

DEVONPORT CITY COUNCIL



The City with Spirit

ANNUAL PLAN & ESTIMATES

2008-2009

The document has been prepared with reference to
The Institute of Chartered Accountants' 'Tasmanian City Council Model Estimates 2007/08'
a best practice guide for reporting local government estimates in Tasmania

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MAYOR'S INTRODUCTION

It gives me great pleasure to present this Annual Plan and Estimates report for 2008-2009 to the community of Devonport City Council.

We will increase total rating income by 5% in the 2008/09 financial year. This level allows us to maintain existing service levels, fund a number of new initiatives and make more appropriate allocation of funds to renew the City's infrastructure.

The rates increase is in line with the rating strategy being adopted by Council for the ensuing 3 years. This rating strategy as outlined within this Estimates Report aims to address the dual challenges of increasing Council's funding of infrastructure renewal to an adequate level and those that will be created by the transfer of Council's water supply and waste water treatment services to the new regional authorities commencing in 2009/10.

The total Capital Works program will be \$15.07 million, of which \$2.76 million relates to projects carried over from the 2007/08 year. Of the \$15.07 million in Capital funding required, \$2.50 million will come from external grants, \$5.94 million will come from loans for water and sewerage works, and the remainder from Council's operations, cash reserves and investments. It is anticipated that the loan debt related to the water and sewerage work borrowings will be transferred to the new regional authority in 2009/10.

Significant items within the Capital Works program include:

- **Roads (\$2.76 million)** – Including reconstructions, roads to recovery projects, black spot projects, bridge works, and footpaths.
- **Sewerage (\$5.36 million)** – Including Horsehead Creek & Caroline Street Sewerage works, odour control and main rehabilitation.
- **Parks, gardens & recreation (\$3.17 million)** – Including Devonport Oval Lighting Replacement and Cycle Track Upgrade, Solar Lighting Pilot Installations and Devonport Eastern Shore Project Wheeler & Tarleton Street Upgrades.
- **Plant and equipment (\$1.37 million)** – Including scheduled replacement of Council's large plant and fleet, and information technology.

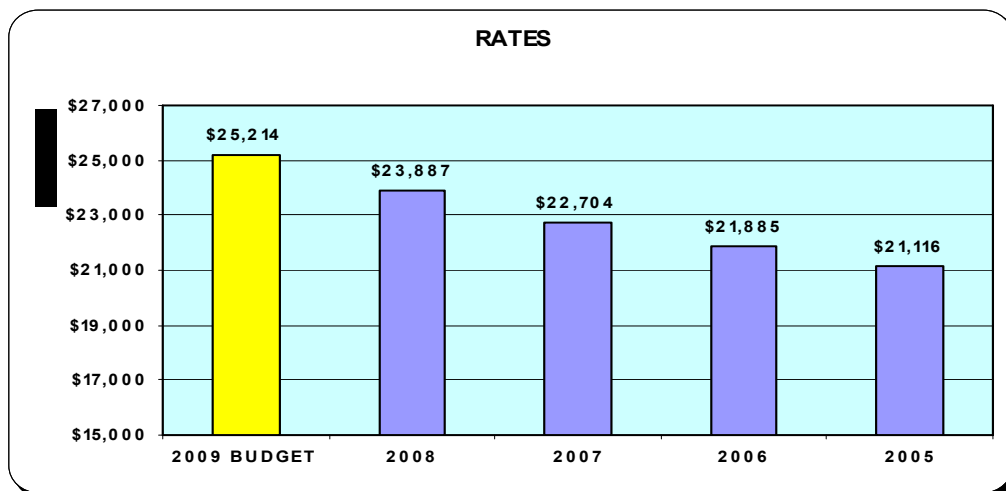
These estimates were developed through a detailed review of operations and resources, and Council endorses them as financially responsible.

Ald Lynn Laycock
Mayor

GENERAL MANAGER'S SUMMARY

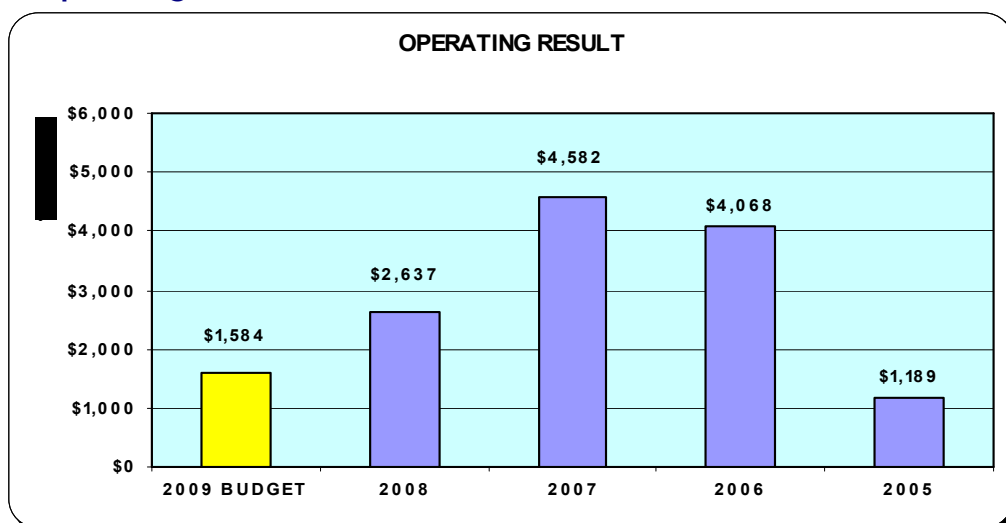
Council has prepared Estimates for the 2008/09 financial year which seek to balance the level of demand for services and infrastructure with the City's capacity to financially sustain that level. Key estimates information is provided below covering the rate increase, operating result, service levels, cash and investments, capital works, financial position, financial sustainability and key strategic activities of the Council.

1. Rates



Overall rate income will increase by 5% for the 2008/09 year, raising total rates of \$25.21 million. This rate increase is in line with Council's newly created rating strategy targeted at ensuring Council's long term financial sustainability in the provision of services and maintenance of the community's assets. To that end, the rate increase and new strategy has been struck in order to ensure Council balances the need to minimise any deficit without the need for erratic rate increases with the need to meet its cover its costs without the need for sustained rate increases beyond the inflationary impact on those costs. (The rate increase for the 2007/08 year was 3.9%).

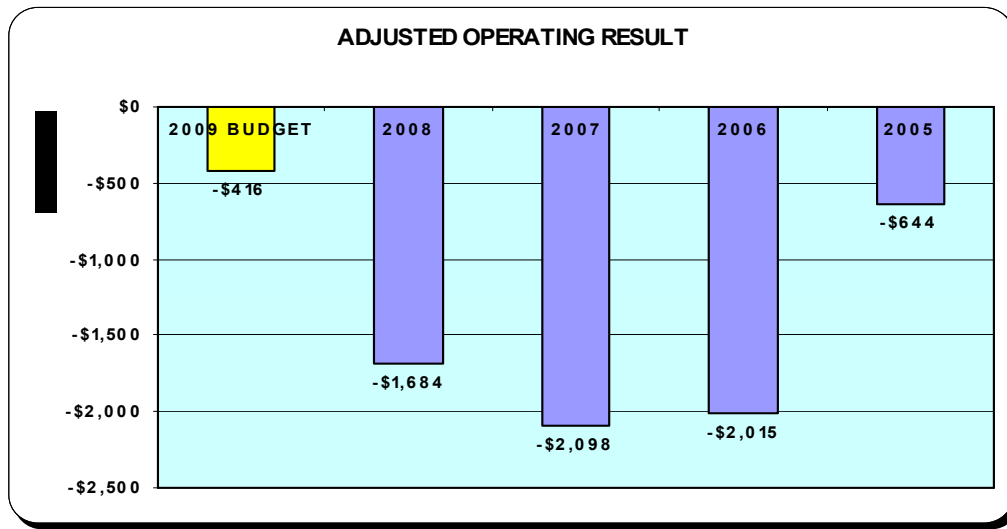
2. Operating Result



The expected operating result for the 2008/09 year is a surplus of \$1.58 million, which is a decrease of \$1.06 million on the projected result for 2007/08, currently anticipated to be \$2.64 million.

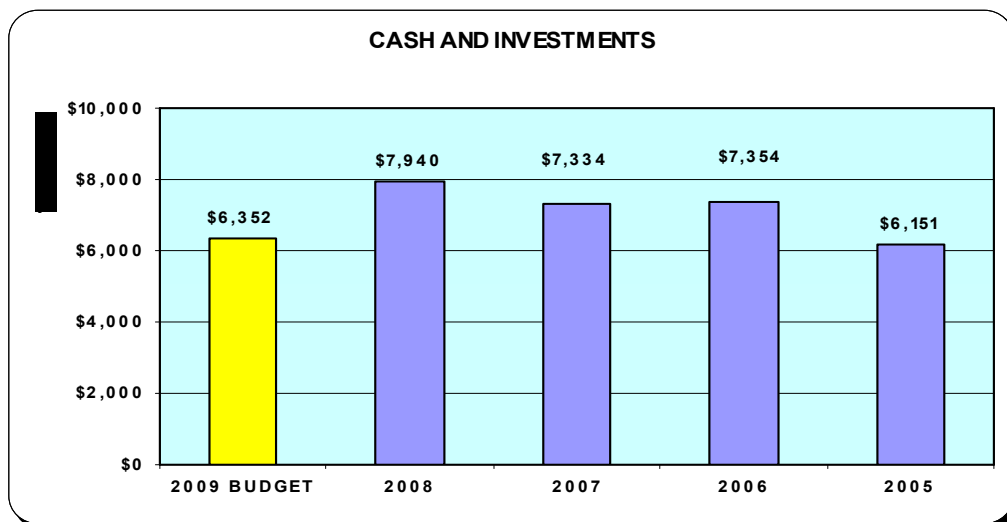
It should be noted that this operating result is not a good indicator of Council's surplus or deficit situation and current viability as it includes income items that are not directly attributable to operations or service delivery. Such items include grants for construction or acquisition of assets, donation of assets including infrastructure and gains and losses on the sale of assets.

3. Adjusted Operating Result



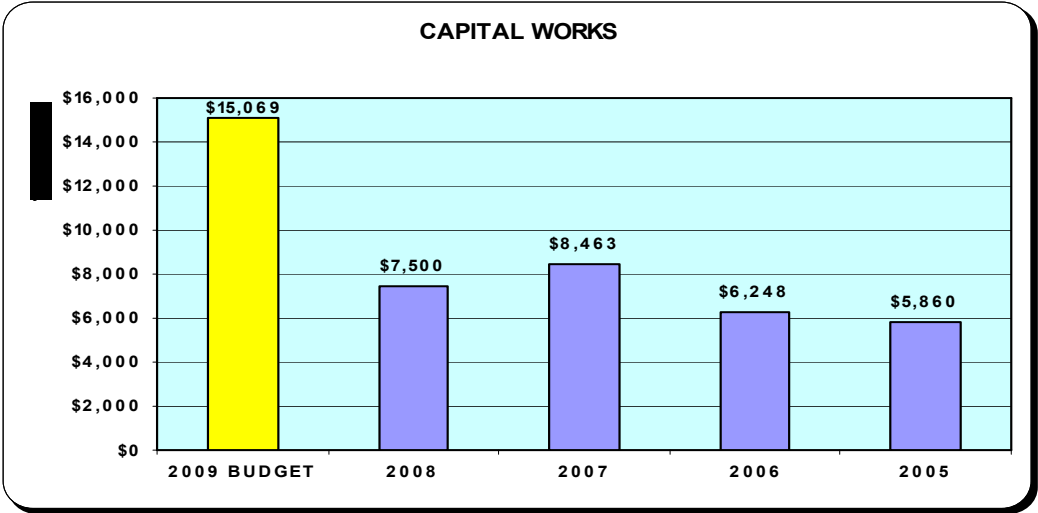
The expected adjusted operating result for the 2008/09 year is a deficit of \$0.42 million, which is a reduction of \$1.26 million in the anticipated deficit for 2007/08, currently projected at \$1.68 million. The adjusted operating result is provided as a better presentation of the result relating to operations, or service delivery. It measures and excludes the impact of non-operating or once-off items. Items which are excluded from the adjusted result include capital grants, donated assets and profit or loss on the disposal of assets.

4. Cash and investments



Cash and investments are expected to decrease by \$1.59 million during the year to \$6.35 million as at 30 June 2009. The main contributor to the estimated decrease in cash and investments is the increased payments for non-current assets relative to the prior financial year. (Cash and investments are projected to be \$7.94 million as at 30 June 2008).

5. Capital Works

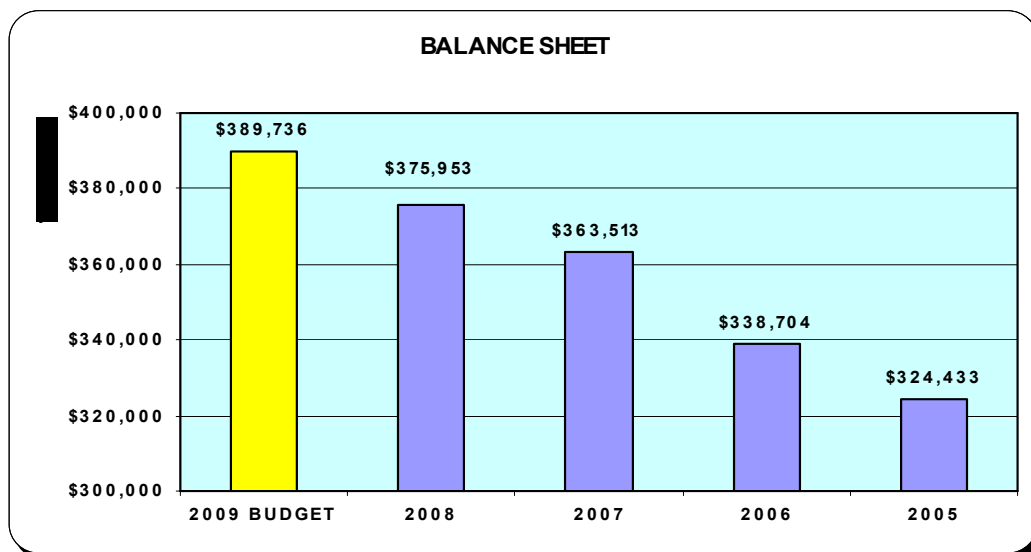


The capital works program for the 2008/09 year is expected to be \$15.07 million of which \$2.76 million relates to projects which will be carried forward from the 2007/08 year. The carried forward component is fully funded from the 2007/08 estimates. Of the \$15.07 million of capital funding required, \$2.50 million will come from external grants, \$5.94 million will come from loans and the remainder (including the carried forward component) will come from Council's operations, cash reserves and investments.

The capital expenditure program has been set and prioritised based on a rigorous review of identified potential capital projects with staff assessing the priority of each and developing sound business cases for each project. This year's program involves a number of major projects including the:

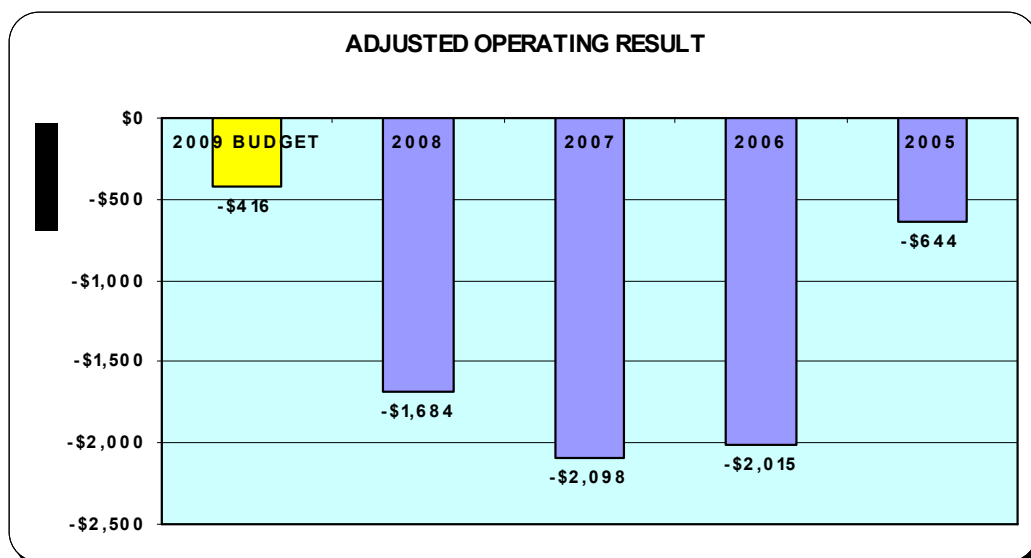
- Horsehead Creek Sewerage Detention Basin (\$3.66 million),
- Caroline Street Sewerage Pump Station Upgrade (\$0.57 Million),
- Home Hill Redevelopment – Stage 1 (\$0.48 million),
- Devonport Oval Track Lighting (\$0.62 million), and
- Devonport Eastern Shore Project – Wheeler and Tarleton Streets Upgrades (\$1.93 million).

6. Balance Sheet



Net Community Assets (net worth) will increase by \$13.78 million to \$389.74 million. This is due to an estimated operating surplus of \$1.58 million and asset revaluation increments of \$12.20 million. Net current assets (working capital) will decrease by \$1.78 million to \$2.07 million as at 30 June 2009. (Total equity is projected to be \$375.95 million as at 30 June 2008).

7. Financial Sustainability



During the 2008/09 year further work will be undertaken on the development of a high level Strategic Plan for the years 2008/09 to 2012/2013 to assist Council with adopting estimates within a longer term prudent financial framework. The key objective of the Plan is financial sustainability in the medium to long term, while still achieving the Council's strategic objectives as specified in Council's Annual Plan.

Whilst the estimated operating result for 2008/09 is a surplus of \$1.58 million, the underlying result (adjusted operating result) is a deficit of \$0.42 million. This difference is due to the non-operating revenue being received during the period as mentioned above. In achieving the key objective of the Strategic Plan financial sustainability over the medium to longer term, the target for the estimated underlying results over the five years will be to break even.

Substantial challenges exist for Council in the 2009/10 year when Water & Sewerage services will transfer to a new regional authority leaving a number of fixed costs to be funded from a smaller revenue base. It is anticipated that this will mean Council may not be able to fund that shortfall and further improve the estimated \$0.42 million underlying deficit for 2008/09 during the 2009/10 year. It is therefore considered to be prudent to target a staged advancement to a balanced underlying result by the 2010/11 year.

8. Strategic Objectives

The Annual Estimates include a range of activities and initiatives to be funded that will contribute to achieving the strategic objectives specified within the Annual Plan section of this report.

