    |                  |                  |            |
| <b>MARINE INFRASTRUCTURE</b>   | <b>\$123,000</b>   | <b>\$123,000</b>   | <b>\$0</b>       | <b>\$0</b>       |            |
| <b><u>Bridges and Culverts</u></b>                                   |                    |                    |                  |                  |            |
| Swansea - Glen Gala Creek, Glen Gala Road                            |                    |                    |                  |                  |            |
| Spring Beach - Two Mile Creek, Rheban Road                           |                    |                    |                  |                  |            |
| Earlham - Earlham Creek, Earlham Road                                |                    |                    |                  |                  |            |
| General Structures   |                    |                    |                  |                  |            |
| <b>TOTAL BRIDGES AND CULVERTS</b>                                    | <b>\$210,500</b>   | <b>\$210,500</b>   | <b>\$0</b>       | <b>\$0</b>       |            |
| <b><u>Plant and Equipment</u></b>                                    |                    |                    |                  |                  |            |
| Replacement Vehicles   |                    |                    |                  |                  |            |
| Small Plant  |                    |                    |                  |                  |            |
| <b>TOTAL PLANT AND EQUIPMENT</b>                                     | <b>\$230,000</b>   | <b>\$230,000</b>   | <b>\$0</b>       | <b>\$0</b>       | <b>***</b> |
| <b>TOTAL NEW WORKS</b>   | <b>\$3,146,656</b> | <b>\$2,766,656</b> | <b>\$230,000</b> | <b>\$150,000</b> |            |
| <b>** SUBJECT TO GRANTS OR PROPERTY SALES OR PREPARATORY REPORTS</b> |                    |                    |                  |                  |            |
| <b>*** FINANCE LEASES</b>  |                    |                    |                  |                  |            |