



# **GEORGE TOWN COUNCIL**

## **QUARTERLY PERFORMANCE REPORT**

### **1st OCT – 31<sup>st</sup> DEC 2019**

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<b>Adopted:</b>		<b>Council Resolution:</b>	005/20
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## **MESSAGE FROM THE GENERAL MANAGER**

The organisation has recently undergone a transformation aimed at aligning business functions, increasing organisational performance and delivering positive community outcomes, while enhancing customer experience. The organisation now comprises five departments led by a highly competent management team, giving me full confidence in our ability to deliver on the ambitious projects we already have in the pipeline, to seize on opportunities as they arise and instil trust in funding bodies and government on Council's capacity to deliver.

Second quarter results are demonstrable of the high level of performance being achieved by the organisation. The measures are many, however I draw special attention to the increased ratio of completed works requests from 63% Q1 to 98% Q2, an outstanding effort from our Infrastructure and Works team.

Our engagement efforts have also been ramped up following Council's adoption of its Community Consultation Framework. Council's Facebook posts and website are experiencing higher levels of traffic and interaction and consultation methods are being diversified to try and capture the voices that are representative of our community.

A recent example includes the roadshow led by the Mayor and myself, supported by the management team that visited the communities of Hillwood, Bellingham, Beechford, Lulworth and Weymouth. The roadshow aimed at informing our outerlying communities of Council's Strategic and Annual Plan objectives, of how Council sets its budgets and presenting a number of key projects that the community can have their input on. The roadshow was the first of its kind undertaken by the current management team and Mayor, and admittedly we were overly ambitious in our itinerary having ran behind schedule almost all day. I thank everyone who participated in the sessions for their valuable insights and patience and look forward to engaging Lefroy and Pipers River in the near future with similar sessions.

The recent World Café held in George Town is another example of Council's endeavour to reach a diverse audience for input into key projects. The World Café involved a number of professionally facilitated sessions extending from morning into the evening, and sought the views of the community on Council's review of its Rating Policy, the development of the municipal Sports & Recreation Strategy, Community Pride project (led by the Future Impact Leadership Table), Placemaking Initiatives, Council's Ten Year Strategic Plan and the development of an Interpretation Strategy comprising heritage, cultural, industrial and the natural assets of our community. Attendance exceeded expectation across all sessions. I take this opportunity to thank all of those who attended, with a special shout out to the Star of the Sea and Port Dalrymple schools for sending a contingent of students.

The conclusion of 2019 finds Council in a strong financial position. The operating result at the end of the second quarter has Council well on track to meet its budgeted surplus and approximately 65% of the capital works budget has been expended (with the exception of projects such as Regent Square Redevelopment and the Mountain Bike Trail which are two-year projects). Planning and building activity also continues to be strong with significant investment occurring within the municipality over the last quarter, which in turn has resulted in higher than expected income.

The success of the Healthy George Town program has been rewarded, with Council receiving further funding of \$190k through the State Government's Healthy Tasmania Grants Program which will extend the program into 2021. Recognition must go to all that have made the program successful, including Council staff and program facilitators, but a special congratulations to all those who have participated in the program especially worthy of mention.

The Future Impact Group (FIG) and the Future Impact Leadership Table (FILT) have also been recognised for their efforts in working towards an improved quality of life for our community, with the Premier's commitment of \$1M in funding to the group and its initiatives under the Premier's Strategic Growth Initiative. But it doesn't stop there. Collective Ed. who have been supporting the FIG for some time, have also committed \$360k. The additional funding will progress positive social outcomes beyond the Community Pride project funded by Council that is currently underway, by expanding into the areas of health, education and employment.

I am confident that 2020 will be a year of even greater accomplishment for our organisation and community and am genuinely excited about the year ahead.

I hope 2020 brings prosperity, health and happiness to you all, and that you take time to enjoy the summer in our beautiful part of the world, while sparing a thought for those across the state and country impacted by fires and drought that are not so fortunate.

Shane Power  
General Manager  
George Town Council

## GOVERNANCE REPORT

### 1. General Manager's Matters of Involvement – Shane Power

*Excluded internal operational meetings.*

GENERAL MANAGER – MATTERS OF INVOLVEMENT – SHANE POWER		
October	1	Met with Senator Polley and Senator Brown re regional issues and projects
	1	Met with residents re Hillwood Tourism potential
	1	Teleconference with Reconciliation Tasmania
	2	Met with Shadow Minister of Environment, the Hon. Mark Butler MP, the Hon. Rebecca White MP, Michelle O'Byrne MP, David O'Byrne MP, and potential developer re Hydrogen Industry
	3	Attended Future Impact Leadership Table (FILT) meeting
	3	Attended the launch of Healthy George Town
	4	Attended Northern Region Planning Committee
	4	Attended Greater Launceston Transport Vision
	7	Met with the George Town and District Historical Society representatives
	7	Teleconference with Brand Tasmania
	8	Attended Council Workshop
	9	Attended Mountain Bike Reference Group Meeting
	9	Met with proponent regarding Hillwood subdivision
	14	Met with Director of KEEN
	14	Met with resident re Medal Display
	15	Attended Audit Panel
	15	Attended George Town Chamber of Commerce meeting
	16	Attended id. Workshop
	16	Met with representatives from Tamar Valley Wine Route
	16	Attended Tasmanian Drive Journeys Industry Consultations
	17-18	Attended LG Professional Conference - Devonport
	17	Teleconference with FILT
	21	Met with Manager Portfolio Planning, Communities – Housing Tasmania
	22	Attended Council Workshop
	22	Attended Ordinary Council Meeting
	23-25	Attended National Economic Development Awards
	24	Teleconference with FILT
	28	Met with representative from Employment Plus
	28	Attended Pipers River Neighbourhood Watch meeting
	29	Attended the Birth of the Bab – 200 <sup>th</sup> Anniversary
	30	Met with consultants inception meeting for Interpretation Strategy
	30	Met with representatives of Northern Tasmania Waste Management Group (NTWMG)
	30	Attended Community Pride meeting
	31	Attended FILT meeting
	31	Meeting with CEO LGPro Tasmania
November	1	Met with the Minister for Energy, the Hon. Guy Barnett MP

	1	Attended NTWMG Steering Committee
	4	Attended public meeting re Gymnasium proponent
	5	Presented to the George Town Ladies Leisure group
	5	Hosted Ministerial visit re Regional Jobs Taskforce
	6	Teleconference with Elders Council
	6	Attended NTDC Annual General Meeting
	7	Attended FILT meeting
	7	Attended Community Pride meeting
	7	Presented to George Town Lions Club
	8	Attended Northern General Managers' Forum
	11	Attended Remembrance Day – George Town
	12	Attended Council Workshop
	12	Attended George Town Chamber of Commerce meeting
	13	Met with Low Head Tourist Park operators
	14	Attended FILT meeting
	14	Met with Employment Plus representatives
	14	Attended Annual General Meeting – George Town Council
	18	Attended meeting with George Town Chamber of Commerce and representatives from Regional Development Aust. – Tasmania re Mountain Bike Trail development
	18	Met with representative from NBN
	18	Met with resident re Tennis opportunity for George Town
	18	Teleconference to Launceston City Deal – Community & Business Advisory Group
	19-20	Attended Mountain Bike Summit – Derby
	21	Attended FILT
	22	Teleconference with DPAC
	22	Attended meeting re Temco contingency plan
	22	Met with the Hon. Rebecca White MP
	22	Chaired BBAMZ Sub-Committee meeting
	25	Met with residents on potential development concepts for GT
	25	Met with Royal Flying Doctors representatives
	25	Attended George Town Emergency Management Committee meeting
	26	Attended Council Workshop
	26	Attended Ordinary Council meeting
	27	Attended Radio Interview – Tamar FM
	27	Attended LG Professionals: Northern Branch Meeting
	28	Attended FILT meeting
<b>December</b>	2	Met with TasFire management
	3	Attended Audit Panel meeting
	3	Attended RDA Tasmania meeting
	3	Met with Director of Great Regional City Challenge
	3	Met with East Beach Tourist Park representative
	4	Met with representatives of Climbing Tasmania
	4	Attended Watch House Exhibition
	5	Attended FILT
	6	Attended LGAT General Meeting (Hobart)
	6	Teleconference FILT
	8	Attended Tasmania Tamar Tourism Industry Group event
	9	Teleconference with Hillwood Football Club president

10	Attended Council Workshop
10	Attended Round Table discussions with Minister Coulten, Bridget Archer MP and neighbouring Council Mayors
10	Attended Chamber of Commerce meeting
11	Attended FILT meeting
11	Attended World Café consultations
11	Teleconference LGPro Tasmania Board meeting
12	Meeting with potential hydrogen proponents
12	Attended meeting with Premier
16	Attended GLTP Steering Group meeting
16	Meeting with Coordinator General
17	Attended Council Workshop
17	Attended Ordinary Council Meeting
18	Attended Radio Interview – Tamar FM
19	Attended FILT meeting
19	Attended Technology One Northern Councils proposal presentation
19	Attended Tasplan Fund update

## **2. Council Resolutions Monitor**

The Council Resolutions Monitor is located in Annex A.

## **3. Use of the Council Seal**

The Seal of the George Town Council was used on the following occasions during the reporting period.

<b>Date</b>	<b>Document Details</b>
2/10/2019	Final Plan of Survey, Schedule of Easements and Part V Agreement for Lot 27 Lord Liverpool Drive, Low Head
8/11/2019	Transfer – Land Titles Office Volume 13111 Folio 501 George Town Council to Centacare Evolve Housing Ltd.
13/12/2019	Final Plan of Survey and Schedule of Easements for boundary adjustment 119 and 123 Leam Road, Hillwood

## **4. Audit Panel Actions**

Outstanding Audit Panel actions are listed in Annex B.

## **5. Annual Plan Progress Report**

The Annual Plan Progress report is a snapshot of progress against the tasks of the 2019-2020 Annual Plan. It follows a traffic light system. Green indicates the task has commenced and is on schedule. Yellow light indicates the task has commenced but is slightly behind schedule. Red light indicates the task has commenced and is substantially behind schedule, or the task has not yet commenced. Clarifying remarks are located in the comments section of each task. The report is located in Annex C.

## **FINANCIAL REPORT**

### **6. Financial Report**

Included in this section are the following financial reports:

*Financial Summary Commentary on the financial results and key variances to budget.*

*Operating Statement Summary of year to date financial performance against budget*

*Operating Statement – by Program of year to date financial performance against budget*

*Capital Works Statement - Summary of year to date capital expenditure by asset type*

*Financial Reserves - Summary of balances and movement in Council reserves*

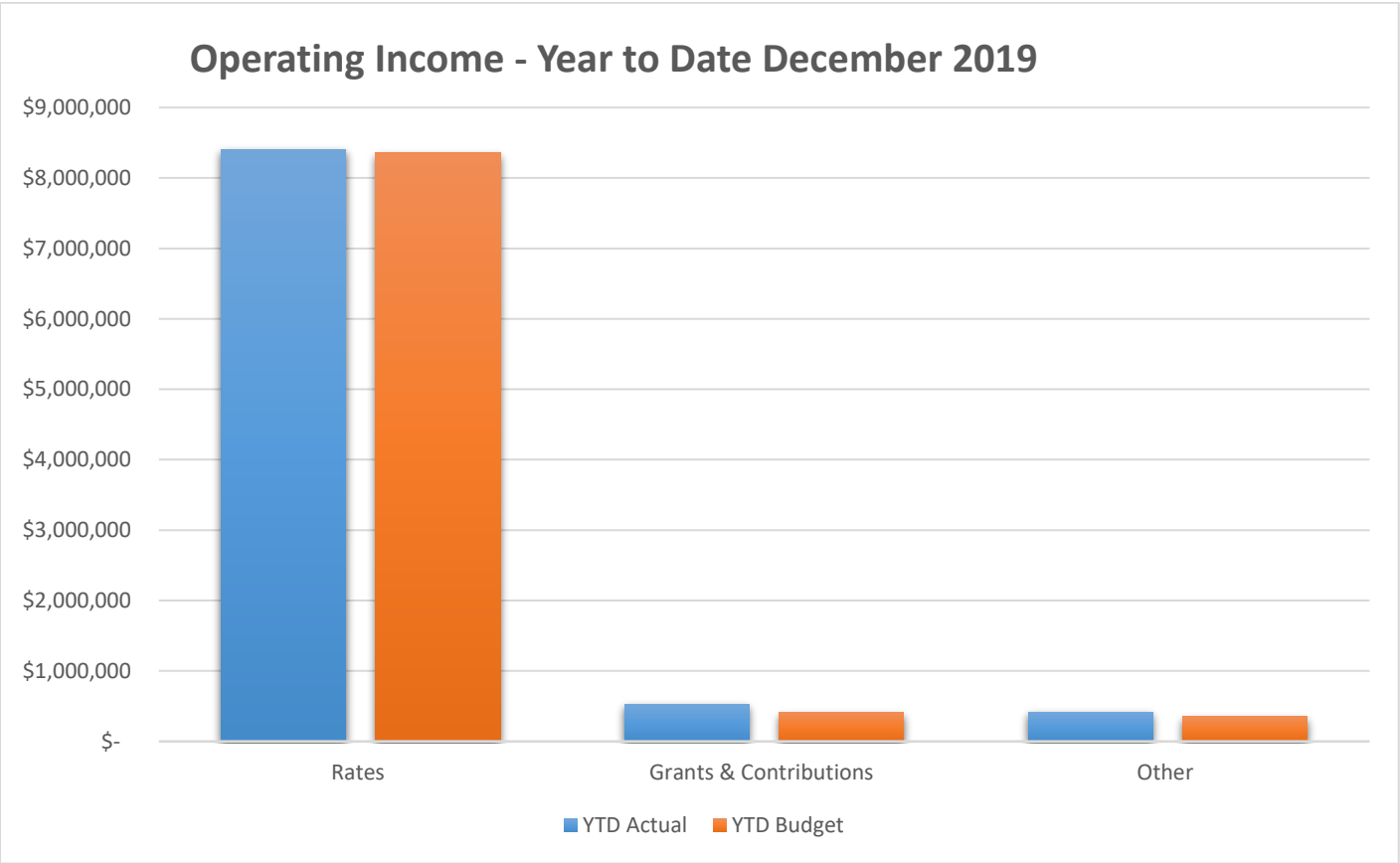
*Outstanding Rates report*

### **7. Summary of financial results – 1 July to 31 December 2019**

The operating income for the period to 31 December 2019 is \$9.353m or 89% of total annual budget. Against year to date budget projections, overall income shows a positive result of \$0.24m as a result of Healthy George Town funding and higher than budgeted building permit fees. Operating expenditure year to date is \$5.372m or 48% of total annual budget. Against year to date, overall expenditure is less than budget by \$0.567m with materials, contracts and employee costs recording below expected expenditure for the 6 months to end of December 2019.

The financial summary report has been reformatted to provide a visual representation of the results. Below is a summary of the operating statement compared to budget. Please see the financial statements on the following pages for further information on Council's financial performance for the quarter.