The estimates have been developed through a rigorous process of balancing the need to reduce an underlying deficit with the continued provision of services to the community of Devonport both in the present and over the longer term on a financially sustainable basis, without unreasonable or unnecessary increases in rates and other charges. Aldermen and the community may be concerned by the proposed increase in rating income however the 5% is considered financially prudent and includes an amount to cover inflationary pressures (4.5%) and the balance to partially address an historical underlying deficit (0.5%).

Management endorse these estimates as financially responsible. More detailed estimates information is available throughout this document.

Ian McCallum
General Manager

ESTIMATES PROCESS

This section lists the estimates process to be undertaken in order to adopt the Estimates in accordance with the Local Government Act and Regulations. It also includes some detail of the processes that management have employed in achieving those requirements.

The first step in the overall process was for the Officers to undertake a rating workshop with Aldermen to consider required increases to rates based on projections for the current (2007/08) financial year. Officers then prepared a preliminary draft of the annual estimates for revision by management. This preliminary draft has been rigorously reviewed, with net costs being reduced by \$1.80 million without further change to the previously proposed rate increase and prior to the compilation of the this draft of estimates for consideration by Council. This draft is now prepared in accordance with the Act and is submitted to Council for adoption.

The estimates must be adopted by an absolute majority. They must be adopted before 31 August but not more than one month before the start of the relevant financial year. The related Operational Plan must be provided to the Director of Local Government and Director of Public Health.

The key dates for the estimates process are summarised below:

Estimates process	Month
1. Commence preliminary draft	February
2. Rating workshop with Council	April
3. Review of preliminary draft by management	April
4. Amendment of preliminary draft	April
5. Further review of preliminary draft by management	May
6. Workshop Capital Works Programme with Council	May
7. Workshop first draft estimates with Council	May
8. Make any amendments to draft estimates	May
9. Estimates Adopted by Council	June
10. Advertise new rates and charges within 21 days	June/July
11. Provide Director of Local Government with copy of rating resolution	June/July

1. REQUIREMENTS OF THE LOCAL GOVERNMENT ACT 1993

The requirements of the Local Government Act 1993 pertaining to annual plans and estimates are as follows:

Section 71

- 1) A council is to prepare an annual plan for the municipal area for each financial year.
- 2) An annual plan is to –
 - a) be consistent with the strategic plan; and
 - b) include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and
 - c) include a summary of the estimates adopted under [section 82](#); and
 - d) include a summary of the major strategies to be used in relation to the council's public health goals and objectives.
- 3) As soon as practicable after a council adopts an annual plan, the general manager is to –
 - a) make a copy of the annual plan available for public inspection at the public office during ordinary business hours; and
 - b) provide the Director and the Director of Public Health with a copy of the annual plan.

Section 82

- 1) The general manager must prepare estimates of the council's revenue and expenditure for each financial year.
- 2) Estimates are to contain details of the following:
 - a) the estimated revenue of the council;
 - b) the estimated expenditure of the council;
 - c) the estimated borrowings by the council;
 - d) the estimated capital works of the council;
 - e) any other detail required by the Minister.
- 3) Estimates for a financial year must –
 - a) be adopted by the council, with or without alteration, by absolute majority; and
 - b) be adopted before 31 August in that financial year; and
 - c) not be adopted more than one month before the start of that financial year.
- 4) A council may alter by absolute majority any estimate referred to in subsection (2) during the financial year.
- 5) A council may make adjustments to individual items within any estimate referred to in subsection (2) by a simple majority so long as the total amount of the estimate is not altered.
- 6) A council, by absolute majority, may authorise the general manager to make minor adjustments up to specified amounts to individual items within any estimate referred to in subsection (2) so long as the total amount of the estimate is not altered.
- 7) The general manager is to report any adjustment and an explanation of the adjustment at the first ordinary meeting of the council following the adjustment.

2. ESTIMATES INFLUENCES

This section sets out the key estimates influences arising from the internal and external environment in which the Council operates.

2.1 Snapshot of Devonport City Council

Devonport City Council is located in the heart of the North Coast of Tasmania. The city, covering an area of 114 square kilometres, is situated on and around the Mersey River and has an approximate population of 26,000.

2.2 External influences

In preparing the 2008/09 estimate, a number of external influences have been taken into consideration, because they are likely to impact significantly on the services delivered by Council in the estimate period. These include:

- Inflationary pressures have been taken into consideration by reference to the Australian Bureau of Statistics data for the year ended March 2008 released 11am (Canberra time), 23 April 2008 as follows:
 - Consumer Price Index for Tasmania (Hobart CPI) – 3.8%
 - Producer Price Index – 4.8%
- Ability to source grants for a number of items included in the estimates
- Prevailing economic conditions which are expected to remain difficult during the estimates period, affecting interest rates which will in turn have an effect on borrowings and investments.

2.3 Internal influences

As well as external influences, there are also a number of internal influences arising from current policies, Council's Union Collective Agreement and the 2007/08 year which have a significant impact on the setting of estimates for 2008/09. In addition to those influences mentioned above, Council is also currently undergoing an organisation restructure in the interest of improving service to the community and in accordance with the key strategy of ensuring financial sustainability. As a result there are a number of short term impacts that impact the 2008/09 estimates. Specific internal influences identified include:

- Council's Union Collective Agreement requires an increase of 4% per annum for all staff, (Labour Price Index for the year to Dec 2007 was 4.2%)
- In addition to the Union Collective Agreement required increase, provision of an additional 0.5% is made for performance related increases
- The budget has been framed in a background of operating deficits over the last few years, and along combined with the restructure process the combined factors provide some challenges in bringing the underlying operating result into a balanced position through the current budget process. The estimates for 2008/09 have been developed to reduce the deficit when compared with previous year whilst setting realistic and achievable objectives. The budget process has aimed at seeking operation efficiencies and reviewing income streams with minimal impact on service delivery.

2. ESTIMATES INFLUENCES

The table below shows the underlying results, (operating results after removing non-operating revenues), and the addressing of historical deficits.

	2008/09	2007/08	Operating result – Previous years		
	BUDGET	Projection	2007	2006	2005
Income	37,880,215	36,747,924	34,289,000	32,656,000	32,094,000
Expenditure	38,295,738	38,431,941	36,414,000	34,671,000	32,738,000
DEFICITS	(415,523)	(1,684,017)	(2,125,000)	(2,015,000)	(644,000)

2.4 Estimate principles

With the above identified external and internal influences in mind, Officers have prepared the draft estimates in accordance with the following principles:

- Existing fees and charges increased in line with inflation applicable to the activities undertaken by Council or market levels, unless otherwise specifically identified reasons are given for alternate increases
- Grants based on confirmed funding levels
- New revenue sources to be identified where possible
- Service levels to be maintained at 2007/08 levels with the aim to use less resources with an emphasis on innovation and efficiency
- Contract labour to be minimised where efficiency can be gained
- New initiatives or new employee proposals which are not cost neutral to be justified through a business case
- Real savings in expenditure and increases in revenue identified in 2007/08 to be preserved
- Operating revenues and expenses arising from completed 2007/08 capital projects to be included.

3. WHAT WE WANT TO ACHIEVE

Mission Statement

Devonport City Council is committed to excellence in Local Government through the responsive, cost effective and equitable provision of services to the City and the enhancement of the quality of life of its residents.

Vision for Devonport

To see Devonport develop as the professional, industrial, social and cultural hub of the North Coast of Tasmania where residents can enjoy a balanced family lifestyle with appropriate and fulfilling employment and educational, sporting, recreational and cultural opportunities.

Strategic Plan 2004-2009

Council's Strategic Plan 2004-2009 has been the framework to guide Council in the development of the City. Formulated in 2004, it identified the six key roles for Council and provides the focus for the activities and initiatives contained in this Annual Plan & Estimates document.

Council's strategic role is to:

1. Be responsive and accountable to the whole Devonport community.
2. Provide good local governance considering all aspects of economic, environmental and social wellbeing of the people of Devonport and the neighbouring region.
3. Exercise its autonomy in providing leadership and advocacy for the betterment of the Devonport Community.
4. Promote active citizenship, promote community cohesion and foster both local identity and civic pride in Devonport.
5. Facilitate community development and ensure the delivery of programs and services to meet community needs.
6. Provide quality corporate management, adapt to change and ensure the best possible outcomes to the Devonport community.

4. THE COUNCIL

The Mayor
Ald Lynn Laycock



Deputy Mayor
Ald Maurice Hill



Ald Brian Cole



Ald Gabrielle Gavralas



Ald Grant Goodwin



Ald Peter Hollister



Ald Graham Kent



Ald Fred Konetschnik



Ald Jeff Matthews



Ald Jarrod Nasiukiewicz



Ald Annette Rockliff



Ald Bill Wilson



5. SPECIAL COMMITTEES OF COUNCIL & CONTROLLING AUTHORITIES

Special Committees of Council

- Audit (Information Oversight) Special Committee
- Barrington Fire Management Committee
- Centenary Celebrations Committee
- Combined Gallery/Museum Advisory Special Committee
- Development Approval Special Committee
- Devonport Eastern Shore Project Special Committee
- Devonport Entertainment and Convention Centre Advisory Committee
- Devonport Pool Advisory Special Committee
- Devonport Oval Advisory Special Committee
- Devonport Regional Gallery Advisory Special Committee
- Devonport Sister City Special Committee
- Don River and Melrose Creek River Care Plan Maintenance Special Committee
- East Devonport Beautification Advisory Special Committee
- East Devonport Recreation Centre Advisory Special Committee
- Emergency Management Planning Committee
- Home Hill Redevelopment Committee
- Meercroft Park Advisory Special Committee
- Mersey Vale Memorial Park Committee
- New Horizons Advisory Special Committee

Controlling Authorities

- Devonport Recreation Centre Controlling Authority
- Don Memorial Hall Controlling Authority
- Fenton Villas Management Controlling Authority
- Maidstone Park Management Controlling Authority
- Melrose Memorial Hall Controlling Authority

Joint Authorities

- Cradle Coast Water
- The Dulverton Regional Waste Management Authority
- Tasmania's West North West Councils Joint Authority (Trading as Cradle Coast Authority)

6. GENERAL INFORMATION

Statistics

Area	116km ²
Population (ABS est)	25,270
Electors	18,154
Rateable Properties	11,568
Rateable Residential Properties	9,795
Dogs Registered	4,088
Water Connections	11,117
Sewerage Connections	10,411

Hours of Operation

Council Offices	8am-5pm (Mon to Fri)
Transfer Station	7.30am-4pm (Mon to Sat) & 12.30-4pm (Sun & P/Hol)
Devonport Regional Gallery	10am-5pm (Mon-Sat) & 12-5pm (Sun & P/Hol)
Visitor Information Centre	7.30am-5pm (7 Days/Week) & 7.30am-9pm (when additional Spirit sailings)
Imaginarium Science Centre	10am-4pm (Mon-Thurs) & 11-4pm (Sat-Sun) (closed Friday except during Tasmanian State School holidays)
Devonport Pool	6-8am & 9am-8pm (7 Days/Week – end Oct to end Mar)

Contact Information

Council Office:	44-48 Best Street Devonport TAS 7310
Postal Address:	PO Box 604 Devonport TAS 7310
Phone Number:	6424 0511
Facsimile Number:	6424 9649
Email:	council@devonport.tas.gov.au
Website:	www.devonport.tas.gov.au
After Hours Emergency Number:	6423 3074 (5.00pm-8.00am Mon to Fri & Weekends)

7. THE ORGANISATION



As shown above the organisational structure was amended to four operational divisions following a review of Council's functional areas. The activities associated with each division are outlined in the following pages.

8. COUNCIL SERVICES

General Manager's Department

Corporate Management – Strategic Direction and Management of Council; Guidance and Advice to Aldermen; Official Functions; Civic Receptions; Citizenships.

Organisational Development – Strategic Planning and Reporting; Continuous Improvement; Complaint Management; Media and Communications.

Corporate Services Division

Finance – Accounting; Payroll; Revenue; Financial Statements; Management Reporting; Customer Services and Reception; Parking Enforcement.

Governance – Risk Management; Insurance; Occupational Health and Safety; Business Continuity; Property Management; Administration; Aldermen Support; Human Resources.

Information & Technology – Systems Administration; Network Support; Software Development; Records Management.

Community Services Division

Community Development – Social Policy and Project Development; Community Capacity Building Projects and Activities; Community Information and Education; Community and Events Financial Assistance; The Zone Youth Information and Access Service and Programs; Child/Family/Seniors Activities; Community Safety; All Abilities/Access; Emergency Recovery Planning; Sister Cities Activities; Imaginarium Science Centre.

Recreation Development – Recreation and Sports Facility Development; Playspace Management; Aquatic Facility and Development; East Devonport Recreation and Function Centre; Forbes Street Recreation Centre; Sporting Grounds Management and Bookings, Facilities for Sporting Groups and Individuals

Cultural Development – Events Development, Co-ordination and Promotion; Community Events Assistance; Public Art and Community Art Projects; Devonport Regional Gallery; Devonport Entertainment and Convention Centre; Cultural and Heritage Projects.

Policy and Projects – Policy Development; Project Co-ordination; Community Engagement; Emergency Recovery Assistance.

8. COUNCIL SERVICES

Planning & Environment Division

Development Services – Landuse/Strategic Town Planning; Development Application Assessments; Building/Plumbing Services; Customer Service and Administrative Support.

Environmental Services – Regulatory Inspections; Regulatory Compliance; Water Testing; Animal Control; Immunisation; Environmental Project Work; Environmental Education.

Strategic Projects – City Development Projects, Economic Development, Assistance to Industry, Marketing Devonport; Visitor Information Centre.

Works & Assets Division

Works – Parks and Reserves Maintenance; Building Maintenance; Road Maintenance; Waste Management; Plant Management; Infrastructure Construction; Events Support; Emergency Management.

Engineering & Design – Development Application Engineering Assessment; Project Design; Infrastructure Strategy; Engineering Support; Technical Investigations/Public Requests.

Technical Support – Contract Management; Global Information Systems (GIS); Asset Management; Systems Co-ordination; Budgeting and Estimating.

Water & Sewerage – Water Reticulation Maintenance; Water Meter Reading; Sewer Reticulation Maintenance; Sewer Treatment; Water and Sewerage Infrastructure Construction; Water and Sewerage Management.

Major Projects – Major Project Management.

9. GENERAL MANAGER'S DEPARTMENT

Overview

The General Manager's Department sets Council's objectives by providing quality management and operational leadership and support. Through the implementation of Strategic and Annual Plans improves the operations of Council to ensure that all staff work together with a corporate focus in providing services efficiently to the Devonport community.

Organisational Development

Functions/Activities	Timing
Co-ordinate the production of the Annual Plan	Annually – June 2009
Co-ordinate the development of Council's Strategic Plan	December 2008
Implement a Performance Management system and produce Quarterly Reports for the information of the Executive, Aldermen and community to promote transparency and accountability	October, January and April
Co-ordinate the production of the Annual Report and ensure compliance with the requirements of relevant Acts and Regulations	Annually – November 2008
Implement a Complaint Management System satisfying the requirements of the Local Government Act reported to Council annually	September 2008 and reviewed annually
Co-ordinate improvements to office accommodation	December 2008
Promote and facilitate change management and continuous improvement throughout the organisation	Ongoing
Co-ordinate the progress reports of Council's Partnership Agreement with the State Government of Tasmania	To be determined
Liaise with Tasmania Together to include and consolidate State initiatives with Council's corporate planning process	As required
Undertake a review of all Council publications to actively market a professional image to the broader community	June 2009

9. GENERAL MANAGER'S DEPARTMENT

Organisational Development cont'd

Functions/Activities	Timing
Engage the staff and community to embrace "The City with Spirit" as a belief in the fundamental value of Devonport as a Council and a City	Ongoing
Review Council's Communication Policy for endorsement by Council	December 2008
Initiate and maintain effective media networks and monitor the media daily	Ongoing
Ongoing review and enhancements to the website to improve the image of Council	Ongoing
Create and co-ordinate communication strategies for Council endorsed projects	As required

9. GENERAL MANAGER'S DEPARTMENT

GENERAL MANAGER'S DIVISION				
BY ACTIVITY				
Activity	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
Administration of Council				
Receptions & Functions Operating	27,999	31,978	25,705	31,351
General Managers Administration				
CEO Administration Operating	351,561	368,022	385,377	333,888
Strategic Plan				
Organisational Development	200,845	11,485	60,056	55,592
NET COST	580,405	411,484	471,138	420,832
BY INCOME AND EXPENDITURE TYPE				
	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
INCOME				
Facility Hire	0	0	627	0
Other Income	0	0	(370)	(361)
TOTAL INCOME	0	0	257	(361)
EXPENDITURE				
EMPLOYEE COSTS				
Wages and Salaries	245,201	212,427	232,022	178,589
OnCost/Recovery	121,558	103,644	114,531	87,618
Training/Seminars/Conf./OHS	7,500	3,500	3,024	3,009
Others Employment Costs	3,592	0	3,649	3,649
	377,851	319,571	353,226	272,865
MATERIALS & SERVICES				
Telephone/Postage Services	220	0	359	160
Contractors	0	0	1,704	0
Professional Consultants Other Services	37,600	0	3,100	7,768
Advertising/Printing/Other Office Costs	37,650	5,250	27,965	20,936
Computer Services and Maintenance	450	450	683	802
General – Services & Materials	21,000	1,000	1,946	4,405
Other Expenses	39,600	20,000	17,710	41,151
	136,520	26,700	53,467	75,222
Internal Costs				
Plant Oncost/Recovery	16,060	13,000	14,001	14,604
Other Oncost/Recovery	49,973	49,296	46,553	53,081
Works & Assets Oncost/Recovery	0	2,917	3,634	5,421
	66,034	65,213	64,187	73,106
TOTAL EXPENDITURE	580,405	411,484	470,881	421,193
NET COST	580,405	411,484	471,138	420,832

10. CORPORATE SERVICES DIVISION

Overview

The Corporate Services Division provides services and support in the areas of Financial Management, Governance and Administration, Information and Technology Management, Human Resource Management and Risk Management.

Governance

Functions/Activities	Timing
Review Council's current risk management activities and processes	June 2009
Establish a corporate risk management framework and system	June 2009
Identify and document stakeholders	June 2009
Undertake a thorough review and document Council's risks and appropriate treatments	June 2009
Record, investigate and process incident reports and motor vehicle insurance claims	As required
Prepare and distribute Council's Agendas and Minutes	Monthly
Process applications for street closures, ground usage and mall permits	As required
Review Council's By-Laws, Delegations and Policies	April 2009
Provide administrative support to Aldermen, Council's Committees and Workgroups	As required
Review, monitor and assess the Legal Documents Register, Leases, Agreements, MOUs of Council's buildings and properties in accordance with Council's strategic direction and planning scheme requirements to ensure the best utilisation of Council's assets	June 2009
Develop a Staff Retention Strategy to include staff health and wellbeing, succession planning and traineeships	June 2009

10. CORPORATE SERVICES DIVISION

Governance cont'd

Functions/Activities	Timing
Introduce a three-stage induction for staff including regulatory information on policies and procedures, technical information and standards and specific departmental process information	April 2009
Ongoing review of the Union Collection Agreement and encourage implementation of offsets	June 2009

Finance

Functions/Activities	Timing
Undertake a review of Council's long-term financial strategy, with integration between operational and capital programs	December 2008
Manage the Financial Services Department to improve customer services, implement changes to financial management which have been under development and to provide professional advice on policy and financial strategy	June 2009
Manage Council revenue operations by providing timely and accurate assessment of Council revenue entitlements, streamlining processes to improve response in the recovery of overdue accounts, enhance procedures for the receipt, banking and reconciliation of all Council revenues	June 2009
Assist client departments, business units, Special Committees or Controlling Authorities to achieve intended outcomes through the provisions of reliable, timely and cost effective financial information and advice	June 2009
Fulfil employer obligations to employees through the accurate and timely payment of salaries, wages, allowances and associated payments and deductions	June 2009
Provide Council with a continuous and prompt supply of quality goods and services obtained under the most favourable terms whilst maintaining the integrity of Council in all purchasing transactions	June 2009

10. CORPORATE SERVICES DIVISION

Finance cont'd

Functions/Activities	Timing
Record the budgets, actual financial transactions and assets owned by Controlling Authorities	June 2009
Provide on-street carparking for the needs of the community and regulate its use by the policing of By-Laws with all costs being recovered on a user pays basis	June 2009
Provide off-street carparking to meet the needs of the community on a user pays basis	June 2009

Information and Technology

Functions/Activities	Timing
Improve the service delivered to users by providing an electronic 'service desk' that will serve as a single point of contact for all information technology requirements	June 2009
Develop an information technology induction procedure for new employees	December 2008
Provide users with a more functional and attractive corporate intranet that allows staff to build and manage their own 'team' site	June 2009
Improve the performance, reliability and resilience of Council's computer network	June 2009
Review all aspects of electronic data protection to ensure data is captured, backed up, secured and retained in accordance with Council policy and legislative requirements	June 2009
Lessen the impact of Council's IT-related activities on the environment by selecting energy-efficient hardware, leveraging innovative technology, recycling and safely disposing of e-waste	June 2009

10. CORPORATE SERVICES DIVISION

CORPORATE SERVICES DIVISION				
BY ACTIVITY				
Activity	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
Elected Members Support				
Elected Member Support Operating	303,797	300,232	277,141	293,154
Election/Polling Activities				
Elections/Polling Operating	9,500	76,219	71,675	12,019
Administration of Council				
Administration of Council Operating	69,827	98,596	111,957	118,674
Administration of Special Committees Op	23,519	25,238	18,866	21,952
Corporate Services				
Corporate Services Operating	541,147	609,607	471,954	537,829
Customer Reception Services Operating	89,882	97,317	84,107	102,116
Records Mgt Operating	156,524	197,404	123,677	134,329
Corporate Risk Management				
Insurance Operating	304,484	388,979	280,172	318,726
OHS Operating	46,960	61,599	47,650	43,814
Human Resource Management				
HR Development Operating	(6,189)	144,765	18,931	82,573
HR Management Support Operating	178,982	210,261	152,206	153,718
Industrial Relations Operating	40,065	22,202	6,089	10,862
Recruitment & Selection Operating	124,850	119,570	101,299	118,526
Information Technology				
Information Technology Operating	422,163	129,352	407,516	60,092
Payroll Services				
Leave – Public Wet Training	(376,208)	(356,019)	(303,251)	(281,907)
Leave Annual + Loading	(88,615)	(80,256)	82,040	(40,456)
Leave Long Service	(128,361)	(92,044)	79,966	(4,684)
Leave Sick + Compassionate + Maternity	33,662	(40,696)	(1,347)	13,883
Pay Exp Super MAT + Award	(117,531)	(322,423)	(130,262)	(120,856)
Pay Exp Train + Prof Cloth	(675,254)	(643,477)	(564,383)	(621,935)
Pay Exp Workers Comp Ins	(395,827)	(344,967)	(298,588)	(310,896)
Payroll Services Operating	13,107	38,638	6,602	18,067
Payroll Tax	722,400	650,000	649,172	677,584
Redundancy Packages	200,000	0	664,513	0
Property Management				
Land & Property Acquisition Operating	8,516	22,846	10,173	11,688
Support to Controlling. Authorities Op	4,385	17,243	2,609	9,283
External use Council				
Caravan Park Abel Tasman Op	15,000	15,000	14,986	14,709
Caravan Park Bluff Operations	23,100	41,000	44,987	41,000
Property Management Operating	42,897	91,303	54,500	55,932
General Financial Management				
General Financial Mgt Operating	1,058,037	870,182	769,753	1,027,405

10. CORPORATE SERVICES DIVISION

CORPORATE SERVICES DIVISION				
BY ACTIVITY (continued)				
Activity	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
Corporate Revenue				
Corporate Revenue	(18,726,469)	(17,632,769)	(15,489,169)	(17,945,352)
Management Accounting				
Management Accounting Operating	145,205	167,556	67,801	150,614
Supply Services				
Supply Services Operating	21,898	44,511	31,936	2,874
Accounting Issues				
Appropriations of Profit	0	0	0	(69,870)
Gain (Loss) on monetary resources & loans	(250,000)	(250,000)	0	(215,452)
Reimbursements Clearing	3,700	0	3,700	3,700
Industry Assistance				
Cinema Complex	42,500	41,000	42,419	45,985
Ind Allowance - Call Centre Devonport	0	35,000	40,891	33,840
Ind Allowance - Weaving Mill S77(2)	70,000	70,000	23,335	29,831
Public Halls				
Melrose Hall Operating	642	1,103	166	194
Fenton Villas Management				
Fenton Villas Operating	3,476	(36,831)	9,518	14,485
Parking				
Car Parks Operating	(543,019)	(401,981)	(248,089)	(268,136)
Maintain Car Parks (All Assets)	13,577	18,409	19,789	30,309
Street Parking Operating	(532,416)	(280,922)	(321,927)	(298,505)
Parks, Gardens Reserves				
Maidstone Park Operating	(550)	(3,690)	5,862	(373)
NET COST	(17,106,636)	(15,880,946)	(12,559,061)	(15,988,656)

BY INCOME AND EXPENDITURE TYPE				
	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
INCOME				
General Rates	(13,647,994)	(12,510,949)	(12,369,372)	(11,632,281)
Connection Fees Water	0	0	12	0
Licences & Fees Other	0	0	(60)	(60)
Car Park Fees	(929,800)	(839,000)	(717,863)	(718,091)
Car Parks Ticket Fines	(209,600)	(165,000)	(162,794)	(162,807)
Property Leases & Rental	(118,120)	(167,621)	(109,652)	(115,436)
Facility Hire	(26,400)	(22,000)	(23,919)	(26,008)
Street Meter Fees	(569,700)	(435,000)	(440,641)	(451,223)
Street Meter Fines	(266,000)	(248,000)	(232,274)	(232,196)

10. CORPORATE SERVICES DIVISION

CORPORATE SERVICES DIVISION				
BY INCOME AND EXPENDITURE TYPE (continued)				
	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
INCOME (continued)				
Other Income	(108,500)	(127,752)	(164,944)	(137,464)
Interest investments	(650,000)	(687,000)	(559,454)	(607,053)
Penalty - Overdue rates and utility char	(60,000)	(55,000)	4,090	(65,436)
Investment in CCW	(170,000)	0	0	(164,965)
Dividends	(250,000)	(250,000)	(243,933)	(234,149)
Contributions	(94,000)	(60,000)	(62,740)	(68,959)
Subsidies and Grants	(1,460,000)	(2,428,559)	(1,886,099)	(4,842,813)
Gain (loss) on holding loan capital	(250,000)	(250,000)	0	(215,452)
Remissions				
Remissions - Industry	112,500	146,000	100,054	109,532
Remissions - Water	215,500	215,000	198,375	202,330
TOTAL INCOME	(18,482,114)	(17,884,881)	(16,671,214)	(19,362,532)
EXPENDITURE				
EMPLOYEE COSTS				
Wages and Salaries	1,675,725	1,760,688	1,986,947	1,537,342
Oncost/Recovery	645,412	777,807	621,796	720,361
Superannuation	1,240,388	985,000	1,058,931	1,120,921
Annual, Sick, LSL Leave	1,419,427	1,285,500	1,565,205	1,428,346
Training/Seminars/Conf./OHS	68,253	137,550	39,484	73,786
Others Employment Costs	261,428	238,000	257,090	283,533
	5,310,632	5,184,545	5,529,453	5,164,290
MATERIALS & SERVICES				
Water Purchases	0	275	286	348
Government Levy	722,400	650,000	649,172	677,584
Telephone/Postage Services	65,820	69,350	59,773	78,216
Power inc. Street Lighting	7,440	5,325	15,727	6,236
Contractors	8,500	19,460	10,620	13,629
Professional Consultants Other Services	302,590	317,289	254,666	193,504
Contributions - CCA DCP CDL SES	232,180	215,305	220,751	209,483
Plant Expenses	0	0	0	284
Advertising/Printing/Other Office Costs	360,562	341,490	341,053	341,986
Computer Services and Maintenance	364,180	381,200	407,710	253,050
General - Services & Materials	60,945	54,274	155,854	115,801
Other Expenses	133,600	232,051	256,944	211,857
	2,258,217	2,286,019	2,372,558	2,101,977
Internal Costs				
Plant Oncost/Recovery	50,416	29,704	44,429	45,779
Other Oncost/Recovery	1,030,366	1,070,063	958,171	1,081,400

10. CORPORATE SERVICES DIVISION

CORPORATE SERVICES DIVISION				
BY INCOME AND EXPENDITURE TYPE (continued)				
	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
EXPENDITURE (continued)				
Internal Costs (continued)				
Works & Assets Oncost Recovery	15,535	117,629	135,364	153,929
	1,096,317	1,217,396	1,137,964	1,281,108
Recovery				
Oncost/Recovery	(4,843,176)	(4,538,660)	(4,251,120)	(4,440,045)
Other Oncost/Recovery	(1,971,895)	(2,120,698)	(1,847,542)	(2,180,035)
	(6,815,072)	(6,659,358)	(6,098,662)	(6,620,080)
OTHER EXPENSES				
Depreciation	311,415	214,604	320,060	360,656
Bank Charges	73,120	53,000	68,480	69,003
Other finance costs	85,800	106,000	75,258	90,645
Unreal (gain)loss holding monetary res	200,000	0	0	190,741
Borrowing costs	3,700	0	3,700	3,700
Audit services	31,628	25,704	0	25,704
Councillors' remuneration	188,100	177,000	165,178	178,439
Donations paid & Other Cultural Expenses	0	0	1,259	0
Insurance	435,620	482,500	396,198	441,670
Other	196,000	156,525	140,706	86,022
	1,525,383	1,225,333	1,170,840	1,446,581
TOTAL EXPENDITURE	3,375,478	3,253,935	4,112,153	3,373,876
ADJUSTED NET COST	(15,106,636)	(14,630,946)	(12,559,061)	(15,988,656)
Add: Capital Contribution	(2,000,000)	(1,250,000)	0	0
NET COST	(17,106,636)	(15,880,946)	(12,559,061)	(15,988,656)

11. COMMUNITY SERVICES DIVISION

Overview

The Community Services Division provides community development services to the Devonport Community, including programs for families, youth, the aged and disabled, cultural development and events. The Regional Gallery, Imaginarium and Entertainment and Convention Centre are external venues contributing to the social development of the community.

Policy and Projects

Functions/Activities	Timing
Research and facilitate the development of policies and strategies to enhance community, cultural, social and recreation development within the city, eg Home Hill Strategic Plan, Public Art Policy, Recreation Facility Master Plan	June 2009
Manage projects that respond to community and social development needs and opportunities, eg Devonport Skate Park Redevelopment Project, Devonport Aquatic Facility 10 Year Contingency Plan Project, Devonport Children's Cemetery Project	June 2009
Prepare submissions and feasibility studies and undertake research and prepare Council reports on behalf of the Community Services Division, eg Financial Assistance Scheme and Donations	June 2009
Undertake the role of Council's Community Recovery Co-ordinator in accordance with the State Government Emergency Management Act	June 2009

Community Development

Functions/Activities	Timing
Review and co-ordinate the Donations Policy and deliver Council's Financial Assistance Scheme to community organisations	July 2008

11. COMMUNITY SERVICES DIVISION

Community Development cont'd

Functions/Activities	Timing
Facilitate and administer the Devonport Community Safety Liaison Group and associated activities, including implementation of the Graffiti Policy	June 2009
Facilitate the Building Families Network of family and children's services in Devonport including co-ordination of a bi-monthly newsletter, delivery of the National Families Week event and consultation on children's playgrounds	June 2009
Support delivery of Sister City initiatives and activities in Devonport, including cultural exchange programs with Minamata in Japan. Formalise the Sister City relationship with the City of Casey in Victoria and participate in national activities	June 2009
Build partnerships and support community organisations in the delivery of community development programs and activities	June 2009
Develop grant, sponsorship and award proposals to building social capital	June 2009
Develop and implement the Devonport Community Safety Action Plan	September 2008
Develop the Positive Aging Strategy for older Tasmanians	December 2008
Establish Devonport Council Community Recovery team and action plan	April 2009
Develop, seek endorsement and implement a Social Policy and Plan for Devonport which describes the local community, summarises key issues impacting the community and proposes a range of strategies that Council and other agencies could implement to address identified needs	May 2009
Develop and implement a Business Plan including marketing and communications for the Imaginarium	December 2008
Seek additional sponsorship/grants and partnerships for the Imaginarium especially related to road safety	December 2008

11. COMMUNITY SERVICES DIVISION

Community Development cont'd

Functions/Activities	Timing
Develop new programs for the Imaginarium to increase patronage	June 2009
Implement School Outreach Programs for the Imaginarium, eg face-to-face sessions and separate sessions for teachers and students	December 2008
Deliver the Lighthouse 'Can Do, Will Do' project to guide young people to life's opportunities	Ongoing until February 2010
Develop a Homework Hub and Youth to Youth mentoring programs	Ongoing from August 2008
Establish a network of youth service providers in Devonport	Ongoing from September 2008
Facilitate a learning exchange visit from the City of Casey Youth Ambassadors hosted by the Mayor's Youth Advisory Council	September 2008
Review, adopt and implement Council's Youth Plan	Ongoing from December 2008
Organise a youth conference/forum/festival aimed at professional development opportunities and learning for youth service workers and young people, building on 2007 conference	June 2009

Recreation Development

Functions/Activities	Timing
Co-ordinate the formulation of a Recreation Master Plan	September 2008
Implement an integrated marketing and promotional plan	June 2009
Introduce cardio equipment to increase participation levels and membership of the Recreation Centre's weight gym with a particular target of increasing female membership by over 100%	June 2009
Investigate feasibility of implementing Eftpos and direct debit options at the Recreation Centres	September 2008

11. COMMUNITY SERVICES DIVISION

Recreation Development cont'd

Functions/Activities	Timing
Introduce a Recreation Centre membership swipe card	December 2008
Streamline the Recreation Centres operational policies and procedures	June 2009
Undertake an appraisal of hours of operation to maximise efficiency and increase revenue of Recreation Centres	June 2009
Undertake an overall venue review of the Aquatic Centre	September 2008

Cultural Development

Functions/Activities	Timing
Provide community access to a diverse range of professional arts experiences through the DECC's performing arts and music program	Annually
Develop partnerships with production companies, presenters and industry organisations with the aim of increasing audience attendances at the DECC	Annually
Provide an educational opportunity by expanding the DECC program to include school performances and workshops	June 2009
Develop and engage systems for online marketing of the DECC, including targeted email campaigns, promotion and customer satisfaction surveys	June 2009
Further develop the conference market at the DECC by attending TCB Conference Trade Shows and related networking events. Ensure the ongoing availability of new and redesigned promotional materials (website and banners) to promote both the function and theatre venues	Annually
Implement a new education program at the Regional Gallery: 'ArtLab' that is integrated with the high school curriculum of 80 students from the Devonport region	March-October 2008

11. COMMUNITY SERVICES DIVISION

Cultural Development cont'd

Functions/Activities	Timing
Implement free public floor talks at the Regional Gallery: 'Free@3?' every Saturday following an exhibition opening to provide insight into the current exhibition	Ongoing
Implement the Emerging Curator Program at the Regional Gallery to mentor emerging curators to develop an exhibition at the Gallery	September 2008
Oversee the completion of the feasibility study and architectural design concepts for the proposed gallery extension	June 2009
Co-ordinate an improved system in regard to Council's event related forms, records and responsibilities.	November 2008
Plan and deliver the Summer Celebration Concerts and Events, including Xmas Tree Light Up, Xmas Parade, Xmas Lights, Australia Day, Dance Fiesta, Classical Meets Jazz, Kite Festival and Taste the Harvest	November-mid March
Include new and innovative elements in the Devonport Jazz weekend. Obtain sponsorship or in kind support from the business community.	July 2008
Reinstate the Dog Expo as a high profile event in Devonport's Events calendar	November 2008
Develop the Making Tracks Devonport Walk in conjunction with Recreation Development	October 2008

11. COMMUNITY SERVICES DIVISION

COMMUNITY SERVICES DIVISION				
BY ACTIVITY				
Activity	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
Community Services				
Community Development	200,439	261,022	(43,625)	173,403
Community Services Management Op	329,390	30,500	29,848	37,267
Youth Services				
The Lighthouse, Can Do, Will Do Project	22,882	0	0	0
The Lighthouse, Can Do, Will Do Project	162,352	(182,300)	(71,208)	(114,613)
The Zone	132,419	168,268	146,209	184,830
Cultural Events Activities				
Community Cultural Development Op	310,485	323,477	290,432	275,576
Donation Financial Assistance				
Donations Var. Organ.	171,700	205,000	166,546	181,108
Family Children Services				
Child Care Centre Operating	36,920	42,617	45,178	111,759
Sister Cities				
Sister Cities Operating	21,283	16,576	12,851	37,657
Devonport Regional Gallery				
Gallery Exhibitions	61,431	63,953	46,653	58,188
Gallery Operating	284,098	348,634	236,865	270,969
Gallery Public Programmes	60,487	0	59,760	29,162
Gallery Robinson Collection	0	0	352	29,712
Maintain Art Collection	12,089	12,089	2,804	4,056
Museum Storage Operating	1,553	73	1,609	2,239
D'port Entertainment & Convention Centre				
Devonport Entertainment & Event Centre	86,703	0	0	0
Devonport Entertainment & Event Centre	179,962	338,091	222,275	235,449
Public Halls				
Public Halls Operating	2,150	2,115	2,023	2,087
Imaginarium Science Centre				
Imaginarium Science Centre Operating	320,138	378,231	335,954	356,653
Leisure Management				
Recreation Development	132,703	0	0	0
Devonport Recreation Centre				
Devonport Rec. Centre – Operating	187,147	209,547	141,983	200,230
DRA – Accommodation	372	432	305	552
DRA – Cleaning	35,597	35,147	43,410	45,833
DRA – Devonport Playhouse	(5,100)	(5,100)	(5,132)	(5,428)
DRA – General	55,200	19,100	55,876	56,766
DRA – Gymnastic Centre	(5,000)	(5,000)	(5,296)	(5,455)
DRA – Judo Room	(1,650)	(1,650)	(1,643)	(1,797)
DRA – Office (DBC)	(9,300)	(9,500)	(9,583)	(10,588)
DRA – Sauna	(2,500)	(2,500)	(2,247)	(2,912)