8. Operational Revenue



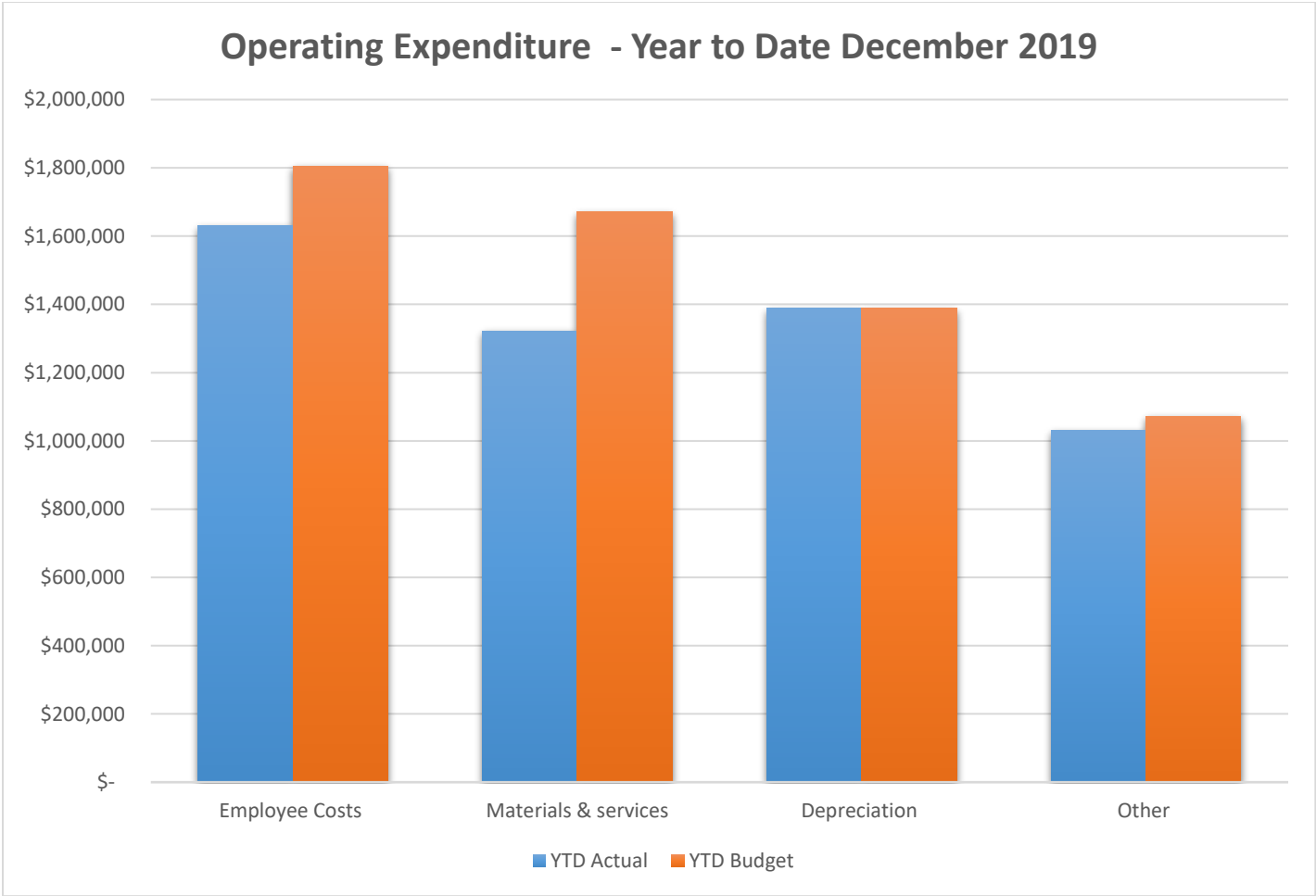
Key Budget Variance

**Rates** – Budget variance is due to timing and amount of prepayment of rates.

**Grants and Contributions** – Higher than budgeted due to \$75,000 contribution for Healthy George Town, this contribution was not included in the budget.

**Other**– Overall favourable variance due to higher than budgeted income in Building and Statutory fees and timing of the payment of State Growth Heavy Vehicle reimbursement.

9. Operational Expenditure



Key Budget Variance

**Employee Costs**– Favourable budget variance is due to timing of the finalisation and sign off of Enterprise Bargaining Agreement.

**Materials and Contracts** – Favourable variance due mainly to timing of operational invoices and strategic projects.

**Other Expenses** – Favourable variance due mainly to timing of operational invoices.

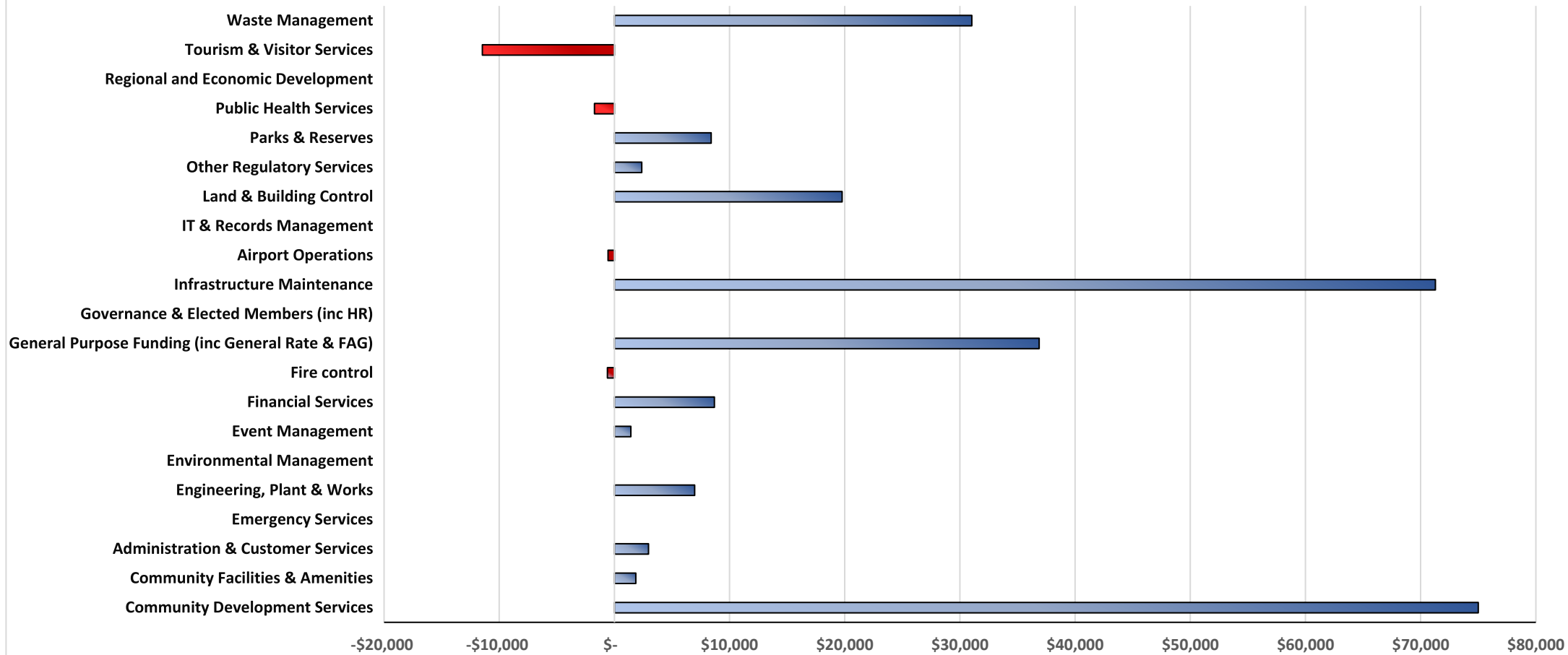
## 10. Operating statement

	<u>2020 December Actual Year to date</u>	<u>2020 December Budget Year to date</u>	<u>Variance to Budget Year to date</u>	<u>2020 Full Year Budget</u>	<u>Percentage of Budget Full Year</u>
	\$	\$		\$	\$
<b><u>Operating Income</u></b>					
Contributions operational	75,000	0	75,000	0	0%
Grants operational	452,307	406,418	45,889	941,262	48%
Investment Income	56,180	47,500	8,680	321,000	18%
Other Revenues	13,389	17,279	-3,890	40,560	33%
Rates	8,408,484	8,354,859	53,625	8,539,554	98%
Reimbursements	54,262	15,653	38,609	84,199	64%
Statutory Charges	172,421	138,096	34,325	274,794	63%
User Charges	121,894	130,884	-8,990	262,992	46%
<b><u>Total Operating Income</u></b>	<b>9,353,936</b>	<b>9,110,689</b>	<b>243,247</b>	<b>10,464,361</b>	<b>89%</b>
<b><u>Operating Expenditure</u></b>					
Contracts	1,021,224	1,307,282	-286,058	2,511,747	41%
Depreciation Amortisation	1,388,500	1,388,500	0	2,777,000	50%
Employee Costs	1,630,676	1,805,491	-174,815	3,611,431	45%
Finance Costs	51,778	62,484	-10,706	124,968	41%
Impairment	0	2,500	-2,500	5,000	0%
Internal Hire	-6,477	0	-6,477	0	0%
Materials	300,334	363,036	-62,702	720,651	42%
Other Expenses	985,526	1,009,476	-23,950	1,548,744	64%
<b><u>Total Operating Expenses</u></b>	<b>5,371,561</b>	<b>5,938,769</b>	<b>-567,208</b>	<b>11,299,541</b>	<b>48%</b>
<b><u>Surplus/Deficit</u></b>	<b>3,982,375</b>	<b>3,171,920</b>	<b>810,455</b>	<b>-835,180</b>	
Federal Assistance grant prepaid	964,042	941,261	22,781	941,261	
<b><u>Underlying Surplus</u></b>	<b>4,946,417</b>	<b>4,113,181</b>	<b>833,236</b>	<b>106,081</b>	

The Operating Statement includes all sources of Council revenue and expenditure incurred in its day-to-day operations. It should be noted that only recurrent income has been included, with insurance payments and all capital grants being excluded. Expenditure listed in the Operating Statement does not include the cost of asset purchases or sales, loan repayments, capital works expenditure or reserve funds. It does however, include depreciation as an expense.

## 11. Operational Income by Program

YTD Operating Income Variance to YTD budget as at 31 December 2019



***Income – variances to projected budget year to date.***

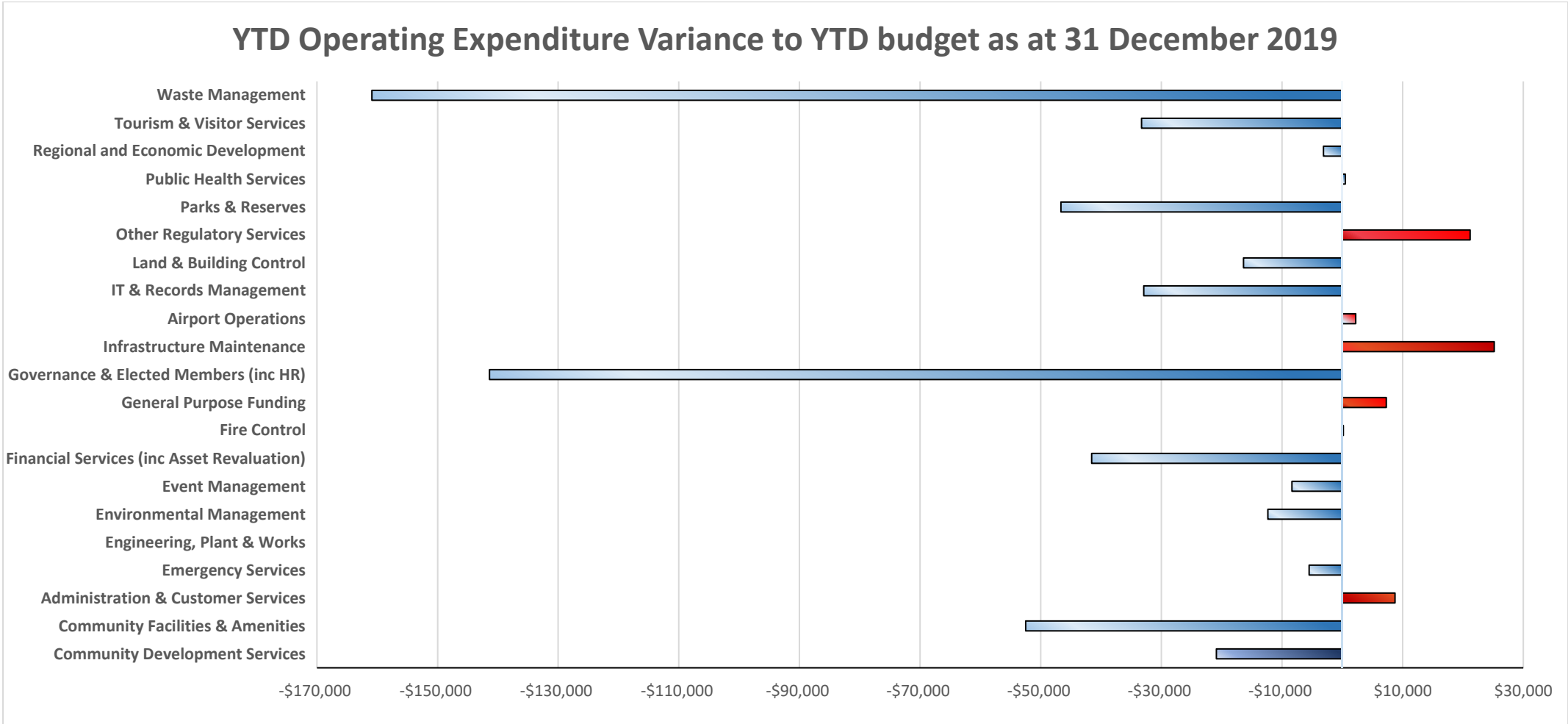
**Over projected year to date budget**

- Waste Management – higher than budgeted domestic waste income
- Land and building control – higher than budgeted income from Regulatory Services especially building and planning permits.
- Infrastructure Maintenance – timing of payment – State Growth Heavy Vehicle Reimbursement.
- General Purpose Funding (inc General Rate & FAG) – higher than budgeted rates received in advance year to date.
- Community Development Services – part payment of Healthy George Town funding.

**Under projected year to date budget**

- Tourism and Visitors Information Centre – lower than projected income from sale and user charges.
- Public Health Services – slightly lower than budget due to the timing of the immunisation reimbursement.
- Fire Control – timing of commission payment.

12. Operational Expenditure by Program



***Expenditure – variances to projected budget year to date.***

**Over projected year to date budget**

- General Purpose Funding – additional costs to include rates calculator on website and costs associated with the rating review.
- Airport Operations – additional costs for preparation of tender documents and legal advice for the tender process for sale of airfield.
- Other Regulatory Services – higher than budgeted Building inspector fees for period due to high volume of building permits.
- Infrastructure Maintenance – timing of road side slashing contract payments.

**Under projected year to date budget**

- Waste Management – lower than budgeted waste transfer station domestic waste and recycling costs due to timing of contract and disposal invoices not processed as at 31 December 2019.
- Tourism and Visitors Information – favourable variance due to the timing of purchases of goods.
- Parks and Reserves– favourable variance due to impact of drier growth period and the impact on mowing requirements.
- IT & Records Management – favourable variance to budget due to the timing of invoices.
- Governance, Elected Members and HR –favourable variance due to timing of strategic projects and employee on costs calculations.
- Community Facilities and Amenities - favourable variance to budget due to the timing of contractor payments.
- Community Development Services – Youth Officer vacancy.