11. COMMUNITY SERVICES DIVISION

COMMUNITY SERVICES DIVISION				
BY ACTIVITY (continued)				
Activity	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
Devonport Recreation Centre (continued)				
DRA – Squash	(21,000)	(24,500)	(20,020)	(27,034)
DRA – Stadium	(31,750)	(34,750)	(31,159)	(41,188)
DRA – Table Tennis	(5,000)	(5,000)	(5,561)	(6,488)
DRA – Weight Gymnasium	(30,000)	(32,000)	(27,826)	(34,686)
DRA – Youth Centre	(11,100)	(11,100)	(10,266)	(12,798)
Grounds DRA	1,638	4,427	2,183	3,507
Maintenance – DRA	3,750	10,750	5,252	15,726
East Devonport Recreation Centre				
East Dev Rec Centre Operating	113,350	78,758	103,993	100,186
EDRC Operating	4,919	1,250	(6,465)	(7,325)
Grounds EDRA	3,750	14,416	8,528	13,351
Devonport Aquatic Centre				
Olympic Pool Operating	284,191	317,999	226,663	344,528
NET COST	3,096,699	2,569,071	1,947,519	2,500,482

BY INCOME AND EXPENDITURE TYPE				
	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
INCOME				
Admission Charges Business Undertakings	(240,000)	(240,000)	(256,032)	(247,546)
Dogs Licences & Kennel Licences	(750)	(750)	(756)	(790)
Lawn Cemetery Fees	0	0	565	0
Development Permit Fee	0	0	(1,516)	(242)
Equipment Hire Fees	(1,500)	(1,000)	(1,458)	(1,454)
Property Leases & Rental	(93,100)	(93,100)	(94,278)	(65,000)
Facility Hire	(138,800)	(152,500)	(130,620)	(182,765)
Rental of Property Business Undertakings	(177,000)	(172,000)	(213,678)	(198,745)
Other Income	(42,500)	(37,210)	(53,217)	(179,214)
Contributions	0	(1,000)	(1,176)	(1,394)
Subsidies and Grants	(174,700)	(433,000)	(790,776)	(232,917)
TOTAL INCOME	(868,350)	(1,130,560)	(1,542,942)	(1,110,067)
EXPENDITURE				
EMPLOYEE COSTS				
Wages and Salaries	1,534,461	1,379,814	1,267,408	1,222,038
Oncost/Recovery	650,171	586,800	528,789	513,086
Training/Seminars/Conf./OHS	48,200	15,725	12,650	10,456

11. COMMUNITY SERVICES DIVISION

COMMUNITY SERVICES DIVISION				
BY INCOME AND EXPENDITURE TYPE (continued)				
	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
EXPENDITURE (continued)				
EMPLOYEE COSTS (continued)				
Others Employment Costs	4,012	1,458	4,992	5,318
	2,236,844	1,983,797	1,813,839	1,750,897
MATERIALS & SERVICES				
Water Purchases	4,125	4,334	3,151	4,100
Telephone/Postage Services	31,015	29,585	30,602	31,605
Power inc. Street Lighting	88,820	62,710	67,772	75,432
Contractors	50,802	49,202	240,239	54,397
Professional Consultants Other Services	146,400	96,400	88,399	94,145
Plant Expenses	14,976	14,976	25,156	13,406
Advertising/Printing/Other Office Costs	181,795	152,592	125,741	140,463
Computer Services and Maintenance	1,350	1,550	975	9,980
General - Services & Materials	326,897	333,696	309,691	421,568
Other Expenses	111,400	82,350	101,815	73,218
	957,580	827,396	993,540	918,314
Internal Costs				
Plant Oncost/Recovery	40,419	16,257	37,312	17,509
Other Oncost/Recovery	229,012	256,240	223,429	359,334
Works & Assets Oncost Recovery	64,737	132,639	127,638	199,391
	334,168	405,136	388,379	576,235
OTHER EXPENSES				
Depreciation	15,757	20,802	14,893	17,772
Donations paid & Other Cultural Expenses	143,000	172,500	161,846	174,132
Insurance	1,000	1,000	(51)	0
Other	276,700	289,000	118,016	173,200
	436,457	483,302	294,704	365,104
TOTAL EXPENDITURE	3,965,049	3,699,631	3,490,461	3,610,549
NET COST	3,096,699	2,569,071	1,947,519	2,500,482

12. PLANNING & ENVIRONMENT DIVISION

Overview

The Planning & Environment Division provides land use planning and environmental health services. It promotes economic growth through the co-ordination of strategic initiatives and major projects, tourism and marketing to improve the quality of life for Devonport's residents. The Division promotes and regulates sustainable land use, immunisation programs, animal control and ensures compliance with the Public Health Act, 1997 and the Food Act, 2003 and statutory control of the building and plumbing provisions of the municipality.

Planning

Functions/Activities	Timing
Research and prepare the land use Planning Scheme that reflects the community's aspirations based on best practice planning principles, with adequate provision of residential, commercial and industrial land stock to meet future demand while protecting our natural resources	Adoption of draft by Council December 2008 Certification by RPDC March 2009
Establish sustainable development criteria and include with the Draft Planning Scheme	Adoption of draft by Council December 2008 Certification by RPDC March 2009
Actively participate in regional initiatives and review the uptake and applicability of contemporary planning initiatives ie planning for sea level rise and greenhouse reductions within the Planning Scheme	Adoption of draft by Council December 2008 Certification by RPDC March 2009
Assess and process Development, Building and Plumbing applications	Ongoing within statutory timeframes
Oversee and process amendment applications to the Devonport and Environs Planning Scheme 1984	Ongoing within statutory timeframes
Conduct quarterly surveys to monitor performance and identify areas for continual service improvements	Quarterly
Review information available to the public at the front counter and via Council's internet site to ensure it is easily understandable	June 2009
Facilitate a Developers Forum and a Development Review Panel for major projects within Devonport	June 2009

12. PLANNING & ENVIRONMENT DIVISION

Planning cont'd

Functions/Activities	Timing
Investigate complaints and take appropriate action to resolve compliance issues associated with planning permits and unauthorised land use/development related matters and promote quality customer service with training undertaken where appropriate	Ongoing

Environmental Health

Functions/Activities	Timing
Ensure compliance with the Drinking Water Guidelines	Ongoing on a weekly basis
Ensure compliance with the Recreational Water Quality Guidelines	Ongoing on a fortnightly basis from October-April
Assess and issue Special Plumbing Permits for unsewered areas	As required
Inspect and Licence Food businesses	Licensed and Inspected annually or more often as required
Inspect and Licence Places of Assembly	Licensed and inspected annually
Inspect and Licence Skin Penetration premises	Licensed and inspected annually
Licence Cooling Towers	Licensed annually
Inspect and Licence On-Street Dining premises	Licensed and inspected annually
Assess and Licence Places of Assembly specific events eg Taste the Harvest	As required
Investigate notifiable disease cases as directed by State Health	As required
Participate in the State initiated Food Sampling Program	Quarterly

12. PLANNING & ENVIRONMENT DIVISION

Environmental Health cont'd

Functions/Activities	Timing
Promote food safety in-house and within the community eg schools	As required
Provide immunisation clinics to the community and within schools as required	Monthly clinics held.
Complete the Human Papilloma Virus Immunisation catch-up at high schools	October 2008
Ensure the Dog Register is correctly maintained for all registered dogs throughout the municipality	September 2008 and ongoing
Organise the Dog Expo 2008 to promote responsible dog ownership throughout the municipality	14 November 2008 and Ongoing
Ensure dog registration compliance by conducting regular house checks	September-December 2008
Undertake climate change initiatives eg provide public education in regard to water and energy conservation	December 2008

Strategic Projects

Functions/Activities	Timing
Achieve the major aims of enhancing the eastern shore by completing Stage 2 of the Devonport Eastern Shore Project	June 2009
Administer and facilitate the CBD Development Project on an enlarged footprint on Devonport's foreshore in conjunction with the preferred developer	2008-2011
Administer and facilitate the Mersey Bluff Precinct Project to enhance the north western foreshore of the city. Commercial opportunity MOIs will drive this project after master planning is completed and leases secured	2008-2015
Actively seek funding opportunities for core projects to offset Council's costs	June 2009

12. PLANNING & ENVIRONMENT DIVISION

Strategic Projects cont'd

Functions/Activities	Timing
Facilitate the update of the Urban Management Reports to allow the economic information to remain contemporary and useful	June 2009
Facilitate the update of the CBD Structure Plan to adapt to changes since 1997 and allow comparison to the initiatives and recommendations of the Urban Management Reports	June 2009
Facilitate the production of Futures Maps to provide an economic and social blueprint for the future of Devonport to assist with long-term, multi-layered economic, social, educational, recreational, business and industry initiatives	June 2009
Administer and facilitate the Edward Street Carpark Redevelopment to maximise the usage of the block	2008-2010
Investigate the possibility of a competition encouraging property owners in the Mall and central CBD to restore the historical facades of their buildings	June 2009
Review the Business Sustainability Project recommendations for the Visitors Centre	September 2008
Develop and implement an annual marketing and action plan for the Visitor Centre in accordance with the budget allocation	June 2009
Develop and implement an annual marketing and action plan for tourism marketing in accordance with the budget allocation	June 2009
Develop and implement an annual marketing and action in co-operation with Latrobe, Kentish and Central Coast Councils as a partner in the Cradle Coast Marketing Group	Ongoing
Participate in the Tasmanian Visitor Information Network as a member of the management committee	Ongoing
Develop and implement strategies to promote Devonport Events in line with budget allocation	Ongoing

12. PLANNING & ENVIRONMENT DIVISION

PLANNING & ENVIRONMENT SERVICES DIVISION				
BY ACTIVITY				
Activity	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
Environmental Health				
Health Inspection Operating	219,380	233,621	176,699	296,626
Immunisation Operating	31,857	22,747	21,444	18,830
Animal Control				
Animal Control Operating	101,174	150,842	170,692	211,255
Dead Animals & Litter	11,308	6,489	7,836	8,684
Fire Protection				
Fire Protection Operating	(38,257)	(52,920)	(43,081)	(57,958)
Town Planning Development				
Assessment Development Applications	425	180,059	102,179	97,543
Planning & Dev Management Operating	197,395	19,260	19,799	25,298
Public Open Space Operating	69	4,069	(249)	769
Statutory Planning Operating	50,065	111,565	45,081	71,351
Town Planning Operating	156,536	176,096	274,082	244,575
Building Surveying Services				
Building Authority Services Operating	20,181	(44)	(34,353)	(21,745)
Building Services Operating	18,605	57,353	26,700	40,897
Plumbing Assessment				
Plumbing Services Operating	37,764	3,662	23,965	(42,389)
Strategic Plan				
Strategic Projects Operating	483,303	473,746	297,118	239,473
Marketing Development				
Marketing Operating	212,363	255,012	176,517	191,574
Visitor Information Centre				
Travel Centre Operating	220,616	106,718	163,011	221,451
NET COST	1,722,784	1,748,275	1,427,437	1,546,234

BY INCOME AND EXPENDITURE TYPE				
	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
INCOME				
Fire Levy	(1,699,683)	(1,602,000)	(1,619,566)	(1,514,898)
Admission Charges Business Undertaking	0	0	0	(49)
Building List & Permits	(60,000)	(108,000)	(73,882)	(50,499)
Dogs Licences & Kennel Licences	(109,500)	(74,000)	(72,249)	(69,080)
Dog Infringements	(10,000)	(25,000)	(8,471)	(19,774)
Connection Fees Water	(100,000)	(145,000)	(96,015)	(107,654)
Licences & Fees Other	(60,000)	(40,000)	(52,795)	(31,842)
Development Permit Fee	(164,000)	(151,000)	(224,368)	(149,165)

12. PLANNING & ENVIRONMENT DIVISION

PLANNING & ENVIRONMENT SERVICES DIVISION				
BY INCOME AND EXPENDITURE TYPE (continued)				
	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
INCOME (continued)				
Car Parks Ticket Fines	0	0	0	38
Certificates Charges	(150,000)	(140,000)	(167,698)	(156,072)
Other Income	(191,000)	(181,500)	(169,226)	(180,881)
Contributions	0	0	0	(3,250)
Subsidies and Grants	(100,000)	(120,000)	(159,000)	(45,000)
TOTAL INCOME	(2,644,183)	(2,586,500)	(2,643,269)	(2,328,127)
EXPENDITURE				
EMPLOYEE COSTS				
Wages and Salaries	1,085,174	1,122,853	965,443	976,660
Oncost/Recovery	519,134	518,085	458,597	440,037
Training/Seminars/Conf./OHS	32,500	39,150	12,898	17,990
Others Employment Costs	3,473	2,800	3,586	3,473
	1,640,281	1,682,888	1,440,523	1,438,160
MATERIALS & SERVICES				
Government Levy	1,699,683	1,601,726	1,601,726	1,505,310
Telephone/Postage Services	17,760	24,275	13,110	16,496
Power inc. Street Lighting	10,200	5,800	8,133	6,846
Contractors	43,000	53,000	51,492	49,185
Professional Consultants Other Services	434,000	382,455	429,808	336,615
Contributions - CCA DCP CDL SES	175,000	174,500	173,592	174,504
Advertising/Printing/Other Office Costs	189,430	207,050	216,009	153,221
Computer Services and Maintenance	700	2,400	418	375
General - Services & Materials	10,100	3,950	29,980	24,682
Other Expenses	96,985	121,485	8,267	33,957
	2,676,858	2,576,641	2,532,536	2,301,192
Internal Costs				
Plant Oncost/Recovery	64,427	60,006	56,098	65,242
Other Oncost/Recovery	86,053	81,867	84,310	109,821
Works & Assets Oncost Recovery	36,348	46,874	68,897	84,705
	186,827	188,747	209,305	259,769
OTHER EXPENSES				
Other	(137,000)	(113,500)	(111,658)	(124,760)
	(137,000)	(113,500)	(111,658)	(124,760)
TOTAL EXPENDITURE	4,366,967	4,334,775	4,070,706	3,874,361
NET COST	1,722,784	1,748,275	1,427,437	1,546,234

13. WORKS & ASSETS DIVISION

Overview

The Works & Assets Division maintains, operates and constructs Council's infrastructure assets. The division provides asset management, engineering design, construction management and Global Information Systems (GIS) to internal departments and the wider community. Works & Assets also undertakes service delivery functions with Council's outdoor workforce and associated sub contractors covering maintenance and operations of Council's road network, water and sewage services, waste management, parks and reserves and building facilities.

Functions/Activities	Timing
Provide leadership, executive management and strategic direction to the Works & Assets Division along with all necessary input to Executive Management Team and Aldermen advice and support	Ongoing
Complete and implement a full operational review of the Division	December 2008

Works

Functions/Activities	Timing
Undertake operational maintenance of infrastructure assets in accordance with accepted service levels and adopted budget and infrastructure construction as per Council's Capital Works Program	June 2009

Engineering & Design

Functions/Activities	Timing
Undertake Council's engineering functions to support infrastructure maintenance and construction in accordance with Australian Standards, relevant legislation and Council requirements	Ongoing
Complete the design component of Council's Capital Works Program	June 2009

13. WORKS & ASSETS DIVISION

Engineering & Design cont'd

Functions/Activities	Timing
Develop a Road Network Strategy	June 2009
Assist with the development of Council's 5 Year Works Program	March 2009

Technical Support

Functions/Activities	Timing
Deliver Council's contract infrastructure projects in accordance with design documentation and relevant legislation	June 2009
Co-ordinate Council's asset management, GIS and Forward Works Program in accordance with Council's requirements and industry standards	June 2009
Establish and commence an asset management improvement process	June 2009
Oversee occupational health and safety, site management and systems development and ensure compliance with legislative standards as a minimum	June 2009

Water & Sewerage

Functions/Activities	Timing
Establish a specific water and sewerage department to allow a smooth transition to the new Water & Sewerage Authority	December 2008
Actively participate in the Water and Sewerage Transition Project Control Group	June 2009
Undertake operational maintenance of the water and sewerage assets in accordance with accepted service levels and adopted budget as per Council's Capital Works Program	June 2009

13. WORKS & ASSETS DIVISION

Water & Sewerage cont'd

Functions/Activities	Timing
Undertake water and sewerage infrastructure construction in accordance with the adopted budget as per Council's Capital Works Program	June 2009
Record water meter readings to enable cost allocation to users	June 2009
Operate the network of sewerage pump stations and the Pardoe sewerage treatment plant in accordance with operating licences and statutory requirements	June 2009

13. WORKS & ASSETS DIVISION

WORKS & ASSETS DIVISION				
BY ACTIVITY				
Activity	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
Council used Property				
Real Property Used Operating	(207,174)	(318,040)	(271,837)	(224,766)
External use Council				
Council Buildings Operating	1,390,815	1,169,150	851,969	1,222,053
Houses Council	2,209	9,634	3,700	9,010
Maritime Museum Operations	5,328	3,550	4,331	4,585
Vandalism Repairs	122,948	116,564	134,961	138,517
Engineering Services				
Engineering Services Operating	(182,552)	(860,452)	(988,762)	(973,234)
Infra. Asset Revaluations Operating	0	145,612	84,994	141,976
Maintenance Furniture & Fittings	105,940	114,849	93,841	112,590
Technical Support Engineering	716,717	78,671	91,966	111,603
Works & Assets Management	399,075	506,432	315,274	546,463
State Emergency Service				
SES Operating	35,161	69,462	41,499	52,487
Industry Assistance				
Service Assistance Operating	109,604	110,592	100,148	112,430
Donation Financial Assistance				
Clean up Australia Day	7,714	6,893	27,492	6,648
Public Halls				
Maintenance Parks Don Hall	5,817	4,545	3,948	4,203
Other Amenities				
Home Hill Operating	43,858	47,653	30,589	38,921
Cemetery Operations				
General Cemetery Operating	11,382	11,574	12,810	7,253
Mersey Vale Memorial Park Operating	236,185	323,237	198,288	202,029
Public Toilets				
Public Toilets Operating	221,749	155,538	181,364	162,001
Infrastructure Service				
Private Works	(22,069)	20,203	(5,672)	(33,865)
Works Depot Management	473,743	(80,322)	(77,276)	(146,781)
City Plant Services				
Plant Operation & Maintenance	470,673	123,317	271,002	528,502
Plant Workshop Costs	8,533	65,751	33,966	49,757
Leisure Management				
Leisure Mgt & Support Operating	0	81,387	43,758	61,434
Parks & Reserves Operating	1,728,953	1,672,723	1,582,716	1,756,801
Council Sports Buildings				
Sports Clubrooms Operating	(8,179)	(8,179)	(7,374)	(5,587)