**13. Cash and Reserves**

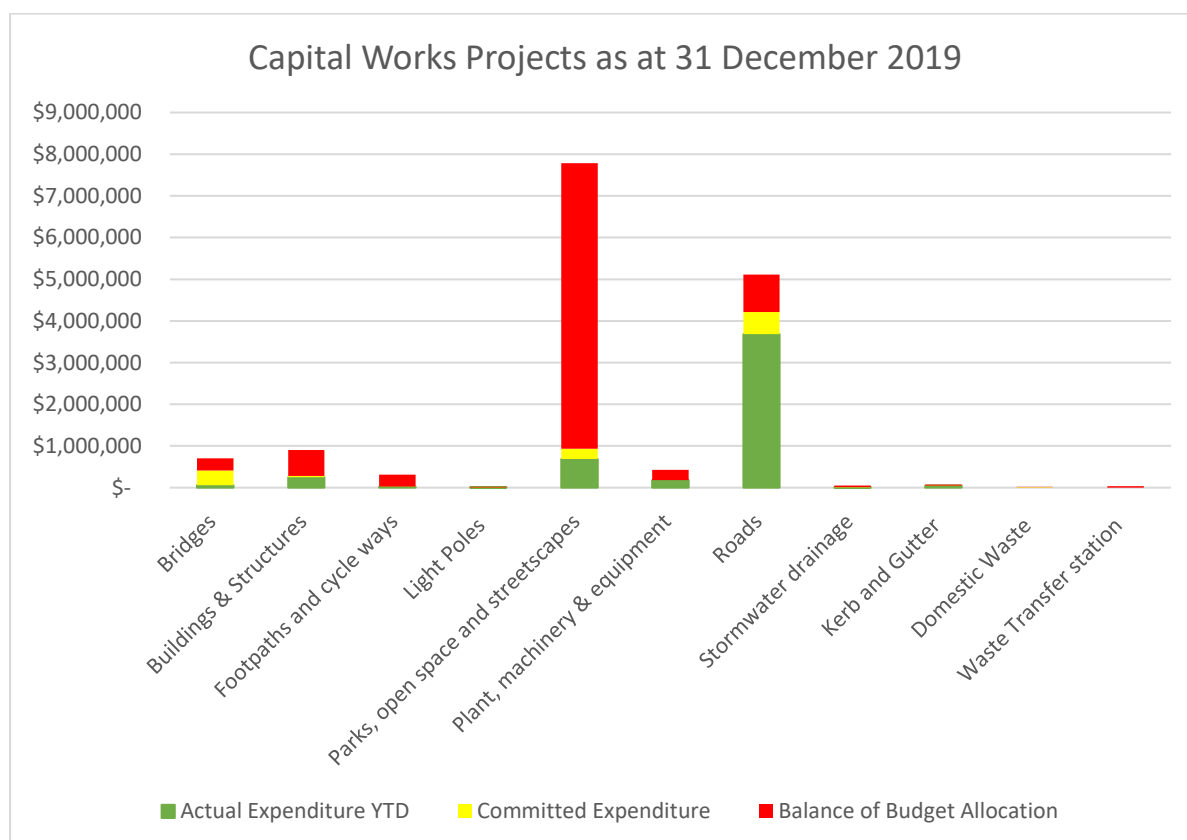
<b>Cash &amp; Reserves</b>		
<b>As at 31 December 2019</b>		
	<b><u>2018/2019</u></b>	<b><u>2019/2020</u></b>
<b>Cash</b>	<b>\$</b>	<b>\$</b>
Reconciled cash at bank	219,012	385,127
Cash Investments	6,298,100	5,744,878
<b>Cash available to meet Reserves, Provisions and Council Budget items</b>	<b>6,517,112</b>	<b>6,130,005</b>
<b>RESERVES &amp; PROVISIONS</b>		
Deposits & Trust funds	149,495	151,748
Annual Leave Provision (Total)	338,829	329,170
Long Service Leave Provision	204,674	246,549
Personal Leave Provision	63,132	49,135
Leave in Lieu (Current)	1,521	4,841
Plant Replacement Reserve	184,908	447,698
Public Open Space Reserve	21,753	21,753
Footpath Reserve	909	909
Road Development Reserve	7,255	7,255
Airport Maintenance Reserve	4,253	4,253
Private Works Reserve	11,519	11,519
Working Capital Reserve	123,977	123,977
<b>Total</b>	<b>1,060,451</b>	<b>1,398,808</b>
<b>Surplus/(Deficit) after funding reserves &amp; provisions above and available to meet Council Budget items</b>	<b>5,456,661</b>	<b>4,731,197</b>

#### 14. Rates Analysis

For period ended 31st December 2019		
	<u>2018/2019</u>	<u>2019/2020</u>
Rates Arrears - 1 <sup>st</sup> July	-19,226	90,624
Annual Rates Levy - CURRENT	8,146,854	8,527,127
Supplementaries ,Penalty & Interest	28,210	46,950
Total Rates Payable	8,155,838	8,664,701
Payments & Remissions	-5,202,435	-5,547,436
<b>Total Rates Outstanding</b>	<b>2,953,403</b>	<b>3,117,265</b>
<b>Percentage Collected</b>	<b>63.80%</b>	<b>63.83%</b>
<i>Ratepayers in Credit</i>	138,389	128,702
<i>Rates Overdue and in Arrears</i>	397,306	383,918

## 15. Capital Works Progress Report

Capital works are the financial investments that Council makes in the assets and infrastructure that it controls and provides for use by the community. Capital works primarily include public buildings, transport infrastructure, public space, recreational facilities and environmental infrastructure. Annually in conjunction with the adoption of the budget, Council adopts its Capital Works Program that sets out the projects that will be delivered in the next year. This section provides an update on our progress towards achieving each project.



Asset Class	Location	Capital Program Year	Work Order Number	Project Description	Budget	Actual Expenditure - total	Committed	Balance of Budget	Progress Comments
Bridges	Various bridges	CFWD	1538	26 Bridge sites - minor failures as identified by Ausspan	\$162,000	\$52,473	\$6,500	\$103,028	Waiting for quote for Colgraves Rd
	Dalrymple Rd	2019/2020	1629	Dalrymple Road - Bridge upgrade - new section East Arm Road	\$335,000	\$8,654	\$336,043	-\$9,697	Tender closed.
	Back Creek Road	2019/2020	1630	Back Creek Road Bridge replacement	\$210,000	\$0	\$4,100	\$205,900	Scoping underway.
Bridges Total					\$707,000	\$61,127	\$346,643	\$299,230	
Buildings & Structures	Memorial Hall	CFWD	1435	Memorial Hall Complex - Sub floor inspection; identification of cause of sub floor rising damp; remedial action; ventilation to all timber floors (in vicinity of GFC): Stage 1	\$27,000	\$22,210	\$87	\$4,703	Remote monitoring and sensors to be installed.
	All building stock	CFWD	1540	All building stock -upgrades for access compliance	\$50,000	\$39,766	\$3,000	\$7,234	Ongoing.
	All building stock	CFWD	1541	All building stock - install roof safety systems	\$15,000	\$5,614	\$0	\$9,386	Memorial Hall to be completed.
	All building stock	CFWD	1542	All building stock - upgrades to exit systems to ensure compliance	\$25,000	\$7,772	\$5,720	\$11,508	Ongoing.
	Beechford Community BBQ	CFWD	1546	Beechford Community BBQ and shed	\$14,000	\$11,469	\$0	\$2,531	Ongoing by Community
	Amenities facilities Sporting	CFWD	1553	Amenities facilities Sporting complex	\$360,000	\$24,231	\$0	\$335,769	Tender advertised.
	GT Sports complex dwelling	CFWD	1554	GT Sports complex dwelling - refurbish to bring into use	\$20,000	\$8,450	\$5,517	\$6,033	Works completed.
	Pool	CFWD	1555	Pool - main slide and mushroom slide resurfacing	\$16,000	\$15,080	\$0	\$920	Works completed.
	Hillwood Hall installation of Stage 1 acoustic surface	CFWD	1556	Hillwood Hall installation of Stage 1 acoustic surface - subject to committee contribution	\$14,000	\$869	\$4,350	\$8,781	Obtaining quote for suspended ceiling.
	Hillwood Football club	CFWD	1557	Hillwood Football club - realign boundary	\$6,000	\$754	\$0	\$5,247	Waiting for Crown consent.

	<b>Lulworth Community Building</b>	<b>CFWD</b>	<b>1558</b>	Lulworth Community Building extension and shelter	\$5,500	\$4,029	\$0	\$1,471	Community Group is finalising works.
	<b>Watch House</b>	<b>CFWD</b>	<b>1560</b>	Watch House - electrical and heating upgrade	\$20,000	\$0	\$0	\$20,000	Working with Heritage - waiting on permit.
	<b>Weymouth BBQ and</b>	<b>CFWD</b>	<b>1561</b>	Weymouth BBQ and shelter adjacent to hall (Subject to Crown Approval)	\$10,000	\$108	\$5,641	\$4,251	BBQ ordered
	<b>All building stock</b>	<b>2019/2020</b>	<b>1631</b>	Building Access upgrades as per building condition risk assessments (year 2) (where not part of specific jobs)	\$10,000	\$488	\$0	\$9,512	On-going.
	<b>All Building stock</b>	<b>2019/2020</b>	<b>1632</b>	Building roof safety upgrades as per building condition risk assessment (year 2)	\$5,000	\$420	\$0	\$4,580	On-going.
	<b>All building Stock</b>	<b>2019/2020</b>	<b>1633</b>	Building Exit upgrades as per building condition risk assessments (year 2) (where not part of specific jobs)	\$10,000	\$466	\$0	\$9,534	On-going.
	<b>All building Stock</b>	<b>2019/2020</b>	<b>1634</b>	On Site Waste Water Management Systems (OSWWMS) (septic tanks and drains) upgrade (year 1)	\$10,000	\$400	\$0	\$9,600	Works underway Bellingham & Beechford
	<b>All building stock</b>	<b>2019/2020</b>	<b>1635</b>	Building lighting upgrades to LED as per building condition risk assessments	\$10,000	\$9,575	\$273	\$152	Works almost completed.
	<b>Beechford PA</b>	<b>2019/2020</b>	<b>1636</b>	Toilet block upgrade: demolition of existing and installation of new toilet	\$46,500	\$5,803	\$0	\$40,697	Works have commenced, construction mid-January.
	<b>Beechford PA</b>	<b>2019/2020</b>	<b>1637</b>	Tennis court fencing	\$5,000	\$5,499	\$0	-\$499	Completed
	<b>Bellingham Hall</b>	<b>2019/2020</b>	<b>1639</b>	design and construct new absorption drainage system for existing septic tank	\$6,000	\$2,245	\$0	\$3,755	Works commenced, waiting on Crown approval.
	<b>Depot</b>	<b>2019/2020</b>	<b>1640</b>	Improvements to lunchroom/staff meeting room	\$30,000	\$0	\$0	\$30,000	Works commencing soon.
	<b>East Beach</b>	<b>2019/2020</b>	<b>1641</b>	Design and scope - East Beach Shower site	\$10,000	\$0	\$0	\$10,000	Discussion with Parks – proposals to be presented.
	<b>George Town Football Club</b>	<b>2019/2020</b>	<b>1642</b>	Reseal Floors	\$5,000	\$5,000	\$0	\$0	Works completed.
	<b>Hillwood Hall</b>	<b>2019/2020</b>	<b>1643</b>	Stage repairs	\$35,000	\$33,506	\$1,290	\$204	Works completed.

	Lagoon Beach	2019/2020	1644	Renew toilets, floor and painting, disabled access to Australian Standards	\$30,000	\$20,466	\$4,561	\$4,973	Toilets completed, looking into painting.
	Lagoon Beach	2019/2020	1645	Relocate lighting and improve lighting in BBQ area	\$5,000	\$0	\$0	\$5,000	Works completed.
	Memorial Hall	2019/2020	1646	Repairs to the Memorial Hall concrete pillars.	\$15,000	\$0	\$0	\$15,000	Works programmed.
	Pool	2019/2020	1647	Pool heating	\$54,000	\$88	\$0	\$53,912	Seeking options.
	Mem Hall, Hillwood, Weymouth	2019/2020	1648	Defibrillator units x 4	\$12,000	\$9,688	\$0	\$2,312	2 installed Memorial Hall, Sensor kits
	York Cove Seniors	2019/2020	1649	Accessible path, footpath and drainage, bahai seat	\$19,000	\$17,740	\$0	\$1,260	Works completed.
<b>Buildings &amp; Structures Totals</b>					<b>\$900,000</b>	<b>\$251,735</b>	<b>\$30,438</b>	<b>\$617,827</b>	
<b>Footpaths and cycle ways</b>	<b>Footpaths</b>	<b>2019/2020</b>	<b>1650</b>	Footpath renewal, various location noted on footpath survey	\$50,000	\$17,084	\$7,361	\$25,555	Wellington, Davies, Sorell and Cimitiere Sts completed. Works to continue.
	Low Head Pilot Station to Lighthouse	2019/2020	1651	Shared trail 1.16k	\$260,000	\$0	\$0	\$260,000	Planning commenced.
<b>Footpaths and cycle ways Total</b>					<b>\$310,000</b>	<b>\$17,084</b>	<b>\$7,361</b>	<b>\$285,555</b>	
<b>Light Poles</b>	<b>Pole replacement</b>	<b>2019/2020</b>	<b>1652</b>	Average 3 pole renewal annually at location noted by WST/TN	\$22,000	\$2,185	\$2,727	\$17,088	Progressing as required.
<b>Light Poles Total</b>					<b>\$22,000</b>	<b>\$2,185</b>	<b>\$2,727</b>	<b>\$17,088</b>	
<b>Parks, open space and streetscapes</b>	<b>Regent Square Playground</b>	<b>CFWD</b>	<b>1619</b>	Regent Square Playground Stage 1 (from WO 1326)	\$421,180	\$421,791	\$1,364	-\$1,975	Stage 1 Complete
	Elizabeth Street Playground	CFWD	1573	Elizabeth Street Playground	\$17,700	\$1,039	\$0	\$16,662	
	Playground Equipment Replacements	CFWD	1580	Playground Equipment Replacements	\$35,000	\$29,639	\$0	\$5,361	On-going.
	York Rivulet embankment	CFWD	1584	York Rivulet embankment improvement and block wall continuation	\$37,000	\$35,398	\$91	\$1,511	Small carry forward amount remaining works commencing soon.
	Bellingham Hall	2019/2020	1653	Shade sail over playground	\$12,000	\$110	\$0	\$11,890	Exploring engineering plans for sail installation.

	<b>Cemetery - Pipers River</b>	<b>2019/2020</b>	<b>1655</b>	Cemetery Pipers River - upgrade of ashes placement area as per community input	\$10,000	\$0	\$0	\$10,000	Options being sought.
	<b>Cemetery - George Town</b>	<b>2019/2020</b>	<b>1654</b>	Cemetery George Town - Lawn section installation of headstones and plinth	\$12,000	\$0	\$0	\$12,000	Options being sought.
	<b>Cemetery - George Town</b>	<b>2019/2020</b>	<b>1656</b>	Cemetery George Town - renewal of rose garden, inc irrigation and beds	\$20,000	\$2,878	\$0	\$17,122	Options being sought.
	<b>Council Chambers</b>	<b>2019/2020</b>	<b>1657</b>	Upgrade irrigation system to Automated System	\$5,000	\$382	\$0	\$4,618	Waiting for quotes.
	<b>Council Chambers</b>	<b>2019/2020</b>	<b>1658</b>	Complete rear garden	\$5,000	\$3,590	\$0	\$1,410	Underway
	<b>Esplanade North Reserve</b>	<b>2019/2020</b>	<b>1659</b>	Continue bollards and extend carpark	\$25,000	\$19,128	\$0	\$5,872	Car park extension completed. Bollards to be installed.
	<b>George Town Football Club</b>	<b>2019/2020</b>	<b>1660</b>	Asphalt in front of clubrooms	\$16,000	\$30,613	\$0	-\$14,613	Completed. \$9000 contribution from Football Club. Overspend \$5,613. Seating not included in original scope, grant funding for lighting will accommodate difference.
	<b>George Town Mountain Bike Trail</b>	<b>2019/2020</b>	<b>1661</b>	Mountain Bike Trail	\$4,400,000	\$39,588	\$0	\$4,360,412	Working on tender documentation.
	<b>George Town Sporting Complex</b>	<b>2019/2020</b>	<b>1662</b>	New water main for future irrigation systems and installation of irrigation system to Cricket and Football grounds	\$120,000	\$5,290	\$80,463	\$34,247	Quotes received, work to commence mid-February.
	<b>George Town Swimming Pool</b>	<b>2019/2020</b>	<b>1663</b>	Upgrade irrigation system to Automated System	\$10,000	\$557	\$9,350	\$93	Works completed.
	<b>George Town Swimming Pool</b>	<b>2019/2020</b>	<b>1664</b>	Front entrance landscaping. K&C in carpark and pedestrian ramps and pram crossings	\$20,000	\$18,468	\$0	\$1,532	Works completed.
	<b>Hillwood Football Ground</b>	<b>2019/2020</b>	<b>1665</b>	Boundary fence - replace with steel posts and wire fence	\$39,000	\$38,101	\$0	\$899	Works completed.
	<b>Hillwood Football Ground</b>	<b>2019/2020</b>	<b>1666</b>	Install fence to the rear of the club house bordering the creek - safety issue.	\$8,000	\$0	\$0	\$8,000	Works have commenced.
	<b>Pier Pontoon</b>	<b>2019/2020</b>	<b>1667</b>	Pontoon George Town - safety railing	\$35,000	\$33,303	\$0	\$1,697	Works completed.
	<b>Regents Square</b>	<b>2019/2020</b>	<b>1668</b>	Master plan implementation - from Stage 2 forward	\$2,450,000	\$5,777	\$154,975	\$2,289,248	Consultation process underway / design works in progress.

	Various parks/reserves	2019/2020	1669	Park furniture renewal programme	\$20,000	\$1,827	\$0	\$18,173	2 seats installed - Macquarie & Anne St office.
	Windmill Point	2019/2020	1670	Irrigation system	\$20,000	\$982	\$0	\$19,018	Waiting for quotes.
	Windmill Point	2019/2020	1671	Interpretative signage installation and replacement	\$30,000	\$0	\$0	\$30,000	
	York Cove - from Senior Citizens building to Bathurst St	2019/2020	1672	Continue landscaping	\$20,000	\$0	\$0	\$20,000	Not yet commenced.
<b>Parks, open space and streetscapes Total</b>					<b>\$7,787,880</b>	<b>\$688,460</b>	<b>\$246,243</b>	<b>\$6,853,177</b>	
<b>Plant, machinery &amp; equipment</b>	<b>Passenger Vehicle</b>	<b>2019/2020</b>	<b>1683</b>	Passenger Vehicle - GM	\$50,000	\$49,781	\$0	\$219	Completed
	Passenger Vehicle	2019/2020	1684	Passenger Vehicle - Replace TLCD	\$40,000	\$41,744	\$0	-\$1,744	Completed
	Light Vehicle	2019/2020	1685	Utility - works	\$30,000	\$26,791	\$0	\$3,209	Completed.
	Utility	2019/2020	1686	Utility - Works Co-ordinator	\$35,000	\$34,541	\$0	\$459	Completed.
	Truck	2019/2020	1687	8 yard tipper truck - replace PN 3001 and PN 3014	\$180,000	\$0	\$0	\$180,000	Tenders received.
	Mowers	2019/2020	1688	Ride on mower replace PN5005	\$20,000	\$18,381	\$0	\$1,619	Completed.
	Trailers	2019/2020	1689	Machinery float - replace PN4010	\$25,000	\$0	\$0	\$25,000	
	Small plant trailer	2019/2020	1690	Small plant trailer	\$15,000	\$0	\$0	\$15,000	Tenders received.
	Water tanker slide	2019/2020	1691	Water tanker slide on	\$20,000	\$0	\$0	\$20,000	
	Equipment	2019/2020	1693	Swimming Pool water slide pump	\$15,000	\$12,656	\$0	\$2,344	Completed.
<b>Plant, machinery &amp; equipment Total</b>					<b>\$430,000</b>	<b>\$183,894</b>	<b>\$0</b>	<b>\$246,106</b>	
<b>Roads</b>	<b>Road Infrastructure grant</b>	<b>CFWD</b>	<b>1411</b>	Road Infrastructure grant - Industry Road	\$3,463,630	\$2,994,574	\$504,642	-\$35,586	3 bridges to be widened / tender awarded.
	Franklin Street repair	CFWD	1468	Franklin Street repair	\$250,000	\$211,249	\$0	\$38,751	Almost completed.
	Davies Street/Friend	CFWD	1476	Davies Street/Friend Street subdivision road improvements	\$60,156	\$0	\$0	\$60,156	Developer has indicated his intent to not commence with subdivision. Suggest transfer funds to other kerb renewal projects.
	Blackspot	CFWD	1509	Blackspot - Intersection Franklin/Victoria St	\$300,000	\$285,305	\$773	\$13,923	Completed.

	Macquarie Street	CFWD	1600	Macquarie Street - Traffic calming works	\$33,700	\$14,417	\$7,713	\$11,570	Raised pedestrian crossings installed. Approaches to be reviewed.
	Sealed Road - Renewal	2019/2020	1673	Gerzalia Drive CH 0-680m, renewal of failing pavement, condition score 8/10	\$320,000	\$110,523	\$864	\$208,613	Completed. Transfer approx. \$30K to Industry Road Bridge Project.
	Sealed road surface	2019/2020	1674	Sealed road surface renewal (reseal) at various locations, 7km, as per AMP	\$350,000	\$36,540	\$0	\$313,460	Tender awarded. Prep works have commenced.
	Minor road pavement	2019/2020	1675	Minor road pavement renewal/strengthening	\$36,000	\$30,916	\$4,182	\$902	Works Completed
	Sealed Road - Upgrade	2019/2020	1676	Hillwood Road Hillwood - to Berry Farm	\$130,000	\$0	\$12,500	\$117,500	Final design being completed.
	Unsealed Road - Renewal	2019/2020	1677	Unsealed road renewal(resheeting) at various locations, 2.5km, as per AMP	\$120,000	\$0	\$0	\$120,000	Soon to commence.
	Scoping and Design	2019/2020	1678	Trevor Street Weymouth - extension	\$17,000	\$0	\$0	\$17,000	Designs being done.
	Leam Road Hillwood	2019/2020	1679	Leam Road Hillwood - remainder	\$30,000	\$0	\$0	\$30,000	Designs to be done.
<b>Roads Total</b>					<b>\$5,110,486</b>	<b>\$3,683,523</b>	<b>\$530,673</b>	<b>\$896,290</b>	
<b>Stormwater</b>	Kerb pit	2019/2020	1680	Stormwater kerb pit renewal, various locations as noted on pit inspection	\$50,000	\$4,745	\$10,000	\$35,255	Soon to commence installation.
<b>Stormwater drainage Total</b>					<b>\$50,000</b>	<b>\$4,745</b>	<b>\$10,000</b>	<b>\$35,255</b>	
	Kerb and gutter	2019/2020	1681	Kerb renewal program, Davies and other streets as noted on kerb inspection	\$70,000	\$49,543	\$407	\$20,050	In progress. Davies St completed.
<b>Kerb and Gutter Total</b>					<b>\$70,000</b>	<b>\$49,543</b>	<b>\$407</b>	<b>\$20,050</b>	
	Bin replacement	2019/2020	1682	Kerbside bin replacement 150/140lt and 75/240lt, plus freight	\$12,000	\$0	\$11,740	\$260	Commencing
<b>Domestic Waste Total</b>					<b>\$12,000</b>	<b>\$0</b>	<b>\$11,740</b>	<b>\$260</b>	
	Waste transfer station	2019/2020	1692	Sealing works internal	\$35,000	\$0	\$0	\$35,000	Programmed for Mid-February/March.
<b>Waste Transfer station Total</b>					<b>\$35,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$35,000</b>	
<b>TOTALS</b>					<b>\$15,434,366</b>	<b>\$4,942,295</b>	<b>\$1,186,233</b>	<b>\$9,305,838</b>	

## **SERVICE DELIVERY**

### **16. Works and Infrastructure**

The following is a summary of a tasks received and actioned by the works and infrastructure department during the reporting period.

<b>Category</b>	<b>2Q Received Total</b>	<b>2Q Actioned Total</b>	<b>Percentage Actioned</b>	<b>Note</b>
<b>Roads</b>	24	24	100%	
<b>Public Buildings</b>	1	1	100%	
<b>Miscellaneous</b>	28	27	96%	
<b>Vegetation/Reserves</b>	21	21	100%	
<b>Waste Collection</b>	4	4	100%	
<b>Drainage</b>	10	9	90%	
<b>Nature Strips</b>	4	4	100%	
<b>Trees</b>	9	9	100%	
<b>Footpaths</b>	8	8	100%	
<b>Total Received</b>	109			
<b>Total Actioned</b>		107		
<b>Percentage Actioned</b>			98%	*1st Quarter Action Rate = 64.41%

### **17. Development and Environment**

This quarter has seen the previous department (Community & Development Services) restructured as part of our review of our structure during 2019.

This report covers the new department of Development & Environment.

The Development and Environment department is currently in receipt of several large planning applications that will be processed early in the New Year. We are also working through the LPS (local provision schedule) of the proposed Statewide Planning Scheme, and progressing well with the review of the Hillwood Structure Plan. Late December saw a rush on occupancy permits being requested on new dwellings running up to Christmas, as builders finished their buildings prior to the holiday period and owners were keen to occupy their new homes.

The department is engaging in a review of its service delivery in Animal Control, and as a part of this Council released its new dog mascot “MACCA” onto our social media and website. We are using Macca as a messenger to sell the message of responsible dog ownership, as well as to promote our area as a place to enjoy walking your dog. We have increased weekend patrols of local beaches and pathways in an effort to encourage responsible dog ownership while enjoying our public areas. This also sees us handing out ‘with compliments’ pamphlets on responsible dog ownership, and detailing where dogs can be walked both on and off lead.

While we planned to have the penguin fence upgrades completed by now, we have rescheduled this work to minimise any risk to penguins. This will now be completed outside of the breeding season as recommended by PWS. Council is currently working with the Low Head Penguin Wild-care Group to run a penguin and dog awareness fun day in February.

Development and Environment has continuing involvement in the development of the regional cat management strategy as part of that working group, with expectation that the draft will be presented to Council in Q3 2020.

## 18. Planning

The following is a summary table of planning assessments and permits issued in the municipality during the reporting period.

<b>NPR (No Planning Permit Required) assessments</b>	
There was a total of 15 NPR’s assessed.	
These consisted of:	
Sheds	6
Dwellings	7
Home based business	1
Communications tower alteration	1
<b>Permits issued</b>	
There was a total of 17 planning permits issued with a total estimated value of \$1,421,500.	
These consisted of:	
New Dwellings and associated outbuildings	3
Dwelling additions/alterations	2
Shed/garage/carport and the like	4
Change of use to visitor accommodation	5
Subdivision/Boundary adjustment	1
Native vegetation removal	1
Demolition/new public toilet facility	1

## 19. Building Approvals

### BUILDING PERMITS ISSUED – CATEGORY 4

Building Permits – Month	October - December 2018	October - December 2019
Number of Permits Issued	13	8
Estimated value of Permits Issued	\$2,930,369.00	\$3,526,585.00

Building Permits – Financial Year	2018/2019	2019/2020
Financial Year to date – approvals	19	13
Financial Year to date - Estimated value	\$5,553,369.00	\$4,434,165.00

Building Permits – Calendar Year	2018	2019
Calendar Year to date – approvals	29	23
Calendar Year to date – Estimated value	\$8,052,989.00	\$8,257,515.00

### CERTIFICATE OF LIKELY COMPLIANCE ISSUED – CATEGORY 3

Notifiable Building Works – Month	October - December 2018	October - December 2019
Number of CLC's Issued	17	21
Estimated value of CLC's Issued	\$1,899,325.00	\$2,192,199.00

<b>The total number of approvals for this reporting period is determined by adding the cat 4 permits and cat 3 CLC's together.</b>	
These consist of:	
Deck/veranda/pergola and the like	<b>3</b>
Dwelling additions/alterations	<b>0</b>
New dwellings including any outbuildings	<b>15</b>
Shop alterations	<b>1</b>
Shed/carport, garage (new and additions/alts)	<b>10</b>
Total number for this period is	<b>29</b>

## 20. Compliance

The following is a summary of activities undertaken within the compliance functions of the George Town Council during the reporting period.

## 21. Fire Abatements

Reminder Letters Sent	180
Abatement notices sent (cut all land)	76
Abatement notices sent (cut boundary line)	12
Properties that Council has engaged a contractor to cut and charge land owner	8
Complaints received in Quarter	13
Note* Council Officers are working with TFS on compliance assistance for multiple properties. Work is also ongoing with fire abatements throughout the summer period.	

## 22. Environmental Health

Activity	
Food Premises Inspections	5
Regulated Public Health Inspections	1
Onsite waste water applications approved	8
Complaints	
Smoke	1
Rubbish dumping	2
Water quality ( marine and fresh)	2
Illegal Land or Building use	4
Noise	6
Unhealthy property	6
Food Business enquiry	9
Light Spillage	1
Onsite Waste water enquiry/complaint	7
Roosters	1
Sewer Overflow	-
Waste dump	7
Dust from building site	1
PHU (Public Health Unit of State Government) Gastro out break	1
Outdoor burning complaint	2
general enquiry EHO - use of a drone in public space	1
Noteworthy	

November 2019 - over 100 cubic metres of rubbish removed from Muskvale Road by Tasmania Parks and Wildlife Service following waste dump reporting by GTC staff	
A large scrap metal clean up from a private residential property is well underway without the need for formal action by Council due to a co-operative effort with owner	

### 23. Animal Control Activity

-	
<i>Note: this activity is limited to the last weeks of the reporting period only, due to changeover of personal in this role.</i>	
Number of:	Current Quarter
Dogs registered/ re registered following a warning	TBA
Follow up on dogs not re registered from previous year	TBA
Formal/Written complaints received	5
Dogs impounded	7
Dogs rehomed	6
Dogs euthanized	0
With Compliments cards given out (where an infringement or written warning was not warranted)	4
Written Warnings issued	1
Infringements issued	0
Total dogs currently registered on our system	TBA
Cat enquiries/complaints	2
Other animal enquiries/complaints	3
Dogs at Large (incl complaints received informally)	12
Doggie bags replaced	15
Kennel licences	1
Patrols carried out in the following areas	
George Town	daily
Low Head	daily
Hillwood	3
Country Pipers	-
Bellingham	3
Weymouth	3

<b>Lullworth</b>	<b>4</b>
<b>Beechford</b>	<b>4</b>
<b>Bellbouv Beach</b>	<b>3</b>
<b>Weekend patrols</b>	<b>1</b>

## **24. Liveable and Connected Communities**

Councils restructure over the quarter saw the establishment of the new Liveable and Connected Communities Department. The Department has responsibility for Economic Development, Marketing and Communications, Arts and Culture, Youth, Health and Wellbeing (Including Healthy George Town), Events (Civic and sponsored, both large and small), Sports and Recreation, Tourism. Meagan Bennett has been appointed from within Council to lead the new department.