13. WORKS & ASSETS DIVISION

WORKS & ASSETS DIVISION				
BY ACTIVITY (continued)				
Activity	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
Ovals Playing Fields				
Op. Devonport Oval	0	0	(2,800)	(4,773)
Ovals & Playing Fields Operating	706,525	637,096	543,698	660,498
Parks, Gardens Reserves				
Beach Swimming Operating	50,647	19,756	36,878	19,467
Parks Management Operating	594,488	595,475	544,947	596,096
Road Programme Management				
Roads Management Operating	8,777	156,500	100,766	59,818
Roads				
Roads Operating	2,691,950	2,739,465	1,577,309	2,360,961
Sand and Gravel Pits Operating	8,021	8,831	9,671	5,638
Kerbs, Channels, Bridges, Footpaths				
Bridges Operating	66,076	92,858	39,040	33,501
Footpaths Operating	794,729	728,468	313,151	515,641
Kerb & Channel Operating	502,913	466,961	(95,652)	358,051
Road Landscaping				
Nature Strips	144,978	70,309	127,647	75,595
Roads Verge Mowing Operating	165,644	122,362	121,730	118,596
Roads Weed Control Operating	3,703	14,903	7,475	14,429
Trees & Guards	246,316	260,670	206,163	244,427
Street Furniture				
Street Furniture Operating	130,111	122,916	112,744	132,091
City Lighting				
City Lighting Operating	500,863	475,676	486,328	459,615
Street and Gutter Cleaning				
Street & Gutter Cleaning	181,463	249,067	154,642	162,543
Traffic Facilities				
Traffic Facilities Operating	113,035	153,684	109,523	116,640
Sewage System Management				
Mgt & Support Services Sewerage	299,289	308,194	261,668	274,477
Pardoe Environmental	24,488	18,679	23,408	35,030
Wastewater Mgmt. Operating	(3,315,965)	(4,461,884)	(4,559,378)	(4,330,982)
Sewage Transport Operations				
Cost of Finance Sewerage	491,019	599,128	248,361	413,333
Pump Stn Operations	355,573	365,727	310,241	324,513
Sewerage Chokes	71,026	60,093	59,332	74,986
Telemetry System Operations	2,573	51,902	18,134	24,477
Wastewater Reticulation Operating	1,049,932	983,080	154,495	(281,059)
Sewage Transportation Maintenance				
Maintenance PS Buildings Responsive	2,368	1,195	318	1,123

13. WORKS & ASSETS DIVISION

WORKS & ASSETS DIVISION				
BY ACTIVITY (continued)				
Activity	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
Sewage Transportation Maint. (continued)				
Maintenance Pump Stations Responsive	113,106	117,828	77,209	123,392
Maintenance Sewers Responsive	82,657	156,976	71,063	183,415
Sewerage Mains	95,668	58,387	100,567	51,117
Sewage Treatment Operation				
WWTP Operating Pardoe	1,744,742	1,648,778	1,653,755	1,789,392
Trade Waste Management				
Trade Waste Operations	(1,335,005)	(1,572,796)	(1,247,335)	(1,435,187)
Drainage Transportation Maintenance				
Stormwater & Drainage Operations	(624,965)	(673,479)	(1,689,177)	(2,455,103)
Refuse Collection				
Commercial Garbage	125,751	9,899	70,265	62,299
Household Collection Costs	374,688	371,254	301,967	372,519
Litter Bins	6,787	4,246	6,600	5,687
Solid Waste Mgt Operating	(2,208,662)	(951,643)	(892,484)	(883,513)
Refuse Collection Transfer Station				
Disposal Tip Transfer Stn.	(143,597)	169,315	106,995	240,695
Gate Collections	118,472	153,393	115,434	118,393
Hard-standing Area	2,815	1,490	1,608	2,607
Maintenance Road Internal Tip	979	1,333	0	1,603
Refuse Disposal Landfill Operating	731	4,041	1,554	3,179
Refuse Disposal from Transfer Stn				
Refuse Disposal from Transfer Stn	1,102,062	967,174	1,018,036	1,140,669
Kerbside Other Recycling				
Kerbside Recycling Operating	411,478	389,177	332,038	388,330
Recycling	240,732	187,598	297,492	204,518
Water Supply Management				
Water Supply Mgmt Operating	188,214	104,262	88,101	53,961
Water Acquisition Sale Operations				
Water Operating	(2,236,930)	(1,790,600)	(2,160,882)	(1,897,130)
Water Meters Operating				
Maintenance Water Meters	140,200	108,252	128,996	149,024
Water Reticulation Maintenance				
Maintenance Cleaning/Scouring Planned	13,862	22,628	17,950	22,973
Maintenance Pump Stns Responsive	3,061	3,242	159	1,806
Pump Station – Kelcey Tier Operations	2,688	6,044	2,215	3,657
Pump Station – Cutts Road Operations	3,120	4,726	2,084	2,855
Water Reticulation Operations	1,376,801	1,234,410	810,149	559,810
Water Reticulation Response Maintenance	242,336	311,276	261,461	333,313

13. WORKS & ASSETS DIVISION

WORKS & ASSETS DIVISION				
BY ACTIVITY (continued)				
Fire Hydrant Maintenance				
Water Fire Hydrant Maintenance	13,564	27,236	17,728	20,314
NET COST	11,422,327	9,485,904	3,161,081	5,514,355
BY INCOME AND EXPENDITURE TYPE				
	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
INCOME				
Water Rate & Charges	(3,583,395)	(3,493,392)	(3,570,164)	(3,442,712)
Sewer Rate	(4,054,937)	(5,202,416)	(5,237,868)	(5,050,155)
Stormwater Rate	(1,718,404)	(1,700,996)	(1,707,730)	(1,650,588)
Garbage Rate	(2,208,952)	(992,571)	(1,001,161)	(928,620)
Water by Meter Supply Charge	(1,835,000)	(1,500,000)	(1,454,704)	(1,679,216)
Trade Waste	(1,350,000)	(1,605,887)	(1,272,230)	(1,462,767)
Lawn Cemetery Fees	(131,000)	(130,000)	(123,595)	(135,430)
Water Inspection Fees	(15,000)	(11,250)	(14,398)	(13,280)
Connection Fees Water	(60,000)	(55,000)	(110,811)	(34,572)
Car Parks Ticket Fines	0	0	(12)	12
Property Leases & Rental	(11,880)	(58,080)	(59,947)	(53,343)
Facility Hire	0	0	(20)	0
Spreyton Tip Fees	(675,000)	(398,750)	(397,090)	(284,104)
Closet Charges Fees	(1,500)	(1,500)	(1,500)	(1,500)
Fees Water	0	0	524	(112)
Street Meter Fines	0	0	80	0
Rental of Property Business Undertakings	(120,000)	(120,000)	(97,043)	(140,495)
Other Income	(120,500)	(121,200)	(126,507)	(140,287)
Contributions	0	0	(58,058)	0
Subsidies and Grants	0	0	(22,423)	0
Capital Contribution	0	0	(4,307,522)	(4,378,610)
TOTAL INCOME	(15,885,568)	(15,391,042)	(19,562,178)	(19,395,780)
EXPENDITURE				
EMPLOYEE COSTS				
Wages and Salaries	4,600,832	4,415,141	3,939,325	4,184,280
Oncost/Recovery	2,670,359	2,503,479	2,253,226	2,344,813
Annual, Sick, LSL Leave	0	979	(20)	878
Training/Seminars/Conf./OHS	93,000	68,500	13,765	39,856
Others Employment Costs	41,289	40,207	38,323	68,305
	7,405,481	7,028,306	6,244,620	6,638,131
MATERIALS & SERVICES				
Water Purchases	3,177,800	3,183,919	2,906,119	3,206,379
Government Levy	429,880	412,093	413,350	411,389
Telephone/Postage Services	74,010	62,142	70,294	50,550
Power inc. Street Lighting	839,240	782,879	756,859	750,765
Contractors	947,990	1,180,182	938,760	1,260,887
Professional Consultants Other Services	242,265	358,941	83,533	184,214
Contributions – CCA DCP CDL SES	20,000	20,000	17,964	18,762
Plant Expenses	751,080	682,603	635,745	760,293
Advertising/Printing/Other Office Costs	53,000	100,037	45,816	124,709

13. WORKS & ASSETS DIVISION

WORKS & ASSETS DIVISION				
BY INCOME AND EXPENDITURE TYPE (continued)				
	2008/2009 BUDGET	2007/2008 Budget Full Year	2007/2008 Actual YTD	2006/2007 Actual Full Year
EXPENDITURE (continued)				
MATERIALS & SERVICES (continued)				
Computer Services and Maintenance	6,000	7,472	5,900	6,956
General - Services & Materials	3,228,065	3,033,471	3,120,097	3,355,926
Other Expenses	4,800	13,401	5,803	12,130
	9,774,130	9,837,139	9,000,239	10,142,960
Internal Costs				
Plant Oncost/Recovery	1,264,994	1,219,939	1,078,296	1,192,995
Other Oncost/Recovery	2,029,431	2,055,441	1,856,177	2,078,434
Internal Costs (continued)				
Works & Assets Oncost Recovery	2,655,981	2,572,471	2,359,596	2,529,533
	5,950,407	5,847,851	5,294,068	5,800,961
Recovery				
Plant Oncost/Recovery	(1,587,267)	(1,478,921)	(1,361,931)	(1,497,376)
Works & Assets Oncost Recovery	(2,943,530)	(4,073,807)	(3,656,609)	(4,131,084)
Other Oncost/Recovery	(1,452,941)	(1,611,123)	(1,334,123)	(1,584,528)
	(5,983,738)	(7,163,851)	(6,352,663)	(7,212,988)
OTHER EXPENSES				
Depreciation	9,444,551	8,535,707	8,152,102	8,862,771
Other finance costs	10,650	6,500	9,035	7,911
Borrowing costs	700,414	767,293	375,839	668,053
Other	6,000	18,000	20	2,336
	10,161,615	9,327,500	8,536,996	9,541,071
TOTAL EXPENDITURE	27,307,895	24,876,946	22,723,259	24,910,135
NET COST	11,422,327	9,485,904	3,161,081	5,514,355

14. ESTIMATED INCOME STATEMENT

The Estimated Income Statement, shown below, reports the budgeted revenues and expenses for the reporting period, calculated on an accrual basis, providing information from which the estimated financial performance can be determined. This section analyses the expected revenues and expenses of the Council for the 2008/09 year.

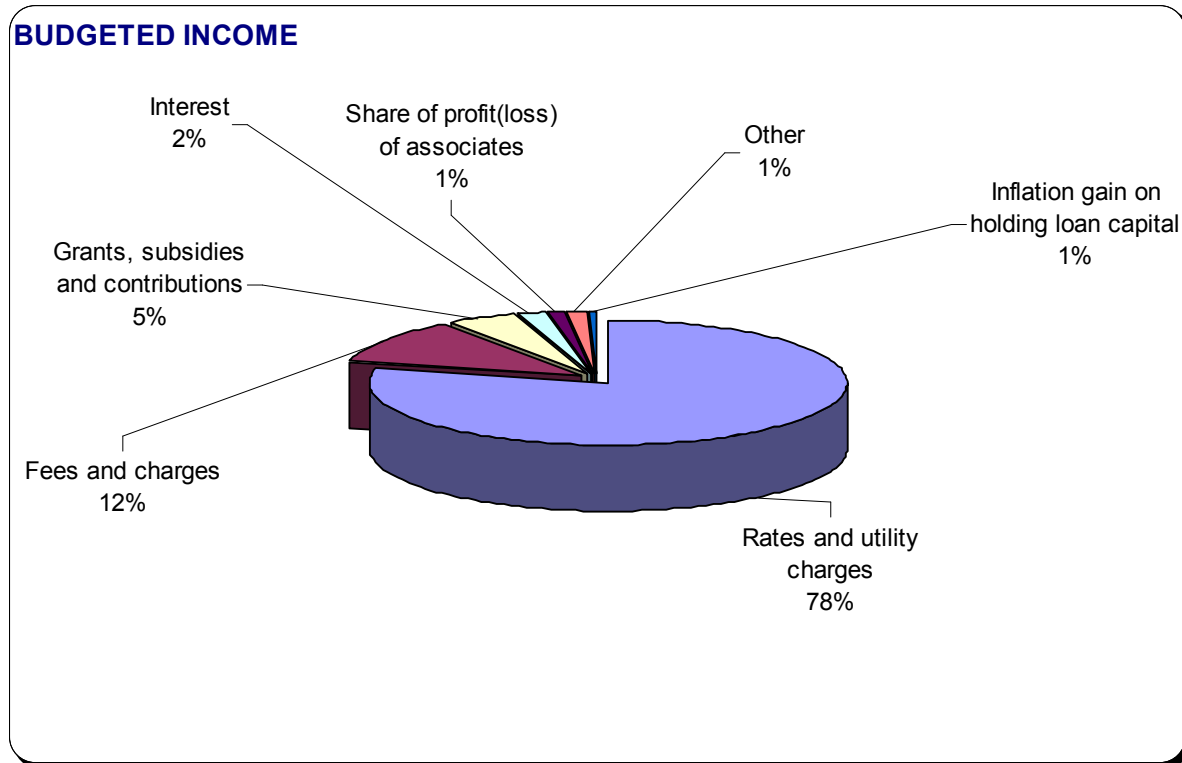
Estimated Income Statement For the year ended 30 June 2009

	2009 Budget \$'000	2008 Forecast Actual \$'000	2007 Actual \$'000
Revenue from ordinary activities			
Rates and utility charges	29,770	28,133	27,049
Fees and charges	4,439	4,055	3,650
Grants, subsidies and contributions	1,829	2,620	1,873
Interest	710	790	672
Share of profit (loss) of associates	420	409	399
Other	463	510	648
Inflation gain on holding loan capital	250	230	215
Total revenue from ordinary activities	37,880	36,748	34,507
Expenses from ordinary activities			
Employee costs	12,128	12,150	10,917
Materials and services	14,181	14,932	14,343
Depreciation	9,772	9,277	9,242
Finance costs	370	354	358
Other	1,141	990	1,072
Borrowing costs	704	730	673
Total expenses from ordinary activities	38,296	38,432	36,606
Result from ordinary activities	(416)	(1,684)	(2,098)
Non-operating items			
Gain (Loss) on the disposal of assets	0	(670)	(1,037)
Capital Grant	0	384	3,339
Donations of Assets	2,000	4,607	4,378
Adjusted result from ordinary activities	1,584	2,637	4,582

14. ESTIMATED INCOME STATEMENT

14.1 Income

The chart below depicts the make up of the various income types.



14.1.1 Rates and utility charges

It is proposed that general rate income be increased by 5%, or \$1.28 million, over 2007/08. Section 7 Rating Strategy later in this report includes a more detailed analysis of the rates and charges to be levied for 2008/09. The utility charges relating to water supply include an increase of \$0.24 million due to the first time recognition of accrued water income. A copy of the resolution of Council's rates and charges for 2008/09 is included at Appendix D – Making of Rates and Charges.

14.1.2 Fees and charges

Additional income of \$0.32 million over forecast actuals for 2007/08 has been budgeted for parking income to reflect the changes to Council's pricing structure as adopted in April 2008. There is also an increase of \$0.27 million included for the Spreyton Transfer Station income to reflect the waste management charges adopted by Council in May 2008.

A detailed listing of fees and charges is included at Appendix E – List of Fees and Charges and is also available on Council's web site, and can be inspected at Council's customer service centres.

14. ESTIMATED INCOME STATEMENT

14.1.3 Grants, subsidies and contributions

This amount includes contributions paid by developers, donated assets and grants for capital expenditure. This item also includes all monies received from State and Federal governments to assist with funding partially or fully the delivery of some of the services to the Devonport Community. This income item will rise and fall dependent upon the applicability of various grant programs from year to year.

14.1.4 Interest

This income item reflects the interest revenue Council is able to secure on its cash reserves and investments.

14.1.5 Share of profit (loss) of associates

This item is related to Council's equity investment in Cradle Coast Water. The estimated income includes the dividend expected to be received and any anticipated adjustment to equity.

14.1.6 Other

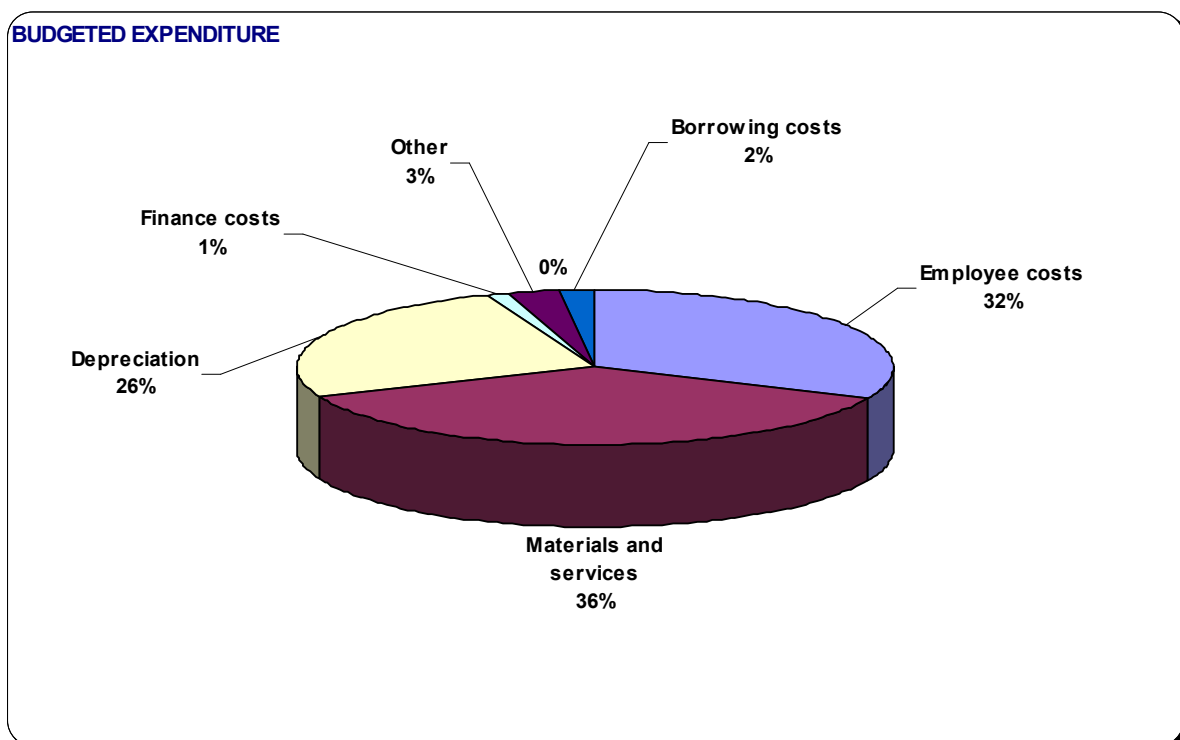
This item includes all other revenue sources of Council not elsewhere recognised.

14.1.7 Inflation gain on holding loan capital

This disclosure recognises the inflationary impacts on Council holding loans.

14.2 Expenses from ordinary activities

The chart below depicts the percentage contribution of each expense type to the total expenses from ordinary activities.



14. ESTIMATED INCOME STATEMENT

14.2.1 Employee Costs

Employee costs include all labour related expenditure such as wages and salaries, and on-costs such as employer superannuation, leave accruals, and training.

The estimate is based on current staffing levels, adjusted for any known changes already approved. The estimates have allowed for a 4% wage increase, commencing 1 January 2009 in accordance with Council's Union Collective Agreement. Council's full time equivalent employees figure continues to be in the range of 200 to 207.

14.2.2 Materials and services

Materials and services include the purchase of consumables, payments to contractors for the provision of services and utility costs. Utilities like electricity and consumables such as fuel are driving higher than average cost increases. Whilst a number of costs in this item are non-discretionary costs like government levies, the budget process has focused on the minimising of more discretionary expenditures items, such as payments to contractors and consultants.

14.2.3 Depreciation

Depreciation is an accounting measure which attempts to reflect the usage of Council's property, plant and equipment including infrastructure assets such as roads, the water supply network, the sewerage network and drains. This figure is impacted by the addition and disposal of assets as well as the revaluation of assets and changes in expected useful life assumptions.

This non-cash expense should allow Council to build further cash reserves to meet future asset replacement. The estimated increase in the depreciation expense of 5.3% when compared with the 2008 projected actual, reflects the increase in the value of the overall asset base and any new additions.

14.2.4 Finance Costs

This item reflects the inflationary impacts on the holding of cash reserves and investments, and includes other finance costs such as bank charges.

14.2.5 Other

This item includes all expenditure not included elsewhere.

14.2.6 Borrowing Costs

Borrowing represents the costs associated with all of Council's loan holdings.

15. ESTIMATED CASH FLOW STATEMENT

The Estimated Cash Flow statement reflects the estimated cash movements resulting from Council's operation for the year and its cash balance at the end of the year based on the projected cash position at the commencement of the year.

Estimated Cash Flow Statement For the year ended 30 June 2009

	2008 Budget \$'000	2008 Forecast Actual \$'000	2007 Actual \$'000
Cash Flows from Operating Activities :			
Receipts			
Rates and other user charges	34,209	32,188	28,412
GST Refunds from Australian Taxation Office	730	730	729
Interest	710	790	646
Contributions and subsidies	94	146	91
Government grants and subsidies	1,735	2,474	5,121
Other	883	749	402
	38,360	37,078	35,401
Payments			
Payments to suppliers and employees	25,949	26,706	24,649
Interest	704	730	685
Other Expenses	1,141	990	1,240
	27,794	28,425	26,573
Net cash inflow from operating activities	10,566	8,653	8,828
Cash Flow from Investing Activities :			
Proceeds from sale of non current assets	200	200	208
Payments for non current assets	(15,069)	(9,000)	(8,473)
Net proceeds (cost) of cash advances and investments	480	480	485
Net cash used in investing activities	(14,389)	(8,320)	(7,780)
Cash Flow from Financing Activities :			
Proceeds from borrowings	3,935	2,000	1,000
Repayment of borrowings	(1,700)	(1,726)	(2,069)
Net cash used in financing activities	2,235	274	(1,069)
Net Increase (Decrease) in Cash Held	(1,588)	607	(20)
	0	0	0
Cash at beginning of reporting period	7,940	7,334	7,354
Cash at end of Reporting Period	6,353	7,940	7,334

16. ESTIMATED BALANCE SHEET

The Estimated Balance Sheet reports the projected assets, liabilities and equity of Council, providing information about the resources controlled by Council and other information which is useful for assessing Council's estimated financial position at the end of the 2008/09 year and solvency.

Estimated Balance Sheet For the year ended 30 June 2009

	2009 Budget	2008 Forecast Actual	2007 Actual
	\$'000	\$'000	\$'000
Current Assets			
Cash and cash equivalents	6,353	7,940	7,334
Receivables	1,700	1,700	4,562
Inventories	210	210	208
Other	0	0	102
Investments	0	0	0
	8,263	9,850	12,206
Non-Current Assets			
Receivables	1,177	118	722
Other	450	450	452
Investments in Associates	29,000	28,000	27,256
Property, Plant and Equipment	359,350	345,528	332,239
Capital Work in Progress	7,315	7,315	6,993
	397,292	381,411	367,662
Total Assets	405,554	391,261	379,868
Current Liabilities			
Payables	1,900	1,900	3,327
Interest Bearing Liabilities	1,700	1,606	1,726
Provisions	2,594	2,494	2,398
	6,194	6,000	7,452
Non-Current Liabilities			
Interest Bearing Liabilities	9,206	8,906	8,519
Provisions	418	402	386
	9,624	9,308	8,906
Total Liabilities	15,818	15,308	16,357
NET COMMUNITY ASSETS	389,736	375,954	363,511

17. ESTIMATED CAPITAL WORKS

The Estimate Capital Works provides a listing of the estimated capital works that Council will undertake during the 2008/09 year, together with identification of the proportion of new assets and renewal or upgrade of existing assets within those works.

Capital works areas	Total Works \$	Represented by:		
		Renewal Works \$	Upgrade Works \$	New Works \$
Roads & bridges	2,764,500	1,557,000	522,500	685,000
Sewer	5,356,000	1,031,000	3,999,000	326,000
Stormwater	425,000	0	360,000	65,000
Water	670,000	250,000	210,000	210,000
Parks, Gardens & Recreation	3,167,903	850,000	1,244,903	1,073,000
Buildings & Facilities	1,120,000	415,000	100,000	605,000
Plant, Equipment & Furniture	1,365,430	855,000	222,700	287,730
Land Acquisitions	200,000	0	0	200,000
Total of all work areas	15,068,833	4,958,000	6,659,103	3,451,730

18. RATING STRATEGY

This section considers the Council's rating structure including assumptions underlying the current year rate increase and rating structure. The information contained in the report is based upon the presentation provided to Aldermen during the rating workshop.

The main source of Council revenue is from rates and to give some 'feel' for the relationship between a percentage increase in rates and the dollars generated - the following table is inserted this year:

Based on the 2007/08 Property Database:	
% Increase	\$ Yield
1.0%	253,192
3.8%	962,131
4.5%	1,139,366
5.0%	1,278,622 Estimate amount
6.0%	1,519,155

As shown above the estimate is based on a 5% increase for the 2008/09 in overall rate income.

The estimated change in revenue relevant to General Rates, Water Rates, Sewerage Rates and Garbage Rates can be seen in the Income and Expenditure Estimates by Type included in this report as Attachment A.

19. OTHER STRATEGIES

In an environment of increasing cost pressures, Council has been striving to maintain service delivery levels to the community, whilst at the same time trying to minimise the cost impact on the community. This approach has the potential to adversely impact on the sustainable financial operations of Council.

An operating deficit cannot be viewed in isolation and the solutions to the challenges faced encompass a range of organisation wide initiatives. Management has recognised the importance of medium and long term initiatives to ensure the ongoing sustainability of Council, along with the need for immediate and short term actions.

Some of the initiatives being embarked upon include:

- Immediate and short term actions such as addressing the historical underlying deficit through expenditure cuts and proposed rates increase
- A greater focus on estimated cash position, capital estimates and projected balance sheets in combination with the estimated income statement
- Identification of appropriate medium to long term strategies that require improvement or development

The medium and long term strategic areas identified for improvement and development to date include:

- Identification, measurement and assessment of appropriate service levels for all services delivered to the community through a rigorous review of operations in consultation with the community
- Reconfiguring of the internal financial reporting processes and outputs to ensure they are appropriate for each level of user and allow more effective and efficient use by management
- Redevelopment of an overarching Strategic Plan for Council's operations
- Development and refinement of Management Plans specific to areas of Council's operations such as a Strategic Asset Management Plan
- Establishment of a Long Term Financial Plan with clear linkages to the Strategic Plan, enabling Council's annual estimates to be established within the overall context of those plans
- Identification, definition and measurement of appropriate Key Performance Indicators and industry benchmarks to enable effective monitoring of performance
- A greater focus on quadruple bottom line reporting

APPENDIX A - INCOME & EXPENDITURE ESTIMATES BY TYPES - REVENUE

REVENUE	2008/2009 BUDGET	2007/2008 FORECAST	2006/2007 ACTUAL
Rates & Charges			
Fire Levy	1,699,683	1,619,566	1,514,898
General Rates	13,647,994	12,369,372	11,632,281
Utility rates			
Water Rate & Charges	3,583,395	3,570,164	3,442,712
Sewer Rate	4,054,937	5,237,868	5,050,155
Stormwater Rate	1,718,404	1,707,730	1,650,588
Garbage Rate	2,208,952	1,001,161	928,620
Utility charges			
Water by Meter Supply Charge	1,835,000	1,624,704	1,679,216
Trade Waste	1,350,000	1,316,341	1,462,767
Less: Remissions - Industry	(112,500)	(115,054)	(109,532)
Remissions - Water	(215,500)	(198,375)	(202,330)
	29,770,365	28,133,476	27,049,376
Business Operation, Fees & Charges			
Admission Charges Business Undertakings	240,000	258,341	247,595
Building List & Permits	60,000	74,584	50,499
Dogs Licences & Kennel Licences	110,250	73,255	69,788
Dog Infringements	10,000	8,721	19,774
Lawn Cemetery Fees	131,000	133,030	135,430
Water Inspection Fees	15,000	14,932	13,280
Connection Fees Water	160,000	217,054	142,226
Licences & Fees Other	60,000	53,728	32,352
Development Permit Fee	164,000	227,180	149,407
Car Park Fees	929,800	764,073	718,091
Car Parks Ticket Fines	209,600	171,812	162,757
Street Meter Fees	569,700	471,012	451,223
Street Meter Fines	266,000	246,977	232,196
Equipment Hire Fees	1,500	1,468	1,454
Property Leases & Rental	223,100	269,236	233,780
Certificates Charges	150,000	181,292	156,072
Facility Hire	165,200	163,117	208,773
Rental of Property Business Undertakings	297,000	318,494	339,240
Spreyton Tip Fees	675,000	405,729	284,104
Closet Charges Fees	1,500	1,500	1,500
Fees Water		(524)	112
	4,438,650	4,055,009	3,649,655
Interest			
Interest received from investments	650,000	739,454	607,053
Penalty - overdue rates	60,000	50,910	65,436
Other Income	462,500	509,818	648,316
Share of profit(loss) of associates	420,000	408,933	399,114
Contributions	94,000	145,846	91,353
Subsidies and Grants	1,734,700	2,858,298	5,120,730
Less: Capital Purpose Grants		(383,820)	(3,339,278)
Gain (loss) on holding loan capital	250,000	230,000	215,452
TOTAL REVENUES	37,880,215	36,747,924	34,507,206

APPENDIX A - INCOME & EXPENDITURE ESTIMATES BY TYPES - REVENUE

EXPENDITURE	2008/2009 BUDGET	2007/2008 FORECAST	2006/2007 ACTUAL
Employee Costs			
Wages and Salaries	9,141,392	9,236,018	8,154,125
Superannuation	1,240,388	1,159,931	1,120,921
Annual, Sick, LSL Leave	1,419,427	1,574,035	1,429,224
Training/Seminars/Conf./OHS	249,453	92,356	154,729
Others Employment Costs	313,794	337,667	364,278
Oncost/Recovery	(236,541)	(250,222)	(306,163)
	12,127,913	12,149,786	10,917,115
Materials and Services			
Water Purchases	3,181,925	3,262,084	3,213,302
Government Levy	2,851,963	2,724,249	2,594,283
Telephone/Postage Services	188,825	189,754	177,418
Power inc. Street Lighting	945,700	913,590	839,562
Contractors	1,050,292	1,381,229	1,405,400
Professional Consultants Other Services	1,162,855	894,233	863,945
Contributions	427,180	412,307	402,748
Plant Expenses	766,056	719,698	773,983
Advertising/Printing/Other Office Costs	822,437	805,231	784,773
Computer Services and Maintenance	372,680	439,865	271,163
General - Services & Materials	3,647,007	3,948,526	3,932,584
Other Expenses	386,385	415,747	377,372
Plant Oncost/Recovery	(150,951)	(139,100)	(160,802)
Works & Assets Oncost Recovery	(1,470,984)	(1,042,755)	(1,140,093)
Other Oncost/Recovery		7,382	7,094
	14,181,370	14,932,041	14,342,733
Depreciation			
Depreciation	9,771,723	9,277,055	9,242,193
Finance Costs			
Bank Charges	73,120	74,480	69,003
Other finance costs	96,450	89,293	98,556
Unreal (gain)loss holding monetary res	200,000	190,000	190,741
Borrowing costs	704,114	729,539	673,070
	1,073,684	1,083,312	1,031,371
Other Expenses			
Audit services	31,628	25,700	25,704
Councillors' remuneration	188,100	179,678	178,439
Donations paid & Other Cultural Expenses	143,000	205,105	206,132
Insurance	436,620	396,146	441,670
Other	341,700	183,116	220,338
	1,141,048	989,746	1,072,283
TOTAL EXPENDITURE	38,295,738	38,431,941	36,605,695
UNDERLYING OPERATING RESULT - Surplus (Deficit)	(415,523)	(1,684,017)	(2,098,489)
Adjusted for Revenue for Capital Purposes			
Add: Capital Grant		383,820	3,339,278
Add: Donations of Assets	2,000,000	4,607,522	4,378,610
Gain (Loss) on Sale of Non Current Assets		(670,000)	(1,037,276)
	2,000,000	4,321,342	6,680,612
NET OPERATING RESULT FOR YEAR - Surplus (Deficit)	1,584,477	2,637,326	4,582,123

APPENDIX B - ESTIMATED BORROWINGS

Council's purpose in borrowings is not simply to source the funds for projects and acquisitions but to enable an equitable distribution of the cost of those projects and acquisitions between the current and future generations who will gain benefit from the assets and services delivered, in accordance with the principles of intergenerational equity.

Sections 78 and 80 of the Local Government Act 1993 limit a council's borrowings as follows:

Section 78

- 2) A Council may not raise a loan in any financial year exceeding any amount the Treasurer determines for that financial year

Section 80

- 1) Except with the approval of the Minister, a council may not borrow additional money for any purpose if the annual payments required to service the total borrowings would exceed 30% of its revenue of the preceding financial year.
- 2) Grants made to a council for specific purposes are to be excluded in calculating 30% of revenue of the council.

Currently, in order to be recommended to the State Treasurer for approval, Council's borrowing requests must comply with a maximum benchmark level of Net Debt, as a percentage of revenue. This measure is to be supported by a secondary benchmark for Net Interest Cost as a percentage of revenue. The current benchmarks set by the Treasurer are:

- Net Debt to revenue – 40 per cent, and
- Net Interest Cost Ratio – 7 per cent.

Council is proposing to borrow \$3.9 million for the following purposes during the 2008/09 year:

Purpose of borrowings	Estimated Cost \$	Proposed Borrowings \$
Sewerage Projects	5,240,000	3,240,000
Water Projects	695,000	695,000
Totals	5,935,000	3,935,000

This level of borrowing represent a Net Debt to revenue of 20.6 per cent and the Net Interest Cost Ratio is 0.15 per cent. Council's borrowing requirement has been submitted to Treasury and approval is expected in late June.