## **25. Healthy George Town**

We are pleased to announce that our application to Healthy Tasmania Large Grants 2019 has been successful, acquiring \$194,945 to fund years two and three of the Healthy George Town program. Healthy George Town was launched in October 2019. Funded through both State and Federal government bodies, the program delivered a broad suite of health and wellbeing programs free to the community. The program has been overwhelmingly embraced by the community and the announcement of future funding for the program to continue for a further two years will excite existing and inspire new participants. The program is set to continue again in Feb/Mar 2020.

With the acquisition of funding Liveable and Connected Communities will be recruiting a Healthy George Town part-time officer for a 2 year contract to both support and manage the day to day activities of the program.

## **26. Art, Culture, and Experience Officer**

We are currently compiling a position description (PD) for an Arts, Culture and Experience Officer to join the GTC team in 2020. This person will be responsible for fostering and supporting the arts and cultural developments (RAP) within the municipality, ensuring that these assets are accessible to all. They will also will be responsible for the development of an arts and culture 5 year strategic plan.

## 27. Social Media Engagement Statistics

As part of its efforts to increase visibility and accountability, Quarterly reports will include data on social media engagement.

### Council Website Statistics 1 October - 31 December 2019

Visitation	
Sessions	Page Views
13,806 Sessions	38214/ 2.77 page views per session
New Visitation	Average Session Time
73.4 % New Visitation	2minutes 12 seconds
Most Visited Pages	No.Of Visits
Home Page	1947
Contact Us	1371
Refuse Sites	1235
News/Newsletter	1090
Careers	954
Councillors	929

### Facebook Page Statistics 1 October – 31 December 2019

Post reach	The number of people who saw any post at least once	<b>1114 Organic (not promoted)</b>
Avg Reaction to Posts	Like/love/comment/dislike	<b>31 per post</b>
Avg Comments		<b>5</b>
Avg Shares		<b>7</b>
Avg Likes		<b>27</b>
Avg Loves		<b>2</b>
No of Posts for the quarter		<b>144</b>

## **WORKFORCE**

The following is a summary of reportable workforce data, including Workplace Health and Safety, Employment Status/Distribution, Turnover, and Performance Reporting throughout the reporting period.

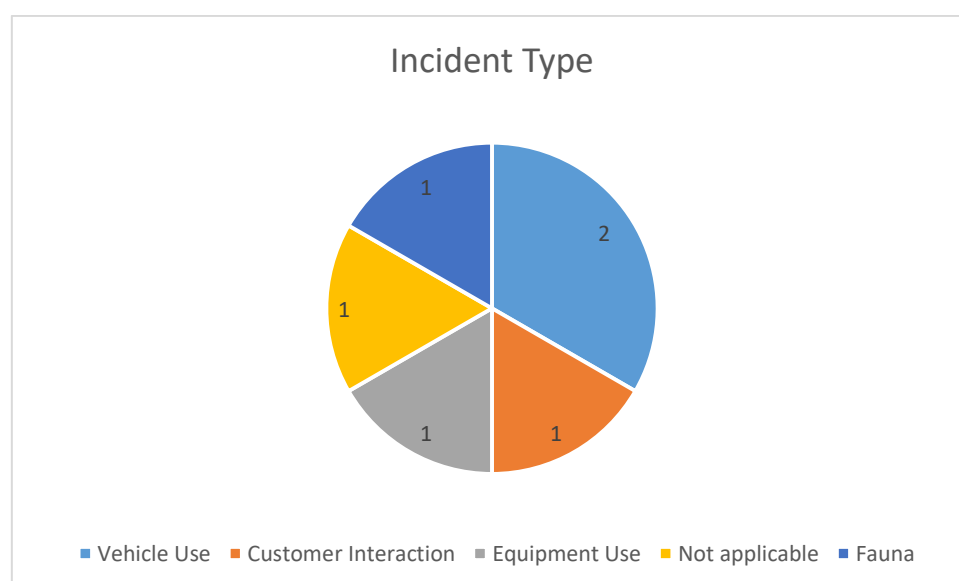
### **23. Workplace Health and Safety**

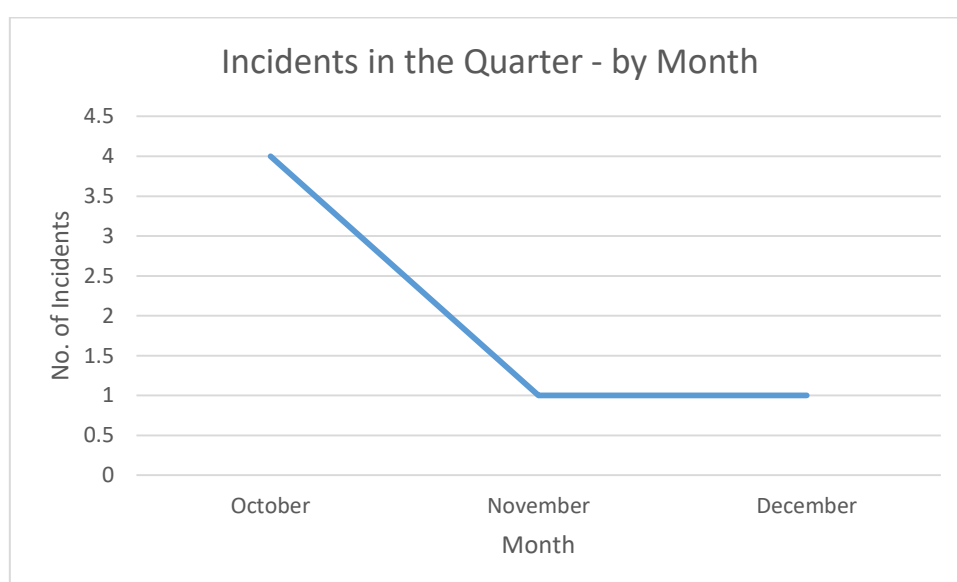
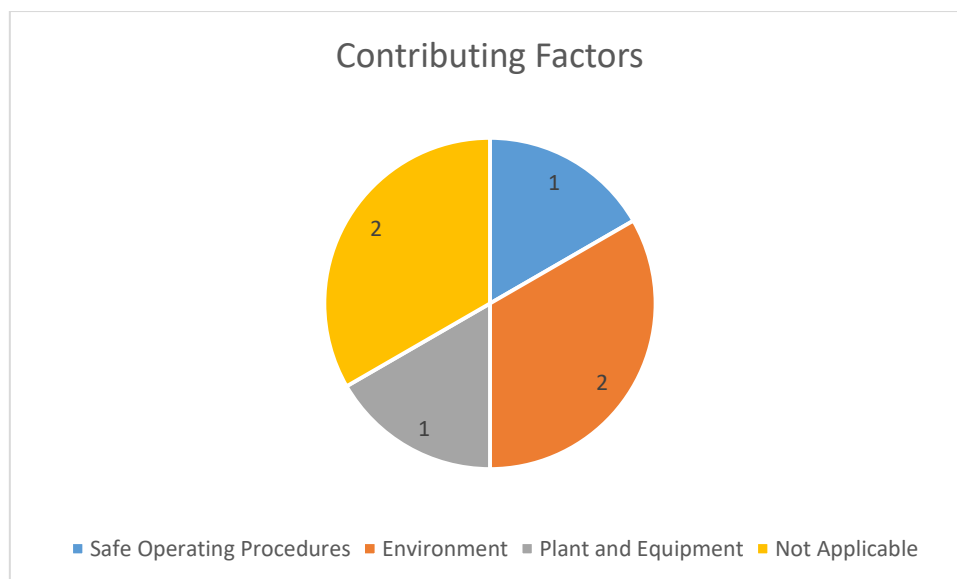
The following is a summary of Workplace Health and Safety Incidents during the reporting period. There were no near misses reported during the quarter.

<b>Workplace Health and Safety Summary</b>	
Incidents reported	6
No investigation required	4
Investigation required	2*
Investigations Completed	1
Corrective Action Plans Completed	1
Corrective Actions completed within 30 days	1
*Incident occurred in quarter, reported after the quarter.	

<b>Investigations</b>	<b>Days</b>
Average completion time	1*
On time completion rate	50%*

<b>Number of statutory reportable incidents</b>	Nil
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## 24. Establishment and Turnover

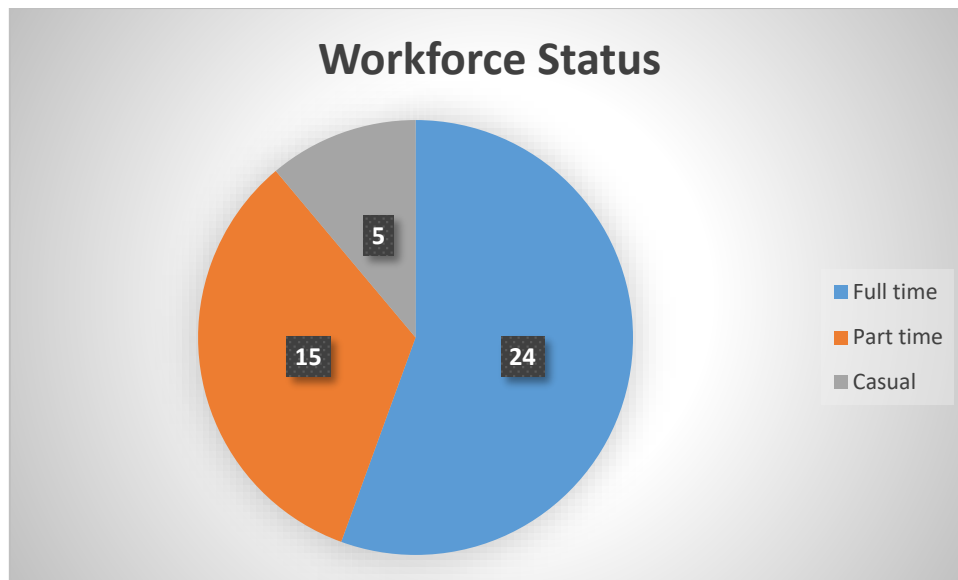
There were 44 employees of George Town Council at the close of the Quarter.

The workforce establishment of George Town Council during the reporting period as approximately 38.5 Full Time Equivalent (FTE) Positions, of which approximately 36 were filled at the end of the quarter. All departures were voluntary.

Staff turnover rate is 2.2%, against a national average of 18%<sup>1</sup>

<sup>1</sup> Turnover and Retention Research Report 2018, Australian Human Resource Institute.

The Distribution of the workforce is as follows:



## 25. Performance Review Compliance

The following table lists the Performance Review compliance by department over the reporting period. This represents the percentage of staff who have undertaken a Performance Appraisal and Reporting process with their management.

Performance Appraisal Status	Percent Complete	Notes
Office of the General Manager	100%	
Corporate and Finance	100%	
Development and Community	100%	
Works and Infrastructure	100%	

## 1.2 OUTSTANDING COUNCIL MOTIONS A/A 31 DECEMBER 2019

Min No.	Date	Motion	Action
<b>PLANNING</b>			
222/19	17/12/19	<b>Application for Adhesion Order – 117 &amp; 119 Bellbuoy Beach Road, Low Head</b> That Council approves the adhesion of land comprised of the Register being Volume 139014 Folio 23 and Volume 139014 Folio 24, and agrees to sign and seal the instrument.	Awaiting signed documentation.
<b>COMMUNITY AND DEVELOPMENT</b>			
262/16	19/10/16	<b>George Town Community Safety Committee – Pedestrian Crossing at the Eastern End of Macquarie Street</b> That Council requests an investigation be undertaken into the provision of a pedestrian crossing at the eastern end of Macquarie Street in preparation for capital works proposals for the next financial year.	Approved in 2017/2018 budget WO1477. To be included in Macquarie Street upgrade concept plans.
103/17	19/04/17	<b>George Town Community Safety Group Committee Meeting held 4<sup>th</sup> April 2017</b> a) That a report be brought to the next Council meeting in respect to a recommendation from the George Town Community Safety Group being: <i>“that the George Town Community Safety Committee recommends to Council that a review of existing disability car parking spaces within the town boundary be undertaken to assess compliance with regulations.”</i>	To be undertaken in conjunction with the review of the Disability Access Policy 2019/2020. To be included in Macquarie Street upgrade concept plans.
154/19	27/08/19	<b>Indoor Aquatic Centre with Associated Facilities</b> That Council as part of the development of a Sports and Recreation Strategy in 2019/2020 give serious consideration for the inclusion of an indoor aquatic centre with associated facilities including but not limited to a gymnasium, squash courts, boxing gym and café.	In progress.
184/19	22/10/19	<b>Community Grants/Assistance – Little Athletics Club</b> That Council gives consideration to providing a Community Grant of \$2,000 to George Town Little Athletics Club to assist with the purchase of a scissor bag, for use when conducting High Jump events for Under 9 to Under 11 athletes during weekly training sessions.	Completed.
185/19	22/10/19	<b>Community Grants/Assistance – TS York Australian Navy Cadets</b> That Council gives consideration to providing a Community Grant of \$1,759 to TS York Australian Navy Cadets for the purchase of a television, computer and printer for their local Unit.	Completed.
186/19	22/10/19	<b>Community Grants/Assistance – Lady Gowrie Tasmania</b> That Council gives consideration to providing a Community Grant of \$2,000 to Lady Gowrie Tasmania to contribute to the funds required for upgrades to their kitchen facilities at the Gordon Square Centre.	Completed.
187/19	22/10/19	<b>Community Grants/Assistance – Star of the Sea</b> That Council gives consideration to providing a Community Grant of \$2,000 to Star of the Sea College to assist with the purchase of equipment for the recreation area in the Secondary School.	Completed.
188/19	22/10/19	<b>Minor Community Events Program &amp; Projects Sponsorship Fund</b> That this motion be deferred to a workshop.	Completed.
201/19	26/11/19	<b>Community Grants/Assistance</b> That Council:	Completed.

Min No.	Date	Motion	Action
		<ol style="list-style-type: none"> <li>Provides a Community Grant of \$2,000 to George Town Little Athletics Club to assist with the purchase of a scissor bag, for use when conducting High Jump events for Under 9 to Under 11 athletes during weekly training sessions.</li> <li>Provides a Community Grant of \$1,759 to TS York Australian Navy Cadets to purchase a television, computer and printer for their local Unit.</li> <li>Provides a Community Grant of \$2,000 to Lady Gowrie Tasmania to contribute to the funds required for upgrades to their kitchen facilities at the Gordon Square Centre.</li> <li>Provides a Community Grant of \$2,000 to Star of Sea College to assist with the purchase of equipment for the recreation area in the Secondary School.</li> </ol>	
202/19	26/11/19	<b>Community Consultation Framework</b> That Council: <ol style="list-style-type: none"> <li>Adopts the Community Consultation Framework; and</li> <li>Makes redundant the Community Consultation Policy No. 13 – Version 3 (Minute Ref 312/13) as it is determined superseded by the Community Consultation Framework.</li> </ol>	Completed.
203/19	26/11/19	<b>Minor Community Events Program and Project Sponsorship Fund</b> That Council: <ol style="list-style-type: none"> <li>Provides sponsorship to the value of \$400 to the George Town Fire Brigade Social Club for the purchase of lollies for its 2019 Lolly Run, to be payable to the George Town Fire Brigade Social Club immediately and receipts to be provided to Council within a fortnight of purchase of lollies.</li> </ol>	Completed.
204/19	26/11/19	<b>Minor Donation Request</b> That Council; <ol style="list-style-type: none"> <li>Donates \$100.00 each to Port Dalrymple School; Star of the Sea College; and South George Primary School, payable upon receipt of invoice from each school.</li> </ol>	Completed.
223/19	17/12/19	<b>Minor Community Events Program &amp; Projects Sponsorship Fund</b> That the report of the Community Development Officer be received and that Council: <ol style="list-style-type: none"> <li>Provides sponsorship of \$1,500.00 to George Town Fire &amp; Rescue, to fund the purchase of Honour Boards for placement in the local George Town Station, giving recognition to the exceptional service of local emergency service volunteers.</li> </ol>	Completed.
<b>WORKS &amp; INFRASTRUCTURE</b>			
084/17	19/04/17	<b>Dalrymple Road Speed Limit</b> <ol style="list-style-type: none"> <li>That council reconstructs Dalrymple Road from East Arm Road to Industry Road to a rural collector standard desirable design speed 100km/h by continuing the recent upgrade works by stages.</li> <li>That Council again contacts the Department of State Growth to request an 80 km/h speed limit be introduced for the road length north of East Arm Road with commencement of the 80 km/h limit relocated to the north as upgrade works are progressed.</li> <li>Consider redesigning the Dalrymple Road/Industry Road junction to provide continuity to Industry Road post the Industry Road upgrade.</li> <li>Install the curve warning signage as listed.</li> </ol> Advance the bridge upgrade works to facilitate upgrading the 15 tonne load limit to 25 tonnes.	In progress.  Completed.  In progress.  Completed. In progress.

Min No.	Date	Motion	Action
136/17	17/05/17	<b>Accessible Car Parking</b> That Council: a) Receives the report from the Manager of Infrastructure and Engineering and notes the report information; and b) Undertakes an audit of Council's existing accessible car parking infrastructure within the George Town boundary to determine compliance with regulations; and c) Develops a priority list with a view to progressively upgrading these assets, according to available funding, resources and needs.	To be considered in potential Macquarie Street upgrade.
156/19	27/08/19	<b>George Town Community Safety Committee – Mount George Road to Bridport Highway Speed Limit</b> That Council write to the Road Safety Branch of Department of State Growth requesting them to consider the viability of the reduction of the speed limit to 80 km along the East Tamar Highway from Mount George Road to beyond the Bridport Highway intersection.	Completed.
197/19	22/10/19	<b>RFT 04/19 Periodic Standing Contracts 01 July 2019 to 30 June 2021</b> <i>As per resolution.</i>	Completed.
200/19	26/11/19	<b>Waste Transfer Station Operation</b> That Council: <ol style="list-style-type: none"> <li>Continue to manage the operations George Town Council Waste Transfer Station;</li> <li>Officers communicate to Council relevant impacts and opportunities resulting from changes in State and Federal waste policy.</li> </ol>	Ongoing.
211/19	26/11/19	<b>Notice of Motion – Tender Summary (Cr Barwick)</b> It is recommended that Council: <ol style="list-style-type: none"> <li>Be provided with a full Tender summary providing details of all tenders, what price tendered, and the weighting matrix at its workshop 10 December 2019; and</li> <li>Receive a report for consideration of decision relating to the tender RFT 06/19 in closed meeting as per regulation 15(2)(d) of the Local Government (Meeting Procedures) Regulations 2015 by way of absolute majority of Council at its December 2019 Ordinary Council meeting.</li> </ol>	Completed.
217/19	26/11/19	<b>Tender Award – RFT05/19 Design and Construct – Dans Creek Bridge Replacement – Bridge No. 826 on Dalrymple Road</b> <i>As per resolution.</i>	Completed.
218/19	26/11/19	<b>Tender Award – RFT07/19 Widening of Bridge No. 2 1537, 1885 and 2040 on Industry Road</b> <i>As per resolution.</i>	Completed.
219/19	26/11/19	<b>Tender RFT 05/19 and RFT 07/19</b> <i>As per resolution.</i>	Completed.
<b>CORPORATE AND FINANCE</b>			
019/15	21/01/15	<b>Council Facilities Future Use and Development – Strategic Development</b> That a) Council approves an extension to the final facilities report completion date sought in minuted resolution 336/14 to reflect Council's intention to review the Strategic Plan 2012-17, and adopt the revised Plan, and b) Council is presented with updated report progress at workshops, with a view to further consideration of timelines at future Council meetings.	Completed.  Further investigations underway regarding options. Draft Master Plan for George Town Sports Complex to be

Min No.	Date	Motion	Action
			presented to Council Workshop in September 2019
249/15	15/07/15	<b>Internal Audit Function</b> That Council receives and endorses the Audit Panel Committee's Recommendation; and (a) Authorises the General Manager to make arrangements with other Council's participating in the Internal Audit Project for the exchange of trained internal audit officers to undertake an internal audit program; and (b) That progress reports regarding internal audit, findings and any recommendations are reported to the Audit Panel for consideration at each meeting of the Audit Panel.	In progress.
134/17	17/05/17	<b>Northern Economic Stimulus Package Proposed Borrowing</b> (a) That Council advises Treasury that it no longer wishes to borrow the funds approved under the Northern Economic Stimulus; and (b) That once design work and community consultation are completed in 2017/2018 Council consider funding the following recreation projects as part of its 2018/2019 budget or via grant funding opportunities as they become available; <ul style="list-style-type: none"> <li>Regent Square playground area, stage two, children's play equipment, landscaping, recreation facilities and landscaping and infrastructure works.</li> <li>Windmill Point upgrade and associated works. Hillwood walking track and recreation area upgrade (Recreation/park area to Hillwood Recreation Ground; Stage one.</li> <li>York Cove beautification and upgrade area works.</li> </ul> and (c) Council requests further information from the relevant Manager in respect to the following projects including scoping, design, costings and risk: <ul style="list-style-type: none"> <li>Goulburn Street - cul de sac;</li> <li>Weymouth – cul de sac/recreation area;</li> <li>Lulworth - stormwater/drainage; and</li> <li>Bellingham - stage two.</li> </ul>	Completed.  In progress.  Windmill Point completed. Hillwood not commenced. York Cove ongoing.  Motion to be discussed at a future workshop.
203/17	19/07/17	<b>Potential Council Land Sales</b> That Council: (a) Authorises the Acting General Manager to apply the processes determined by sections 177 through to 178A of the Local Government Act 1993 (where relevant to the land) to land identified as PID 1931747, 6450301, 1723024, 7888524, 1737346, 2048374. (b) Authorises the Acting General Manager to apply to the holder of the Caveat C774447 and the Land Titles Office for the removal of the Caveat on land identified as PID 6447460 and if the Caveat C774447 is removed, to apply the processes determined by sections 177 through to 178A of the Local Government Act 1993 (where relevant to the land) on the land identified as PID 6447460. (c) Authorises the Acting General Manager to apply the processes determined by sections 177 through to 178A of the Local Government Act 1993 (where relevant to the land) to apply to transfer the land identified as PID 2526022 back to Housing Tasmania under reservation C627696. (d) Authorises the Acting General Manager to apply to TasWater to facilitate the placement of an easement on the land identified as PID 6457933 and at the completion of the easement, apply the processes determined by sections 177 through to 178A of the Local Government Act 1993 (where relevant to the land). (e) Authorises the General Manager to obtain a flora and fauna report for the land identified as PID 2721418.	In progress.
165/19	24/09/19	<b>Six Monthly Financial Budget Review</b> Management present a six monthly financial budget review including operational and capital works to the 28 <sup>th</sup> January 2020 Council meeting.	To be presented January 2020.

Min No.	Date	Motion	Action										
173/19	24/09/19	<p><b>George Town Airstrip, 119 Soldier Settlement Road – Notice of Intention to Sell Land</b> Subject to rescindment of resolution 141/19;</p> <p>That the Council, in respect to its intention declared at the 21 November 2018 Council meeting to sell public land known as George Town Airstrip at 119 Soldier Settlement Road (PID1890690) in accordance with Section 178 Local Government Act 1993 and having considered all objections lodged during the 21 day public notification period, resolves to:</p> <p>1. (a) Include in its tender document under Section 28 the conditions that</p> <ul style="list-style-type: none"><li>the land remain as an airfield in perpetuity,</li><li>the land provides for emergency service access in perpetuity, and</li><li>a Part 5 Agreement to these conditions be added as an annex to the tender document, and</li></ul> <p>(b) Include the selection criteria matrix, in addition to price, to be addressed within the tender document</p> <table border="1"><tr><th colspan="2">Tender Consideration Weighting Criteria – Sale of George Town Airport</th></tr><tr><td>Local Economic Benefit</td><td>40%</td></tr><tr><td>Development Timeframe</td><td>20%</td></tr><tr><td>Recreational and Community Considerations /Provision</td><td>40%</td></tr><tr><td><b>Total</b></td><td><b>100%</b></td></tr></table> <p>and</p> <p>(c) Sell the land by an open public tender process that is open for a period not less than 21 days from the first public notification of the tender process and such results tabled at a closed Council meeting to resolve the preferred purchaser.</p> <ul style="list-style-type: none"><li>But such tender process to be delayed until objectors are informed of the decision and appeal process and any appeal resolved in accordance with S178A Local Government Act 1993.</li></ul>	Tender Consideration Weighting Criteria – Sale of George Town Airport		Local Economic Benefit	40%	Development Timeframe	20%	Recreational and Community Considerations /Provision	40%	<b>Total</b>	<b>100%</b>	Completed.
Tender Consideration Weighting Criteria – Sale of George Town Airport													
Local Economic Benefit	40%												
Development Timeframe	20%												
Recreational and Community Considerations /Provision	40%												
<b>Total</b>	<b>100%</b>												
183/19	22/10/19	<p><b>Audit Panel – Appointment of Independent Member</b> That Council confirms the appointment of Mr Steven Hernyk, as the serving Independent Chairperson of the Audit Panel for a term of one year expiring 31 October 2020.</p>	Completed.										
GENERAL MANAGER													
350/12	19/12/12	<p><b>Landscape Management Plan Regent Square</b> That Council recognises the sentiment of the motion and resolves to consult with the whole community in developing and adopting a landscape management plan for Regent Square that promotes the heritage values in harmony with the visual and environmental values and the cultural public use aspects of the Square.</p>	In progress. Part of a review of Draft Master Plan.										
339/14	15/10/14	<p><b>Notice of Motion – Council Layout</b> Any changes to the operation and or layout of the Council Offices and Council Chambers be submitted to and approved by Council prior to implementation.</p>	Motion to be discussed at a future workshop.										
071/15	18/02/15	<p><b>Light Industrial Subdivision</b> That the facilitation of an extended Light Industrial Subdivision be investigated by Council Officers and a brief presented to an elected members workshop.</p>	Included in the draft Bell Bay Structure Plan which has not yet been adopted. Officers are seeking to revisit the plan for adoption by Council.										

Min No.	Date	Motion	Action
072/15	18/02/15	<b>Extension of South Street</b> That a report on the extension of South Street eastward to Old Bell Bay Road adjacent to the Council Depot and Thompson Avenue precinct be investigated and a brief presented to an elected members workshop.	In Progress. Included in the Bell Bay Structure Plan.
110/15	18/03/15	<b>Economic Development</b> 1. That Council receive and acknowledge the information contained in this report. 2. That Council continue their efforts to facilitate and participate with key stakeholders towards furthering an economic prospectus initiative to outline the opportunities for economic, social and liveability development investment in this scenic and beautiful area of Tasmania. 3. That Council progress these discussions with our political representatives and their agencies, private enterprises and our local community organisations.	Completed.  Ongoing.  Ongoing.  Marketing/branding exercise to be undertaken in 2019/2020
319/15	19/08/15	<b>Local Government Reform</b> That Council: 1) Receive and note the information presented in this report; and 2) Agree to collaborate with participating Northern Councils to undertake a benchmarking process involving Councils in northern Tasmania which establishes a standardised evidence base providing data on both quantitative and qualitative aspects of operations and which additionally identifies from the data areas of potential for resource sharing and other collaboration between the Councils; and 3) Authorise the Mayor and General Manager to participate in these investigations and projects as outlined and in accordance with Council's resolutions; and 4) That George Town Council will continue to participate in the benchmarking/shared services investigation project with the four panel members as outlined or an expanded panel as agreed with the State Government and participating Councils.	Completed.  In progress.   In progress.  Completed.
157/16	15/06/16	<b>Notice of Motion – Policy No. 17 Disability Access Policy</b> That General Manager bring to the next workshop of Council, Council Policy No. 17 disability access policy, and that this policy be workshopped with the staff on a whiteboard before going to the Council table for adoption by council.	In progress.
263/17	20/09/17	<b>Local Government Reform – Northern Region Shared Services</b> That Council: 1. Receive the Northern Tasmanian Councils – Shared Services Study Report prepared by KPMG; 2. That Council agrees to participate in the establishment of governance arrangements to the agreed outcomes of the Report; 3. Where financially and practically able, consider participation in the Shared Services Study Implementation plan process and undertake shared initiatives at a whole-of-region or sub-regional level; and 4. Notify the Minister for Local Government of Council's consideration of the study.	In progress.
024/18	21/02/18	<b>Potential Council Land Sales</b> (a) Retain Lot 501 Woolcock Court (PID 7888524) until it becomes known how the surrounding land owned by DHHS is to be developed.	Completed.
025/18	21/02/18	<b>Potential Council Land Sales</b> That the following items be deferred to a workshop: (b) Sell Gerzalia Drive (PID 1737346) with proceeds from the sale to be invested into public open space within the community; (c) Sell 15 Riverleads Drive (PID 1723024) with proceeds from the sale to be invested into public open space within the community; (d) Offer for sale 30 Davies Street (PID 6450301) to adjoining land owners only due to the existing access issues and limited use as standalone parcel of land;	In progress.