APPENDIX C - 2008-2009 CAPITAL WORKS PROGRAM

Project	Division	Renewal	Upgrade	New	2007-08 Carry Fwd	Total Project Value	Grant / Ext'l funds
<u>Roads & Bridges</u>							
Formby, Devonport & Westport Junction Upgrade (incl.RTR \$267kx1/2)	W & A	\$300,000				\$300,000	\$133,500
Waniora Street Reconstruction, Kerb, SW and Pave't	W & A	\$227,000				\$227,000	
Hilltop Avenue Reconstruction, (Forbes-Hiller St) (incl.RTR \$267kx1/2)	W & A	\$210,000				\$210,000	\$133,500
Madden Street Reconstruction (Ronald - Madden Cres.)	W & A	\$40,000				\$40,000	
Best & Fenton St Improvements (assoc. with Private Dev't)	W & A		\$37,500			\$37,500	
Nicholls-North Fenton St RAB (Black Spot)	W & A	\$40,000	\$50,000	\$130,000		\$220,000	\$170,000
Loone Lane Upgrade (Shared contribution by Council)	W & A			\$120,000	\$100,000	\$220,000	
Kelcey Tier Rd / Loone Lane Junction Upgrade	W & A		\$195,000		\$40,000	\$235,000	
Nixon Street Footpath (east side-U. George to James St)	W & A			\$38,000		\$38,000	
David Street Footpath (east side - Torquay to Young St)	W & A			\$33,000		\$33,000	
Road Network Annual Reseal Programme 08/09	W & A	\$610,000				\$610,000	
Road Network Annual Street Lighting Provision 08/09	W & A			\$6,000		\$6,000	
Various Roads - Traffic Facilities Annual Provision 08/09	W & A			\$25,000		\$25,000	
Road Network Miscellaneous Contributions Annual Provision 08/09	W & A			\$25,000		\$25,000	
Formby Road Upgrade - Design and Investigations	W & A		\$200,000			\$200,000	
Gunn & Stewart Roundabout (Black Spot deferred from 07/08)	W & A				\$150,000	\$150,000	\$150,000
Nixon and Nicholls Roundabout Pavement Upgrade	W & A				\$80,000	\$80,000	
Forth Road Bridge, Guardrail Improvement & Surface Treatment	W & A				\$50,000	\$50,000	
CBD - Stewart Street Redevelopment - Investigation & Design	W & A			\$30,000		\$30,000	
Fourways - William Street Traffic Improvements- Investigations	W & A			\$20,000		\$20,000	
Stephen Street Footpath -Melaleuca Contribution (labour & plant)	W & A			\$8,000		\$8,000	
		\$1,427,000	\$482,500	\$435,000	\$420,000	\$2,764,500	\$587,000
Estimated Cost (including Grants and external funds)		\$2,344,500					

APPENDIX C - 2008-2009 CAPITAL WORKS PROGRAM

Project	Division	Renewal	Upgrade	New	2007-08 Carry Fwd	Total Project Value	Grant / Ext'l funds	
Sewer								
Horsehead Creek SPS 2.5 ML storage including flow meter	W & A	\$145,000	\$1,855,000		\$1,658,000	\$3,658,000		
Caroline Street SPS partial PS Upgrade Switchboard, Stage 1	W & A	\$310,000		\$94,000	\$166,000	\$570,000		
William Street Main Rehabilitation & Relief Valve	W & A	\$204,000				\$204,000		
SCADA Implementation	W & A	\$100,000				\$100,000		
Caroline Street SPS Odour Control	W & A			\$140,000	\$88,000	\$228,000		
Steele Street / Fig of Eight - New SPS and Switchboard	W & A		\$84,000		\$25,000	\$109,000		
Sewer annual provision including contribution to develop'ts	W & A		\$75,000			\$75,000		
PWWTP - Upgrades & Safety Improvements	W & A	\$25,000	\$165,000	\$52,000	\$49,000	\$291,000		
Trade Waste Instrumentation and Treatment	W & A			\$30,000		\$30,000		
Mersey River Tunnel & Shaft Dewatering	W & A				\$55,000	\$55,000		
Sewer Network Western Trunk PH Control - SES Shed	W & A				\$26,000	\$26,000		
RV Dump Point (Horsehead Creek)	W & A			\$10,000		\$10,000		
		\$784,000	\$2,179,000	\$326,000	\$2,067,000	\$5,356,000	\$0	
Estimated Cost (including Grants and external funds)		\$3,289,000						
Stormwater								
Winspears Road DN 450-525 Stormwater Upgrade	W & A		\$50,000			\$50,000		
Steele Street Duplication , Nixon to No. 196	W & A		\$110,000			\$110,000		
Nixon Street Duplication , McBride to Steele Street	W & A		\$70,000			\$70,000		
Stormwater Misc Annual Provision	W & A			\$50,000		\$50,000		
Stormwater Pit Upgrade Annual Provision	W & A		\$50,000			\$50,000		
Parker & Fenton Stormwater Reticulation Servicing 66-70 Fenton St.	W & A				\$15,000	\$15,000		
Highfield Road Trunk Extension	W & A				\$80,000	\$80,000		
		\$0	\$280,000	\$50,000	\$95,000	\$425,000	\$0	
Estimated Cost (including Grants and external funds)		\$330,000						

APPENDIX C - 2008-2009 CAPITAL WORKS PROGRAM

Project	Division	Renewal	Upgrade	New	2007-08 Carry Fwd	Total Project Value	Grant / Ext'l funds
Water							
Stony Rise / Bass Hwy Link via Gatenby Dr- DN375/300 - Part 1	W & A		\$100,000	Substitute with Hillcrest St - Andrews Dr Water if Development stalls		\$100,000	
Stony Rise / Bass Hwy Link DN 450/375 – Stage 2 - Part 1	W & A		\$100,000			\$100,000	
Stony Rise / Horse Head Creek DN 450	W & A	\$250,000				\$250,000	
Devonport Road (Formby Jcn) Upsize DN150 to DN200 (linked to RAB)	W & A			\$60,000		\$60,000	
Kelcey Tier WPS Power Unit	W & A			\$20,000		\$20,000	
Tugrah Road - CCW Main Connection	W & A			\$15,000		\$15,000	
Misc. provision incl. contribution to develop'ts & new services	W & A			\$75,000		\$75,000	
Laycock Road Watermain Connection No 46-66	W & A				\$20,000	\$20,000	
Laycock to Kelcey Tier Road 63 OD Sub Main	W & A				\$20,000	\$20,000	
Steele St LP- Surrey to Georgiana Upsize	W & A				\$10,000	\$10,000	
		\$250,000	\$200,000	\$170,000	\$50,000	\$670,000	\$0
Estimated Cost (including Grants and external funds)		\$620,000					

Parks, Gardens & Recreation							
Victoria Street Play Space Redevelopment	W & A		\$35,000			\$35,000	
Berkeley Court Play Space Redevelopment	W & A		\$40,000			\$40,000	
Lawn Cemetery Plinth Extensions	W & A			\$40,000		\$40,000	
Lawn Cemetery Access Rd & Irrigation	W & A			\$40,000		\$40,000	
Pilot installation Solar Lighting (Best St CP & HH Crk Res)	W & A			\$35,000		\$35,000	
Victoria Parade Parklands Carpark Improvements	W & A			\$13,000		\$13,000	
Devonport Oval Cycle Track Upgrade-hotmix & Plexipave	W & A	\$130,000			\$80,000	\$210,000	
Cycle – Walking Path Hotmix Overlay / Upgrade	W & A		\$40,000			\$40,000	
DESP - Wheeler & Tarleton Streets Upgrades	GM		\$400,000			\$400,000	
DESP - Wheeler & Tarleton Streets Upgrades - Govt funding c/over cont	GM	\$610,000		\$915,000		\$1,525,000	\$1,525,000
Skate Park Seed Funding+grant	CS	\$30,000	\$29,903	\$30,000	\$45,000	\$134,903	\$59,903
Devonport Oval Track lights - removal & replacement	W & A		\$615,000			\$615,000	
Roundhouse Park Power Supply Upgrade (West side) - Stage 1	W & A		\$40,000			\$40,000	
		\$770,000	\$1,199,903	\$1,073,000	\$125,000	\$3,167,903	\$1,584,903
Estimated Cost (including Grants and external funds)		\$3,042,903					

APPENDIX C - 2008-2009 CAPITAL WORKS PROGRAM

Project	Division	Renewal	Upgrade	New	2007-08 Carry Fwd	Total Project Value	Grant / Ex'l funds
<u>Buildings & Facilities</u>							
Best Street Office Accommodation	C & F	\$390,000				\$390,000	
Swipe Card Key System - Best Street Admin bldg St2	W & A	\$25,000				\$25,000	
Art Gallery Acquisitions	CS			\$20,000		\$20,000	
WTS Push Pit Catch Fence and site improvements	W & A			\$50,000		\$50,000	
Demolition of old Bluff toilet & linking pathway to new amenities	W & A			\$30,000		\$30,000	
Council Master Keying System (stage 3)	W & A		\$20,000			\$20,000	
Depot Modifications	W & A		\$80,000			\$80,000	
Home Hill Redevelopment (Stage 1)	CS			\$480,000		\$480,000	\$330,000
King Street Taxi Rank relocation and modifications	W & A			\$25,000		\$25,000	
		\$415,000	\$100,000	\$605,000	\$0	\$1,120,000	\$330,000
Estimated Cost (including Grants and external funds)		\$1,120,000					
<u>Plant, Equipment & Furniture</u>							
Large Plant & Equipment	W & A	\$510,000				\$510,000	
Fleet & small vehicle replacements	W & A	\$300,000				\$300,000	
Mobile Phone Replacement and Upgrades	W & A	\$20,000				\$20,000	
Furniture & Fittings – New and Replacement Purch's	W & A	\$25,000		\$25,000		\$50,000	
DECC - replacement of Audio Infrastructure	CS		\$95,000			\$95,000	
Information Tech- New & replacement software	IT		\$127,700	\$262,730		\$390,430	
		\$855,000	\$222,700	\$287,730	\$0	\$1,365,430	\$0
Estimated Cost (including Grants and external funds)		\$1,365,430					
<u>Corporate</u>							
Crown Land purchases - locations tbc	GM			\$200,000		\$200,000	
		\$0	\$0	\$200,000	\$0	\$200,000	\$0
Estimated Cost (including Grants and external funds)		\$200,000					
<u>SUMMARY</u>							
BUDGET BY TYPE		\$4,501,000	\$4,664,103	\$3,146,730	\$2,757,000		\$2,501,903
TOTAL BUDGET (Excluding Carryover funds)		\$12,311,833			TOTAL	\$15,068,833	

Recommendation

That Council makes rates and charges for the period 1 July 2008 to 30 June 2009 in accordance with the resolutions which follow.

1. General Rate

- 1.1 Pursuant to Section 90 of the Act, Council makes the following general rate on all rateable land (excluding land which is exempt pursuant to the provisions of Section 87) within the municipal area of Devonport for the period commencing 1 July 2008 and ending 30 June 2009, namely a rate of \$0.117590 cents in the dollar on the assessed annual value of the land.
- 1.2 That pursuant to Section 107 of the Act Council declares, by absolute majority, that the general rate is varied as follows and by reference to the following factors:
 - (a) for all land which is used or predominantly used for primary production vary the general rate by decreasing it to \$0.067648 cents in the dollar of the assessed annual value of the land;
 - (b) for all land which is vacant and is not used for any purpose, vary the general rate by decreasing it to \$0.067648 cents in the dollar of the assessed annual value of the land;
 - (c) for all land which is separately assessed and is predominantly used as a residential dwelling and where the number of residential dwellings does not exceed 1 on such land, vary the general rate to \$0.102396 cents in the dollar of the assessed annual value of the land.

2. Water Supply

- 2.1 Pursuant to Sections 93, 93A, 94, 94A and 95 of the Act, Council makes the following service rates and service charges on all rateable land within the municipal area of Devonport (including land which is otherwise exempt from rates pursuant to Section 87 but excluding land owned by the Crown to which Council does not supply any of the following services) for the period commencing 1 July 2008 and ending 30 June 2009 namely:
 - (a) a service rate for water supply on all land which receives a water supply or is within 30 metres of the nearest boundary of the land from a Council pipe carrying water of \$0.030348 cents in the dollar of the assessed annual value of the land. Pursuant to Section 93(3) Council sets a minimum amount payable in respect of this rate in the sum of \$120.00;
 - (b) pursuant to Section 107 of the Act Council declares, by absolute majority, that the service rate for water supply is varied as follows:
 - (i) for all separately assessed land which is used or predominantly used as a residential dwelling and where the number of residential dwellings on such land does not exceed 1, vary the rate by decreasing it to \$0.00 cents in the dollar of the assessed annual value of the land and vary the minimum amount payable to \$0.00.

APPENDIX D - MAKING OF RATES AND CHARGES

- (c) in addition to the service rate for water supply, Council makes a separate fixed service charge for water supply on all land which receives a water supply or is within 30 metres of the nearest boundary of the land from a Council pipe carrying water of \$222.00;
- (d) pursuant to Sections 94(3) and 107 of the Act Council declares by absolute majority that the separate fixed charge for water supply is varied to \$0.00 for all land which is liable to pay the service rate for water supply determined at paragraph 2.1(a) of these resolutions;
- (e) in addition to the fixed service charge for the supply of water and the service rate for water supply, pursuant to Section 94A of the Act Council makes the following volumetric charges for water supplied in respect of all land which receives a metered supply of water:
 - (i) \$0.45c per kilolitre for a treated supply of water;
 - (ii) \$0.36c per kilolitre for an untreated supply of water.

3. Sewage Removal

- 3.1 Pursuant to Sections 93, 93A, 94, 94A and 95 of the Act Council makes the following service rates or service charges on all rateable land within the municipal area of Devonport (including land which is otherwise exempt from rates pursuant to Section 87 but excluding land owned by the Crown to which Council does not supply any of the following services) for the period commencing 1 July 2008 and ending 30 June 2009 namely;
- (a) a service rate for sewerage removal on all land which drains into Council's common sewer or drain or is within 30 metres of the nearest boundary of the land from Council's common sewer or drain of \$0.035923 cents in the dollar of the assessed annual value of the land. Pursuant to Section 93(3) Council sets a minimum amount payable in respect of this rate in the sum of \$150.00;
 - (b) pursuant to Section 107 of the Act, Council declares by absolute majority, that the service rate for sewerage removal varies within different parts of the municipal area as follows:
 - (i) for all land which is separately assessed and is used or predominantly used as a residential dwelling where the number of residential dwellings does not exceed 1, vary the rate to \$0.00 cents in the dollar of the assessed annual value of the land and vary the minimum amount payable to \$0.00;
 - (c) in addition to the service rate for sewerage removal, Council makes a separate service charge for sewerage removal on all land which drains into Council's common sewer or drain or is within 30 metres at the nearest boundary of the land from Council's common sewer or drain of \$273;
 - (d) pursuant to sections 94(3) and 107 Council declares by absolute majority that the service charge for sewerage removal is varied to \$0.00 for all land which is liable to pay the service rate for sewerage removal determined at paragraph 3.1(a) of these resolutions.

4. Waste Management

- 4.1 Pursuant to Sections 93, 93A, 94, 94A and 95 of the Act Council makes the following service rates or service charges on all rateable land within the municipal area of Devonport (including land which is otherwise exempt from rates pursuant to Section 87 but excluding land owned by the Crown to which Council does not supply any of the following services) for the period commencing 1 July 2008 and ending 30 June 2009 namely;
- (a) a service rate for waste management (garbage removal) upon all land to which Council supplies or makes available a garbage removal service of \$0.016019 cents in the dollar of the assessed annual value of the land. Pursuant to Section 93(3) Council sets a minimum amount payable in respect of this rate of \$15.00;
 - (b) pursuant to Section 107 of the Act Council, by absolute majority, declares that the service rate for waste management (garbage removal) is varied by reference to the use or predominant use of land as follows:
 - (i) for all land which is separately assessed and which is used or predominantly used as a residential dwelling and where the number of residential dwellings on such land does not exceed 1, vary the service rate to \$0.00 cents in the dollar of the assessed annual value of the land and vary the minimum amount payable to \$ 0.00 ;
 - (c) in addition to the service rate for waste management, Council makes a separate service charge for waste management (garbage removal) for all land to which Council supplies or makes available a garbage removal service of \$152;
 - (d) pursuant to sections 94(3) and 107 of the Act, Council declares by absolute majority that the service charge for waste management (garbage removal) is varied to \$0.00 for all land which is liable to pay the service rate for waste management determined at clause 4.1(a) of these resolutions.

5. Stormwater Removal

- 5.1 Pursuant to Sections 93, 93A, 94, 94A and 95 of the Act Council makes the following service rates or service charges on all rateable land within the municipal area of Devonport (including land which is otherwise exempt from rates pursuant to Section 87 but excluding land owned by the Crown to which Council does not supply any of the following services) for the period commencing 1 July 2008 and ending 30 June 2009 namely;
- (a) a service rate for stormwater removal on all land which drains into Council's common drain or is within 30 metres at the nearest boundary of the land from Council's common drain of \$0.017817 cents in the dollar of the assessed annual value of the land. Pursuant to Section 93(3) Council sets a minimum amount payable in respect of this rate in the sum of \$70.00;
 - (b) pursuant to Section 107 of the Act Council, by absolute majority, declares that the service rate for stormwater removal is varied by reference to the use or predominant use of land as follows:
 - (i) where land is separately assessed and is used or predominantly used as a residential dwelling and where the number of residential dwellings on the land does not exceed 1, vary the rate to \$0.00 cents in the dollar of the

APPENDIX D - MAKING OF RATES AND CHARGES

assessed annual value of the land and vary the minimum amount payable to \$0.00;

- (c) in addition to the service rate for stormwater removal, Council makes a separate service charge for stormwater removal on all land which drains into Council's stormwater removal system or is within 30 meters at the nearest boundary of the land from a pipe which is part of Council's system of \$110;
- (d) pursuant to sections 94(3) and 107, Council declares by absolute majority that the service charge for stormwater removal is varied to \$0.00 for all land which is liable to pay the service rate for stormwater removal determined at clause 5.1 (a) of these resolutions.

6. Service Rates - Fire Service

- 6.1 Pursuant to Section 93A of the Act, Council makes the following service rates in respect of the fire service contributions it must collect under the Fire Service Act 1979 for the rateable parcels of land within the municipal area of Devonport for the period commencing 1 July 2008 and ending 30 June 2009 as follows;

District	Cents in the dollar of assessed annual value
Devonport Urban Fire District	\$ 0.013309
Forth/Leith Fire District	\$ 0.00411
General land	\$ 0.003155

- 6.2 Pursuant to Section 93(3) of the Act Council sets a minimum amount payable in respect of this rate of \$32.00

7. Wrenswood Drive Water Charge

- 7.1 Pursuant to Section 100 of the Act, and in addition to any other rates or charges, Council by absolute majority and in respect of the financial year commencing 1 July 2008, makes a separate charge in respect of the rateable land within part of its municipal area identified at clause 7.2, for the purpose of planning, carrying out, making available, maintaining or improving the reticulation of water supply to the land the subject of this charge which is intended to be of particular benefit to that land, the owners and occupiers of that land namely a charge of \$970.00.
- 7.2 The land to which this charge applies is numbers 5-161 Wrenswood Drive Spreyton, inclusive but excluding 42 and 160 and numbers 63-65 Durkins Road Spreyton inclusive each as identified on Council plan number WDW-200501.

8. Separate Land

- 8.1 Except where it is expressly provided to the contrary, for the purposes of these resolutions the rates and charges shall apply to each parcel of land which is shown as being separately valued in the valuation list prepared under the Valuation of Land Act 2001.

APPENDIX D - MAKING OF RATES AND CHARGES

9. Adjusted Values

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

10. Instalment Payments

- 10.1 Pursuant to Section 124 of the Act Council;
- (a) decides that all rates are payable by all rate payers by eight instalments which must be of approximately equal amounts;
 - (b) determines that the dates by which instalments are to be paid shall be as follows;
 - (i) the first instalment on or before the 31st August 2008;
 - (ii) the second instalment on or before the 30th September 2008;
 - (iii) the third instalment on or before the 31st October 2008;
 - (iv) the fourth instalment on or before the 30th November 2008;
 - (v) the fifth instalment on or before the 31st January 2009;
 - (vi) the six instalment on or before the 28th February 2009;
 - (vii) the seventh instalment on or before the 31st March 2009;
 - (viii) the eighth instalment on or before the 30th April 2009
 - (c) if a ratepayer fails to pay any instalment within 21 days from the date on which it is due, ratepayer must then pay the full amount of the balance owing.

11. Penalty

- 11.1 Pursuant to Section 128 of the Act if any rate or instalment is not paid on or before the date it falls due then there is payable a penalty of 10% of the unpaid rate or instalment, calculated from 31 May 2009.

12. General Rate (Single Dwelling) Remission

- 12.1 Pursuant to Section 129(4) of the Act, Council by absolute majority grants a remission to the class of rate payers liable to pay the general rate pursuant to clause 1.2(c) of these resolutions by remitting any amount which is payable in excess of the sum of \$1280.00

13. Words and Expressions

- 13.1 In these resolutions words and expressions which are the same as those used in the Local Government Act 1993 or the Fire Service Act 1979 have in these resolutions the same respective meanings as they have in those Acts.