Min No.	Date	Motion	Action
		(e) Sell 241 Agnes Street (PID 1931747) with proceeds from the sale to be invested into public open space within the community; (f) Offer for sale Gerzalia Drive (PID 2048374) to adjoining land owner due to limited development opportunity; (g) Offer for sale Gerzalia Drive (PID 1737346) with proceeds from the sale to be invested into public open space within the community.	
045/18	21/03/18	<b>Potential Council Land Sales</b> That the Council investigates an amalgamation of the titles of Gerzalia Drive (PID 2048374) to the adjoining land under private ownership.	In progress. Officers have written to surround land owners seeking an expression of interest in purchasing adjoining land.
046/18	21/03/18	<b>Development of Public Open Space Policy</b> That Council discuss a Public Open Space Policy to formalise Council's position on future developments at the next available workshop.	In progress.
139/18	19/09/18	<b>George Town Community Safety Committee – Macquarie Street Speed Limit</b> That Council write to the Road Safety Branch of Department of State Growth requesting them to consider the viability of the reduction of the speed limit to 40 km along Macquarie Street and report to the George Town Community Safety Committee on the outcome.	Completed.
182/18	21/11/18	<b>Regent Square Playground</b> That Council, in respect to the Regent Square Play Ground Project, resolves: (a) To deliver the project in two stages with stage 1 within the FY 2018/19 and stage 2 also within the FY 2018/19 should funding sources be raised or alternatively referred to the FY 2019/20 budget for consideration. The stages are as shown in the plan enclosed as <u>Attachment 5</u> . (b) That in accordance with Regulation 27 clause ix of the Local Government (General) Regulations 2015 that a public tender process is not undertaken for the purchase of the items of play equipment identified as items 1 – 6 and 10 – 12 inclusive in <u>Table 1</u> above (items listed in stage 1), given extenuating circumstances and unavailability of competitive tenders. Such purchase shall be in accordance with a quote received from the supplier 'Adventure+' dated 15 June 2018 enclosed as <u>Attachment 6</u> . Should stage 2 be undertaken in FY 2018/19 then the items mentioned above shall also include items 7, 8 & 9 in <u>Table 1</u> above (items listed in stage 2). (c) That the projects identified in the FY 2018/19 Budget, as shown in <u>Table 2</u> above, be abandoned and such funds transferred to the Regent Square Playground project stage 1 and (d) That the income from the sale of public open space land (Agnes Street, Davis Street and Riverleads Drive) be allocated to fund construction of stage 2 works.	In progress.
183/18	21/11/18	<b>Social Housing</b> Given the above it is recommended that the Council inform Catholic Care that: (a) That the Council support in-principle an investigation into a joint venture to provide social and/or affordable housing; and (b) The stock of Council owned land as resolved by the Council for disposal at its July 2017 meeting, except for 241 Agnes Street, 30 Davis Street and 15 Riverleads Drive, be assessed for suitability as affordable housing lots. Should lots be identified as suitable then a further Council workshop report be presented for discussion; and (c) Housing Tasmania has a significant number of urban sized housing allotments within 2 subdivisions (although not conveniently located to business, community and community services) and 9 individual housing lots (likely to be suitable for social and/or affordable housing).	In progress.
008/19	22/01/19	<b>Low Head Rookeries – 15 October 2018 Penguin Attack</b> That the Council, in respect to the 20 December letter and recommendations tabled by the Parks and Wildlife Services on the Little Penguins attack at the Low Head Rookeries on 15 October 2018, resolves to:	In progress.  Officers have attended multiple

Min No.	Date	Motion	Action
		<ol style="list-style-type: none"> <li>1. Work collaboratively with Parks and Wildlife on the implementation of the recommendations with their letter.</li> <li>2. In the establishment of the 'Friends of Low Head Penguins' group that a member be an elected Councillor.</li> <li>3. That the 'Friends of Low Head Penguins' group be requested to input into the following suggestions: <ol style="list-style-type: none"> <li>a. Declaration of an area protected by a Section 19 (Dog Management Policy) Declaration.</li> <li>b. The desirability of gate-way signage at the start of the peninsula.</li> <li>c. Any radical approach to reduce risk to Penguins including exclusion of domestic pets from the protected areas.</li> </ol> </li> </ol>	meetings with P&W and interested group. Friends of Low Head Penguin Group seeking to become branch of Wildcare Australia
009/19	22/01/19	<b>92-96 Main Road, George Town – Agreement to Lease Land to CMCA</b> That the matter be deferred pending further advice on the matter.	Completed.
026/19	19/02/19	<b>George Town Council – Priority Advocacy Projects</b> <ol style="list-style-type: none"> <li>1. Selects the Draft Regent Square Master Plan (not inclusive of the Macquarie Street upgrade proposal) and the George Town Mountain Bike Trail for the purposes of advocating for full federal funding from the major parties contesting the pending federal election;</li> <li>2. Pursues funding for the Glen Road and Dalrymple Road upgrades as a combined project; and</li> <li>3. Continues to source funding by way of grants for the implementation of all of its priority projects.</li> </ol>	<p>Funding achieved for Regent Square and Mountain Bike Trail.</p> <p>Ongoing.</p> <p>In progress. Funding achieved towards George Town Football Oval lights and paths.</p>
109/19	25/06/19	<b>Inclusion of Quarterly Corporate and Financial Reports in Council Agenda</b> That the matter be deferred to a workshop for further discussion.	Completed.
112/19	25/06/19	<b>Report on Trial of Hard Waste Options</b> That Council holds two free waste weekends for residents and rate payers of the George Town Municipality with the Saturday being free hard waste only and the Sunday being free green waste only at Pipers River and George Town Waste Transfer stations during the 2019/2020 financial year.	Completed.
113/19	25/06/19	<b>Request for Annual Contribution – Just Cats</b> That Council: <ol style="list-style-type: none"> <li>1. Does not support an annual contribution of \$10,000 to Just Cats Tasmania.</li> <li>2. Council discusses the development of its own cat management practices at an upcoming workshop.</li> </ol>	To be workshopped.
169/19	24/09/19	<b>Great Regional City Challenge Trial</b> That Council: <ol style="list-style-type: none"> <li>1. provide a financial contribution of \$2,120 to Community Led Impact Partnerships Pty Ltd (CLIP) for the delivery of a <i>Great Regional City Challenge</i> trial until 30 June 2021; and</li> <li>2. a comprehensive report be provided from CLIP to all funding partners at the completion of the trial fully outlining the details of the challenge and assessing whether the project objectives have been achieved.</li> </ol>	In progress.
191/19	22/10/19	<b>2018/2019 Annual Report</b> That Council adopts the 2018/2019 Annual Report.	Completed.

Min No.	Date	Motion	Action
192/19	22/10/19	<b>Proposal for the George Town Council Reconciliation Action Plan</b> a) That Council supports pursuing reconciliation with the Aboriginal community; and b) Defers the creation of a reconciliation plan to be included in the next budget which will enable opportunity for further consultation.	Completed.  In progress.
193/19	22/10/19	<b>George Town Community Safety Group Committee Meeting</b> That Council:  1. Accept the minutes of the George Town Safety Group Committee meeting of 3 <sup>rd</sup> September, 2019 as an accurate record of that meeting. (Attached)  2. That Council appoint Cr Barraclough as Deputy Chair for the George Town Safety Group Committee meeting.  3. The requirement for a police check as per the Terms of Reference for the George Town Safety Group Committee members be referred to the 2020/2021 Budget deliberations.  4. Include in the Committee's Terms of Reference: Should the Chair and Deputy Chair be unavailable at a meeting, the members of the George Town Safety Group Committee can nominate a Chair from those members present.  5. Accept the removal from the Terms of Reference "a position on the Committee will be declared vacant if that position has three consecutive absences without having been excused"; and 6. Change from "A quorum shall be 50% of the membership of the Committee plus one" to "A quorum shall be four (4) members plus the Chair."	Completed.
207/19	26/11/19	<b>Council Representation at the National Economic development Awards</b> That Council note the report from the General Manager on the National Economic Development Awards and Gala event.	Completed.
208/19	26/11/19	<b>Quarterly Report 1<sup>st</sup> July – 30<sup>th</sup> September, 2019</b> That Council  1. Receives the George Town Council Quarterly Report 1 <sup>st</sup> July 2019 – 30 <sup>th</sup> September 2019; and 2. Provides public access to the report as Council's ongoing good governance.	Completed.
209/19	26/11/19	<b>Council Meeting/Workshop Schedule – 2020</b> That Council:  1. Endorse the proposed meeting and workshop schedule option 4 as circulated in Table One of this report; and 2. Publish in a daily newspaper, or in a prescribed newspaper, circulating in the relevant municipal area a notice containing the times and places of the ordinary council meetings for the 2020 calendar year in accordance with resolution 1.	Completed.
210/19	26/11/19	<b>Policy Governance Framework Proposal</b> That the Policy Governance Framework Proposal be taken to a workshop.	Completed.
212/19	26/11/19	<b>George Town Community Safety Group Committee Meeting</b> That Council:  1. To accept the minutes of the 1 <sup>st</sup> October, 2019 as an accurate record of that meeting (attached).	Completed.

Min No.	Date	Motion	Action
		<ol style="list-style-type: none"> <li>That the Committee request that Council replace the wine/beer glasses in the Memorial Hall with glasses that comply with RSA requirements.</li> <li>That Council provides the Safety Committee meeting with the overdue sharps audit report for the next meeting.</li> <li>That the Committee request that Council writes to the Minister for Police, Fire and Emergency Management to alert them to issues of speeding in George Town municipal area and to consider an increase of police presence.</li> </ol>	
214/19	26/11/19	<b>George Town Placemaking Committee Terms of Reference</b> That this Placemaking Committee Terms of Reference be discussed at the next workshop.	Completed.
226/19	17/12/19	<b>Proposed Lease of Part of the George Town Sports Complex by the Campervan and Motorhome Club of Australia (CMCA) for Establishing an RV Park</b> That Council: <ol style="list-style-type: none"> <li>Does not support leasing land located at the George Town Sports Complex to Campervan and Motorhome Club of Australia Ltd (CMCA) at this point time.</li> </ol>	Completed.
227/19	17/12/19	<b>Northern Tasmania Development Corporation Ltd (NTDC) – Final Regional Economic Development Strategy (REDS)</b> That Council endorse the final Regional Economic Development Strategy (REDS) as provided by Northern Tasmania Development Corporation (NTDC) Ltd taking into account the changes as requested by Council Members and Stakeholders (listed in the appendix).	Completed.
228/19	17/12/19	<b>Policy Governance Framework Proposal</b> That Council: <ol style="list-style-type: none"> <li>Rescind Policy No. 9 Policy Development, Approval and Review;</li> <li>Adopt the George Town Council Policy (GTC 12), <i>Policy Governance</i>; and</li> <li>Approves the proposed redistribution and authorisations for current policies.</li> </ol>	Completed.
232/19	17/12/19	<b>Tender Assessment – Sale of George Town Airport</b> <i>As per resolution.</i>	Completed.
233/19	17/12/19	<b>Tender Assessment – Sale of George Town Airport</b> That Council release the resolution of 18.3 Sale of George Town Airport including the voting to open public:  <i>“That Council;</i> <ol style="list-style-type: none"> <li><i>Do not accept any tender received as part of tender process RFT-06/19 Sale of George Town Airport;</i></li> <li><i>Retains the public land known as George Town Airstrip at 119 Soldier Settlement Road (PID1890690);</i></li> <li><i>Considers an appropriate allocation as part of the 2020/2021 budget process, for the purposes of engaging the services of an appropriately qualified aviation expert/s to prepare a report to Council that:</i> <ol style="list-style-type: none"> <li><i>demonstrates how the site can accommodate through Council or third-party airport management arrangements:</i> <ol style="list-style-type: none"> <li><i>aviation related recreational pursuits</i></li> <li><i>aviation and tourism related commercial development</i></li> </ol> </li> </ol> </li> </ol>	Completed.

Min No.	Date	Motion	Action
		<p>III. <i>light industry development including aviation related mechanical services</i></p> <p><b><u>VOTING</u></b></p> <p><i>For: Cr Kieser, Cr Barraclough, Cr Brooks, Cr Dawson, Cr Harris, Cr Michieletto, Cr Mason, Cr Parkes,</i></p> <p><i>Against: Cr Barwick"</i></p> <p><b>CARRIED 8/1</b></p>	



George Town Audit Panel  
Outstanding Actions as at 9<sup>th</sup> December 2019

Meeting Date	Action	Responsibility	Status
03.12.2019	The Tas. Audit Office benchmarking document to be presented to the next audit Panel meeting.	MCS&F	To be presented at the next Audit Panel meeting.
03.12.2019	The Integrity Commission to provide provided to Councillors and staff.	MCS&F	In progress.
03.12.2019	A copy of the risk register to be provided to Cr Mason.	MCS&F	Completed.
03.12.2019	That an update be provided to the Audit Panel meeting on Work Health and Safety at each Panel meeting.	MCS&F	Listed on the agenda for each Audit Panel meeting.



# Action Performance And Timeframe Report - Standard

George Town Council

camms**strategy**

Print Date: 08-Jan-2020

**Applied Filters**

**Date Select: 01-Oct-2019 - 31-Dec-2019**

**Hierarchy: ORG Hierarchy**

**Hierarchy Level: Organisational**

**Hierarchy Node: Organisation**

**Action Filter: All**

## ACTION SUMMARY

BY PERFORMANCE

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**2** OFF TRACK

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**1** MONITOR

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**45** ON TRACK




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**0** NO TARGET SET

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Action	Responsible Officer	Start Date	End Date	% Complete	Performance	Progress Comments
1.1.3.2 In partnership with NTDC implement Population Strategy initiatives including the development of a Welcome/Settlement Strategy	Meagan Bennett - Manager Liveable & Connected Communities	01-07-2019	30-06-2020	50	 GREEN	<p>1. Council is working with NTDC re MAKE IT TASMANIA web content initiatives (reviewed the website and gave lengthy feedback) for the municipality - Make it Tasmania which is a key promotional driver for the Northern Tasmania Population Strategy.</p> <p>2. Advised NTDC a list of new migrant municipal residents to contact for interviews as part of attraction strategy.</p> <p>3. Manager Liveable &amp; Connected Communities is member of the NTDC Population Advisory Group</p>
1.2.2.2 Partner with KEEN to explore local employment initiatives.	David Richardson - Manager Works & Infrastructure	01-07-2019	30-06-2020	50	 GREEN	Council has engaged KEEN partners to employ skilled short term appointments and has also employed a Horticultural Apprentice using the KEEN program.
1.4.1.2 Develop and implement a marketing strategy that considers municipal identify, branding, population, tourism and investment attraction.	Meagan Bennett - Manager Liveable & Connected Communities	01-07-2019	30-06-2020	50	 GREEN	<p>Bell Bay Hydrogen Prospectus has been updated and to be relaunched by Minister Guy Barnett in China.</p> <p>FILT has received \$1M from Premier and additional \$350k from Collective Ed. to continue Community Pride (municipal branding) and other Strategic Growth Initiatives</p> <p>World Café has concluded with results to inform Interpretation Strategy, Ten Year Strategic Plan, Rating Strategy, Sports &amp; Recreations Strategy, Community Pride and Place Making Initiatives.</p> <p>Manager Liveable &amp; Connected Communities is member of NTDC Population Taskforce.</p> <p>Draft Events Strategy to be</p>

						presented to Council in Q3, recruitment of Art, Culture & Experience Officer to occur in Q3
1.4.1.3 Commence a marketing strategy for the mountain bike trail.	Meagan Bennett - Manager Liveable & Connected Communities	01-07-2019	30-06-2020	1		The GT MBT funding agreement doesn't have an allowance for marketing - a submission will be made to the 20/21 budget. Officers will also identify any other funding opportunities that maybe available through Tourism Tasmania and potential sponsorships.
1.4.2.2 Participate in the review of the Greater Launceston Transformation Project.	Shane Power - General Manager	01-07-2019	30-06-2020	25		GM is member of Community and Business Advisory Group (CBAG) to the Launceston Sister City Deal and member of the Greater Launceston Transformation Project Steering Group. The formal review of the city deal will commence in Q3 however CBAG have commenced its review.
1.4.2.3 Maintain participation in George Town Chamber of Commerce.	Meagan Bennett - Manager Liveable & Connected Communities	01-07-2019	30-06-2020	50		<p>The General Manager attends Chamber of Commerce meetings on a regular basis providing a conduit between the local business community and Council.</p> <p>Marketing &amp; Engagement Business Partner:</p> <p>a. Developed a business mentoring program in collaboration with George Town Chamber of Commerce to assist businesses in the community and look at opportunities</p> <p>b. Engaged Tourism Tasmania's Director of Marketing to come to George Town in February 2020 to hold a forum with municipality business owners re the tourist economy, opportunities, leveraging off Tourism Tas branding to attract people to their businesses,</p>

						<p>experience tourism and what our businesses could be doing better, look for opportunities, preparing for the MBT</p> <p>c. In the process of updating the Discover Tasmania website with relevant and accurate information for the region.</p> <p>d. Attending meeting on request</p>
1.4.3.1 Continue to participate in the Bell Bay Advanced Manufacturing Zone sub-committee.	Shane Power - General Manager	01-07-2019	30-06-2020	50	 GREEN	<p>The General Manager continues to attend and participate in Bell Bay Advanced Manufacturing Zone Sub Committee meetings including acting as chair when requested. The GM has also participated in a number of initiatives including representation at national economic development awards, connecting IoT in school programs with industry, collaboration on local capital works programs and job programs and has made ministerial (state and federal) representations with the Mayor regarding the future of South 32 at Bell Bay. Advocacy efforts have contributed to the State having identified Bell Bay as the preferred hydrogen precinct for Tasmania resulting in the development of a revised Bell Bay Hydrogen Prospectus launched in China by Minister Barnett in December. The TasInvest Bell Bay Industrial Precinct prospectus has also been updated and the GM and Mayor continue to meet and encourage prospective proponents to establish at Bell Bay.</p>
2.2.2.2 Develop and implement a marketing and promotion approach for events and festivals that showcase the municipality and value adds to the	Meagan Bennett - Manager Liveable & Connected Communities	01-07-2019	30-06-2020	35	 GREEN	<p>Council has officer/s regularly attend DAP meetings to ensure collaborative efforts are made in the</p>

## Destination Action Plan.

marketing and promotion of events and festivals.  
DRAFT Sponsorship Policy presented to Council at December workshop which aims to maximise exposure for the region when sponsoring and partnering events  
Identified multiple possibilities for larger events to increase intra and interstate visitation in the region (framework presented to Council in December)  
TARGA negotiations have concluded with TARGA deciding not to have GT as part of the event moving forward. This makes funding available for a different event that can deliver greater ROI for the municipality. Events Strategy being revised Q3. Arts, Culture & Experience Officer being recruited Q3

2.3.1.2 Review and implement full user agreements with all community groups and sporting clubs that use Council's facilities that improve the user experience, meet contemporary expectations of the groups, protect Council's assets and empower the user/community groups.

Cheryl Hyde - Manager Corporate Services & Finance

01-07-2019

30-06-2020

50



Draft user agreements have been presented to Council at workshop. Consultation with user groups to occur in Q3

2.3.2.6 Following appropriate consultation; adopt the draft George Town Sports Complex Master Plan.

Rex Cassidy - Manager Development & Environment

01-07-2019

30-06-2020

15



Consultant has been engaged to develop Sports & Recreation Strategy and George Town Sports Complex Master Plan. Initial consultation has occurred as part of World Café.

2.3.2.7 Develop and implement Sports & Recreation Strategy

Rex Cassidy - Manager Development & Environment






01-07-2019





30-06-2020



25












Consultant has been engaged to develop Sports & Recreation Strategy and George Town Sports Complex Master Plan. Initial consultation has occurred as part of World Café and site inspections have occurred.






2.3.2.8 Revise the Disabled Access Policy	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	25	 GREEN	Draft is currently being reviewed, with a number of external publications having been researched. Draft is scheduled for presentation to Council at workshop in Q3
2.4.1.3 Consolidate relevant youth focused documents of Council into a single action plan/policy that drives a consistent and continual approach to developing youth within our region.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	0	 RED	not yet commenced. Youth Officer has resigned.  Discussions to occur with Council in Q3 with regard to provision of ongoing youth development services
2.4.1.4 Provide opportunities for young people to assist with the design and implementation of community events.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	0	 RED	not yet commenced. Youth Officer has resigned.  Discussions to occur with Council in Q3 with regard to provision of ongoing youth development services
2.7.1.5 Continue to support the George Town Community Safety Committee.	Louise Dickenson - Executive Support and Governance Officer	01-07-2019	30-06-2020	50	 GREEN	The Office of the General Manager continues to provide administrative and governance support to the George Town Community Safety Committee.
3.1.1.6 Further explore options for recycling services and FOGO services including a rigorous education program relating to recycling.	David Richardson - Manager Works & Infrastructure	01-07-2019	30-06-2020	50	 GREEN	Recommended to exercise extension option of existing kerbside collection service discussed with Council at workshop. Report to Council scheduled for Q3. GM has been elected Chair of the NRWVG. Workplan for NRWVG for 2020 to include increased education sessions at GT primary schools. Budget allocation for FoGo investigations to be prepared as part of 20/21 budget process. Specification for new kerbside collection services contract currently being developed.







3.1.1.7 Partner with Tamar NRM on tree planting programs.	David Richardson - Manager Works & Infrastructure	01-07-2019	30-06-2020	35	 AMBER	Manager Infrastructure & Works currently developing program for Tamar NRM for potential sites and resident tree provision programs.
3.1.2.2 Partner with Parks & Wildlife Services, Low Head Progress & Heritage Association and the community in general to develop and implement sustainable management practices and infrastructure to provide maximum protection of local wildlife from domestic and introduced feral animals.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	50	 GREEN	This partnership is underway with Council's Manager Development and Environment attending the Low Head Wild Care Group's (Friends of Low Head Penguins) meetings and participating in discussions and planning with the group. The replacement of fencing along Council leased land adjacent to the Pilot Station is being programmed in consultation with PWS to avoid penguin nesting period.
3.2.2.4 Develop a Heritage Site Strategy for all known heritage sites within the municipality.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	30	 GREEN	Consultant has been appointed with work well advanced on an Interpretation Strategy (inclusive of heritage strategy) with multiple consultations and research and a presentation to Council at workshop in December. A draft Strategic Frameworks and Themes has also been reviewed by the management team.
3.2.2.5 Record, respect and celebrate (where appropriate) cultural assets and stories within the municipality.	Meagan Bennett - Manager Liveable & Connected Communities	01-07-2019	30-06-2020	50	 GREEN	<p>Consultant has been appointed with work well advanced on an Interpretation Strategy (inclusive of cultural assets) with multiple consultations and research and a presentation to Council at workshop in December. A draft Strategic Frameworks and Themes has also been reviewed by the management team.</p> <p>Additionally attendance at local events to learn and engage a) indigenous community members</p>




						<ul style="list-style-type: none"> <li>b) areas with significant cultural heritage and values</li> <li>c) historical society members</li> <li>d) develop a greater understanding regarding the European history and its significance at a local, state and national level</li> <li>e) Attending events held by local community groups, as well as others like Landcare, Parks and Wildlife and Tamar NRM to gather information and knowledge to compile a comprehensive list of opportunities to celebrate cultural heritage and assets</li> <li>f) Support of Mannalargenna Day - bus of local community members/Councillors and staff attended events</li> <li>g) Regent Square Stage 2 development sought aboriginal elders consultation regarding the updated design post community consultation for the indigenous design inputs.</li> <li>h) RAP proposal presented to Council</li> <li>i) Presentation to Council workshop Annie Reynolds - Palawa Kani language program (dual naming)</li> </ul>
4.1.1.10 Prepare an integrated Asset Management Plan that includes all of Council's asset classes.	David Richardson - Manager Works & Infrastructure	01-07-2019	30-06-2020	100	 GREEN	Integrated Asset Management suite of documents including strategy, policy and plans adopted by Council and implemented by officers.
4.1.1.11 Implement Council's capital works program including renewals of existing assets in line with contemporary asset management principles and Council's long-term financial plan with the aim of achieving 85% completion.	David Richardson - Manager Works & Infrastructure	01-07-2019	30-06-2020	50	 GREEN	62% of program complete, (excluding Regent Square Redevelopment and Mountain Bike Trail) with 88% of works completed within budget as at 31/12/19. Council has awarded significant




						contracts in December for Bridge works scheduled to commence in Q3.
4.1.1.12 Review operating mode of Council's Waste Transfer Station.	David Richardson - Manager Works & Infrastructure	01-07-2019	30-06-2020	100		Council in November resolved:  1. Continue to manage the operations George Town Council Waste Transfer Station; 2. Officers communicate to Council relevant impacts and opportunities resulting from changes in State and Federal waste policy.
4.1.4.3 Continue to upgrade access infrastructure at Council facilities.	David Richardson - Manager Works & Infrastructure	01-07-2019	30-06-2020	50		Program is underway with a number of projects having been completed.
4.1.5.4 Continue to provide an efficient animal control service promoting the amenity and safety of the community and animal welfare through maintaining current service levels.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	50		Officer's are currently reviewing animal control services following the resignation of the Ranger. Manager Development and Environment has also developed a responsible dog ownership education program which was launched across various media platforms in December. Performance of regulatory services is also included in quarterly performance reports to Council and made publicly available.
4.1.5.5 Continue to work with other levels of government to develop better cat management outcomes.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	75		This is well progressed with Council's Manager Development & Environment actively involved in the development of a Northern Region Cat Management Strategy that will have it's first draft presented to a Council Workshop early in 2020. Council have received briefing on cat (and dog) management legislation proposed changes and status update

						of Northern Region Cat Management Strategy in November
4.1.5.6 Develop user friendly advice and guidance material that is readily available and understandable.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	75	 GREEN	Manager Development and Environment has also developed a responsible dog ownership education program which was launched across various media platforms in December.
4.1.5.7 Build on our relationships with other levels of government in managing the risks to wildlife, such as penguins.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	50	 GREEN	Manager Development & Environment continues to work with Parks & Wildlife Services and the Friends of Low Head Penguins Colony on local conservation initiatives. Council's EHO is collaborating with the Tamar Estuary & Esk River project team on marine health programs.
4.1.5.8 Encourage healthy activity in the promotion of our region as a destination for taking a dog for a walk.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	75	 GREEN	Improved access to dog friendly sites has been updated on Council website  Manager Development and Environment has also developed a responsible dog ownership education program which was launched across various media platforms in December.
4.1.6.44 Continue to promote, implement and monitor public health standards through maintaining current service levels.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	50	 GREEN	this is an ongoing task that is continually being managed and reported on.
4.1.6.45 Continual improvement of our services through policy and procedural review.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	50	 GREEN	Council at its December meeting adopted new policy framework delineating Council and operational policies. Policies and procedures continue to be reviewed with many to be presented to Council in Q3 and

						Q4.
4.1.6.46 Acting in a timely manner on reports of environmental health concerns.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	50		this is occurring in a timely and efficient manner and is reported to Council (and public) as part of Quarterly (and Annual) Performance Reports
4.1.8.1 Continuing to provide a high level of public awareness, education and guidance of building health and safety matters.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	50		This is an ongoing role that is performed by councils EHO, Building Surveyor and Permit Authority Manager Development & Environment released support material following closure of local surveying provider.
4.1.8.2 Acting in a timely manner on reports of buildings, or building uses, that involve possible health concerns.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	50		This is an ongoing task that is reacted upon as and when required with breaches reported on our system and managed in accordance with the relevant legislation and good practice
4.2.2.3 Develop and implement a modern and engaging policy that encourages existing businesses to expand their services, encourages the outdoor eating culture and market type feel of a vibrant town.	Meagan Bennett - Manager Liveable & Connected Communities	01-07-2019	30-06-2020	50		Draft design for Regent Square Master Plan as presented to Council in December, provides for market spaces, pop up restaurants and multiple spaces for outdoor eating. The development of the Macquarie Street Precinct Plan scheduled to commence in Q3 will also provide for outdoor eating.
4.2.2.4 Develop a Municipal Land Use Strategy that includes Precinct Structure Plans.	Rex Cassidy - Manager Development & Environment	01-07-2019	30-06-2020	50		This has commenced with a consultant appointed to assist in review of the Hillwood Structure Plan. The development of the George Town Structure Plan to commence in Q3. The development of Local Planning Provisions is well progressed with Council having been briefed on

						multiple occasions.
4.2.2.5 Review asset management framework to ensure responsible and sustainable asset management.	David Richardson - Manager Works & Infrastructure	01-07-2019	30-06-2020	100	 GREEN	Asset Management Framework has been adopted by Council
4.2.4.1 Develop a Storm Water Management Plan that aims to improve water quality by renewing assets in line with water sensitive urban design principles where possible.	David Richardson - Manager Works & Infrastructure	01-07-2019	30-06-2020	75	 GREEN	Storm Water Management Plan has been drafted and presented to Council in second quarter. Scheduled for Council meeting for adoption in Q3
4.3.1.3 Commence construction of the mountain bike project.	David Richardson - Manager Works & Infrastructure	01-07-2019	30-06-2020	15	 GREEN	Executed deed of agreement received late October. Council has been briefed with project overview in December. EOI's to be called in early Q3. This project will run over two years.
5.1.1.4 Support the George Town Placemaking Advisory Group as a key consultative body.	Louise Dickenson - Executive Support and Governance Officer	01-07-2019	30-06-2020	50	 GREEN	Administrative support i.e. minutes and agenda and distribution of information for the Chair of the George Town Placemaking Advisory Group is being provided through the Office of the General Manager.
5.1.1.5 Conduct the review of Council's Strategic Plan 2016-2026 (incorporating a community survey).	Brent Daire - Manager People, Performance & Governance	01-07-2019	30-06-2020	50	 GREEN	Consultants have been engaged. Initial discussions commenced, work plan and consultation plan has been approved and planning meetings were scheduled for the 2nd and 3rd weeks of November including participation in World Café. World Cafe was completed and planning commenced for engagement with Councillors and Staff in the 3rd Quarter.
5.1.1.6 Develop a Consultation Framework.	Meagan Bennett - Manager Liveable & Connected Communities	01-07-2019	30-06-2020	100	 GREEN	Community Consultation Framework adopted by Council 26 November 2019
5.1.1.7 Conduct a review of Council's Rating Policy that	Cheryl Hyde - Manager	01-07-2019	30-06-2020	50		Review of the Rating Policy has

includes extensive public consultation.	Corporate Services & Finance				 GREEN	commenced, a consultant has been engaged and has presented preliminary review to Council workshop. Consultant has participated in World Café with further consultation to occur in Q3
5.2.1.4 Introduce an across organisational quarterly performance reporting process.	Brent Daire - Manager People, Performance & Governance	01-07-2019	30-06-2020	100	 GREEN	Introduction of quarterly performance reporting to Council has commenced and is made publicly available. Templates and requirements have been established. Reports include executive summary on performance and activity report from the GM, Council resolution monitor, YTD progress on statutory reporting areas eg use of Council Seal, budget performance (now detailing capital works and variances from budget), WHS performance, planning and building activity, community events, regulatory compliance reporting, customer service performance reporting, organizational establishment and turnover, performance review compliance, Audit Panel actions and Annual Plan Action progress reporting. Q1 report received by Council. Q2 report listed for January meeting.
5.2.1.5 Ensure compliance with all governance standards and legislative requirements.	Brent Daire - Manager People, Performance & Governance	01-07-2019	30-06-2020	50	 GREEN	A Policy map and framework has been developed and presented to the Audit Panel. Audit Panel has supported concept and development of the framework. The framework was adopted by Council at its December meeting.
5.2.1.6 Preparation of financial reports which meet	Cheryl Hyde - Manager	01-07-2019	30-06-2020	50		2018/2019 Financial reports

Australian Accounting Standards and are verified by the Auditor General.	Corporate Services & Finance				 GREEN	completed and Audit opinion issued in September 2019. 2019/2020 Financial reports to be completed Q1 of 2020/2021.
5.4.1.63 Establish and implement a Risk Management Strategy.	Cheryl Hyde - Manager Corporate Services & Finance	01-07-2019	30-06-2020	50	 GREEN	A review of Council's Risk Management Register and Framework has been completed by third party with findings presented to Audit Panel. The findings are being used to inform the revision of Council's Risk Management Strategy, with a first draft scheduled for Q3.
5.4.1.64 Achieve best practice contract management in line with industry standards and AS4000.	Cheryl Hyde - Manager Corporate Services & Finance	01-07-2019	30-06-2020	100	 GREEN	AS4000 suite of contract documents have been implemented.





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