APPENDIX E - LIST OF FEES & CHARGES

Parking Fees

	Charge 2008/2009 (Incl GST)
Street Meter Fees	\$1.20 per hour
Carpark Fees (excluding Wenvoe Street)	\$1.20 per hour
Meter Hoods	\$15.00 per day
Reserved Parking	\$660 per year (incl GST)
Meter Permit	\$165 per year (incl GST)
Wenvoe Street Carpark	\$0.60 per hour to a maximum of \$3.60 per day

Parking Infringements

	Charge 2008/2009 (GST Exempt)
Infringement Notice	\$12.00
Unpaid after 14 days and before 28 days	\$25.00
Parking Offences paid after 28 days and before referral to MPES	\$50.00

Traffic Infringement Fines

	Charge 2008/2009 (GST Exempt)
Traffic Infringement Notice (Loading Zone, No Parking)	\$50.00
Traffic Infringement Notice (Time Zone)	\$35.00
Traffic Infringement Notice (Disabled Site)	\$80.00
Traffic Infringement Notice (No Standing)	\$80.00
Traffic Infringement Notice (Yellow Lines)	\$80.00

Certificates

	Charge 2008/2009 (GST Exempt)
Section 132	\$35.00
Section 337	\$59.00

Miscellaneous

	Charge 2008/2009 (Incl GST)
Minute Book extract	not exceeding 1 fee unit for every 5 pages
Copy of By-Law	\$0.50 per page
Copy of Annual Report	\$5.00
Copy of Strategic Plan or Annual	\$5.00
Abatement of Fire Nuisance	Actual + \$5.00
Development Application and accompanying documentation	\$2.00 plus \$0.20 per page
Hire of Data/Multimedia Projector	\$200.00 per day (GST free)

APPENDIX E - LIST OF FEES & CHARGES

Cemeteries

	Charge 2008/2009 (Incl GST)
Devonport Cemetery	
Adult – Digging	\$121.00
Child – Digging	\$88.00
Interment Fee (Ashes)	\$33.00
Mersey Vale	
Plot – Adult (over 15 years)	\$869.00
Plot – Child (4-15 years)	\$429.00
Plot – Child (0-3 years)	\$297.00
Plot – Child (0-6 months when an existing site is re-used)	No charge
Double depth burial (this fee is in addition to the normal burial fees and includes the right to a further burial in this plot)	\$220.00
Saturday charge	\$429.00
Vase	\$28.00
Exhumation	\$1,200.00
Concrete plinths for existing grave	\$55.00
Placing ashes in Niche or burying ashes in new site	\$198.00
Burying ashes in existing site	\$99.00
Placing ashes in Rose Garden & Tree Garden	\$363.00
Reservation fee – Plot	\$330.00
Reservation fee – Rose Garden	\$137.00
Reservation fee – Wall Niche	\$66.00
Installation of Plaques	
Concrete plinth & installation of plaque – old section	\$55.00
Concrete plinth & installation of plaque – new section	\$88.00
War Service Plaques	\$55.00
Wall Niche	\$33.00
Rose Garden	\$33.00

Plaque Costs

	Charge 2008/2009 (Incl GST)
Design Burial Plaques – Full Sculpted	
Type 559mm x 305mm (22"x12") single 4 line Add \$20 per line after 4 lines	\$942.00
22"x12" (Dual)	
3 line plaque with 2/3 line D/P	\$1,180.00
3 line plaque with 4/5/6 line D/P	\$1,223.00
Book of Life Design 864mmx356mm (34"x14")	
Master Plaque including one page [3414A]	\$1,272.00
Second page [P/2 14]	\$554.00

APPENDIX E - LIST OF FEES & CHARGES

Plaque Costs cont'd

	Charge 2008/2009 (Incl GST)
381mmx279mm (15"x11") Single 8 lines	\$551.00
3 line plaque with 2/3 line D/P	\$775.00
3 line plaque with 4/5/6 line D/P	\$799.00
381mmx279mm (15"x11") Modular 8 lines only add \$20.00 extra line	\$643.00
381mmx216mm (15"x8 1/2") Single up to 8 lines	\$429.00
Detachable Plates	
2 lines	\$119.00
3 lines	\$141.00
4/5 lines	\$172.00
Niche Wall Plaque (3 lines) C137 x102	\$184.00
Rose Garden 143mmx133mm 3 line	\$218.00
Vases (Basic)	\$28.00

Note:

10% metal surcharge has been discontinued but added into Arrow Bronze new price

Health Fees

	Charge 2008/2009 (GST Exempt)
Registration and Licence Fees	
Food premises application and renewal (includes 2 free inspections per annum)	\$110.00
Subsequent inspection	\$50.00
Temporary Food Licence (food stalls etc)	
1 day	\$20.00
2-4 days	\$50.00
12 months	\$110.00
Public Street Vending Permit	\$110.00
On Street Dining Licence	\$20.00
Fee	\$5 per m ²
Place of Assembly Application and Renewal	\$110.00
Place of Assembly – Specific events	\$110.00
Skin Penetration Application & Renewal	\$55.00
Cooling Towers	\$75.00
Septic Tanks/AWTS	
Assessment – Special Plumbing Permit	\$110.00

APPENDIX E - LIST OF FEES & CHARGES

Health Fees cont'd

	Charge 2008/2009 (Incl GST)
Food Hygiene Education (for Community Groups)	\$50.00 per hour No charge
Fire Hazards Administrative Fee – Authorisation for fire hazards	\$100.00
Overnight Camping Permit Permit for overnight campervan stop (fully self-contained)	\$5.00 per night

Dogs

	Charge 2008/2009 (GST Exempt)
Registration fee for each male or female dog, when paid:	
(a) by 31 July	\$45.00
(b) after 31 July	\$55.00
(c) \$10 discount applies when evidence has been provided that the dog has been microchipped.	
Registration fee, on production of evidence:	
(i) for each working dog	
(ii) for each pure-bred dog referred to in the Dog Control Act 2000	
(iii) for each greyhound referred to the Dog Control Act 2000 for each obedience trained dog owned by members of a recognised Dog Training Club when paid:	
(a) by 31 July	\$20.00
(b) after 31 July	\$25.00
(c) \$5 discount applies when evidence has been provided that the dog has been microchipped.	
Registration fee for dog owned by pensioner (one dog only) when paid:	
(a) by 31 July	\$10.00
(b) after 31 July	\$12.00
(c) \$5 discount applied when evidence has been provided that the dog has been microchipped.	
Registration fee for each desexed dog (evidence to be provided), when paid:	
(a) by 31 July	\$15.00
(b) after 31 July	\$20.00
(c) \$5 discount applies when evidence has been provided that the dog has been microchipped.	
Lifetime Registration (for the life of the dog) Dog must be desexed & microchipped (evidence to be provided) Refund policy – 50% refund within 3 years)	\$100.00
Declared Dangerous Dog	\$120.00
Guide Dog for the Blind	No charge

APPENDIX E - LIST OF FEES & CHARGES

Dogs cont'd

	Charge 2008/2009 (GST Exempt)
Kennel Licence:	
3-5 dogs	\$65.00
>5 dogs	\$85.00
Renewals	\$35.00
Impounding	
Pound maintenance charge for each dog per day	\$20.00
Large animals (horses, bovines, sheep, goats, pigs)	\$40.00
Cat Traps Hire	
Employed (non concession)	\$20.00
Unemployed & pensioners	\$10.00

Planning Fees

	Charge 2008/2009 (Incl GST)
Application under S58 of Land Use Planning & Approvals Act 1993 (LUPAA)	\$100.00 plus \$1.00 per \$1,000.00 of the total cost of all buildings and works
Application under S57 of Land Use Planning & Approvals Act 1993 (LUPAA) or S34 of Historic Cultural Heritage Act 1995	\$225.00 plus \$1.00 per \$1,000.00 of the total cost of all buildings and works plus \$250.00 for notification costs plus any assessment costs listed under Building Fees or, in relation to a subdivision \$400.00 plus \$100.00 for each new lot plus \$250.00 notification costs plus any assessments costs listed under Building Fees
Infrastructure Services Assessment of Subdivisions or other Applications	
Roadworks	\$580.00 plus \$32.00 per 100m
Sewerage Works	\$275.00 plus \$52.00 per 100m
Drainage Works	\$275.00 plus \$52.00 per 100m
Water Supply Works	\$210.00 plus \$11.00 per lot
Sealing of documents under Part 5 LUPAA, Part 7 Historic Cultural Heritage Act 1995 And Part 3 LGBMP	\$200.00
Making of Adhesion Order under S110 of the Local Government (Building & Miscellaneous Provisions) Act 1993	\$200.00 or \$100.00 where determination is made under a permit application
Approval of Certificate under S31 Strata Act 1998	\$100.00 plus \$20 per lot
Approval of Staged Development Scheme Under S36 Strata Act 1998	\$200.00 plus \$20.00 per unit

APPENDIX E - LIST OF FEES & CHARGES

Planning Fees cont'd

	Charge 2008/2009 (Incl GST)
Request for Scheme Amendment under S33 LUPAA	\$800.00 plus \$350.00 for notification costs plus RPDC Fee
Request for Scheme Amendment under S43 LUPAA (Joint Permit Application and Amendment)	\$1,750.00 plus \$350.00 for notification costs plus RPDC fee, plus \$1.00 per \$1,000.00 of the total cost of all buildings and works
Hard copy of Planning Scheme (written ordinance only)	\$50.00
Amendment to Permit S56 LUPAA	\$100.00
Request for Extension to Period of Permit under S53(5A) LUPAA	\$100.00
Approvals, permits, amendments or other consents not listed above as provided for under legislation, regulation, crown licences or similar requiring to resource management or land use planning assessment	As per application under S57 of Land Use Planning and Approval Act (LUPAA) or S34 of Historic Cultural Heritage Act 1995 exclusive of notification costs
Fee for Public Open Space (POS) and Roads (Bond for Titles)	\$500.00
Assessment under Environmental Management and Pollution Control Act 1994	To be determined in consultation with Council

Building Fees (Building Surveying)

	Charge 2008/2009 (Incl GST)
Amended Plans (depending on size)	\$57.00 to \$114.00
Inspections	
For Stratum titles	\$80 per unit
Others	\$80 per unit

Building Fees (Building Authority)

	Charge 2008/2009 (Incl GST)
Building Permit Assessment Cost	\$73.00
Class 10	\$62.00
Class 1	\$156.00
Class 2-9 (<500m ²)	\$156.00
Class 2-9 (>500m ²)	\$187.00
Building Certificate/Order	\$60.00

APPENDIX E - LIST OF FEES & CHARGES

Building Fees (Building Authority) cont'd

	Charge 2008/2009 (Incl GST)
Certificate of Completion	\$62.00
Permit Renewal	
Class 1 & 10	\$57.00
Class 2 to 9	\$114.00
Demolition	\$62.00
Amended Plans (depending on size)	\$57.00-\$114.00
Building Certificates – Inspection Fee	\$150.00
For Stratum Titles	\$125.00
Others	\$125.00
Search Fee	\$15.00
Cancellation of Building Permit	\$80.00

Plumbing/Drainage Fees

	Charge 2008/2008 (Incl GST)
Sewer House Connection	
Preparation of Plan and Testing	\$83.00 + \$31.00 per WC
Stormwater Connection	
Preparation of Plan and Inspection	\$52.00 + \$10.00 per downpipe
Additions and Alterations	
To Plans & Sewer	\$42.00 + \$31.00 per WC
To Stormwater	\$42.00 + \$10.00 per downpipe
Application for Special Connection Permit	\$62.00
Re-inspections	\$42.00
Additional Inspections	\$42.00
As Constructed Drainage Plans	\$42.00
Certificate of Completion	\$62.00
Piping In Inspection	\$73.00
Additional Inspections Per Unit	\$42.00
Assessment Cost Only	\$73.00
Connection of Sewer/Stormwater	
Up to 1.4m deep	\$1,881.00
1.4 to 1.8m deep	\$2,448.00

Note:

1. Connections are for up to 150mm Dia and within 3 metres of the boundary.
2. Connections deeper than 1.8 metres or greater than 150mm Dia subject to separate quotation.
3. Where surface reinstatement other than grass is required refer to Road and Footpath Reinstatement and Footpath and Crossover Construction for additional charges.

APPENDIX E - LIST OF FEES & CHARGES

General Administration

A4 Photocopy	\$2.00 per page
A3 Photocopy	\$3.00 per page

Water Connections

Metered Connections	Size	Charge 2008/2009 (Incl GST)
Residential	20mm	\$2,547.00
Commercial	25mm	\$2,673.00
Industrial	40mm	P.O.A.*
	50mm	P.O.A.*
	100mm	P.O.A.*

Note:

A connection fee of \$2,547 is not applicable to domestic purposes in accordance with Section 38(2) of Waterworks Clauses Act, 1952.

* P.O.A. = Price on Application

Meter Relocation	Charge 2008/2009 (Incl GST)
Under 3 metres	\$966.00
Over 3m to 5m	\$1,127.00
Renewals 19mm	\$143.00

Note:

1. Renewals charges do not apply for fair wear and tear.
2. Relocations beyond 5m subject to separate quotation

Special reading of water meter on request	\$66.00
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Note:

Special reading is any reading other than half yearly reading cycle.

Water Tanker Delivery Charges

Rate per Load	Charge 2008/2009 (Incl GST)
Wayside Consumers Non-Continuous Supply	\$220.00
Supply Tanks Within City Boundary	\$220.00
Supply Tanks Outside City Boundary *	\$345.00
Supply to External Tanker Operators (hydrant access approval required)	\$1.90 per kL

Note:

1 load = 10,500 litres

- * Any deliveries outside the City Boundary are only undertaken with the approval of the Director of Works & Assets.

APPENDIX E - LIST OF FEES & CHARGES

Road and Footpath Reinstatement

	Charge 2008/2009 (Incl GST)
Footpath (per m²)	
Gravel	\$32.00
Nature Strip	\$32.00
Bitumen	\$49.00
Concrete	\$91.00
Concrete Vehicular Access	\$108.00
Paving Blocks (reuse blocks)	\$120.00
Paving Blocks (new blocks)	\$176.00
Road Pavement (per m²)	
Gravel	\$32.00
Bitumen	\$105.00
Minimum Charge	
Per Site	\$194.00

Footpath and Crossover Construction

	Charge 2008/2009 (Incl GST)
Concrete	
Footpath Domestic	\$92.00
Crossover Domestic in Conjunction with Footpath or Kerb and Channel Works	\$109.00
Crossover Domestic in Isolation	\$120.00
Footpath Non Domestic	\$97.00
Crossover Non Domestic	\$125.00
Establishment Fee	\$137.00
Hotmix	
Footpath Domestic	\$97.00
Crossover Domestic in Conjunction with Footpath or Kerb and Channel Works	\$114.00
Crossover Domestic in Isolation	\$125.00
Footpath Non Domestic	\$105.00
Crossover Non Domestic	\$131.00
Establishment Fee	\$137.00
Paving Blocks	
Footpath Domestic	\$160.00
Crossover Domestic in Conjunction with Footpath or Kerb and Channel Works	\$160.00
Crossover Domestic in Isolation	\$160.00
Footpath Non Domestic	\$160.00
Crossover Non Domestic	\$160.00
Establishment Fee	\$137.00

Note:

The above rates are for quantities up to 15m². For projects in excess of 15m² separate quotation is undertaken.

APPENDIX E - LIST OF FEES & CHARGES

Fingerboard Information Signage

	Charge 2008/2009 (Incl GST)
Signage requiring up to 11 letters	\$94.00
Signage requiring more than 11 letters	\$120.00

Note:

Provision of mounting post for signs to be quoted separately.

Plant Hire Rates (External)

	Hire Rate \$/Hour 2008/2009 (Incl GST & On costs)
Sedans	\$4.60
Station Wagons	\$4.60
Light Panel Vans	\$7.40
Utilities	\$8.20
Trucks 21 Tonne	\$31.00
Trucks 13 Tonne + Flocon	\$28.00
Trucks 8 Tonne	\$20.40
Trucks 5 Tonne	\$13.90
Trucks 3 Tonne	\$11.80
Trucks Garbage (Large)	\$62.75
Trucks Garbage (Small)	\$34.80
Backhoes	\$40.00
Compressors	\$60.50
Excavators	\$68.00
Loaders – Wheeled Light	\$59.00
Loaders – Wheeled Heavy	\$72.60
Kerbmaker	\$155.00
Parks Chipper	\$29.80
Mowers	\$22.70
Rollers – Heavy	\$53.00
Rollers – Light	\$18.90
Street Sweepers	\$34.80
Tractors – Wheeled	\$28.80
Portable Crib Rooms & Tool Shed	\$2.20
Concrete Cutting Saws	\$85.00

Note:

External hire of plant or equipment not shown in the Plant Hire Rates (External) shall be with the express approval of the Director of Works & Assets at a rate calculated in accordance with Council policies.

APPENDIX E - LIST OF FEES & CHARGES

Waste Disposal Charges

	Charge 2008/2009 (Incl GST)
Cars/Station Wages (up to 0.5 m ³)	\$3.00
Utilities, small trailers (up to 2.0 m ³)	\$5.00
Large trailers, trucks to 4.5 GVM	\$10.00
Trucks above 4.5 GMV	Charge by weight
Landfill waste	\$85.00/tonne*
Separated waste (less than 50% to landfill)	\$60.00/tonne*
Non-landfill waste	\$40.00/tonne*

Motor Vehicle Bodies

No charge

Tyres

Car & Motorcycle Tyres	\$4.00 each
Light Truck (up to 9.5GMV) & 4 Wheel Drive Trucks	\$7.00 each
Earthmovers & Tractors (cut in half)	\$13.00 each
Earthmovers & Tractors (uncut)	\$13.00 each
	\$25.00 each

Other

Asbestos	\$15.00 per m ³
Recyclables (bottles, cans, newspaper)	No charge

Note:

Equivalent charges based on m³ rates will be used until weigh bridge is operational.

Trade Waste Charges

Service Charge

	Charge 2008/2009 (Incl GST)
Flow	\$0.402 per kL
BOD	\$0.563 per kg
Non Filtrable Residue	\$0.391 per kg
Oil & Grease	\$3.96 per kg
Council sampling including external laboratory testing	\$222.00 per sample
Discharge of septic tank waste and sewerage sludge, etc	\$13.00 per kL

Trade Waste Industrial

Registration Fee	\$45.00
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Note:

1. Notice of fees to be issued quarterly for discharges under 250kL/day and monthly for discharges of over 250kL/day.
2. The Director of Works & Assets be authorised to exempt any permit holder from payment of the trade waste discharge if:
 - a) the trade waste discharge from those premises complies at all times during any permit period with the requirements of the permit and the permit applying to those premises;
 - b) the trade waste discharge fee in respect of those premises is less than the amount stipulated from time to time by Council; and

APPENDIX E - LIST OF FEES & CHARGES

Trade Waste Charges cont'd

- c) the amount stipulated for the purposes of exemption from payment of a trade waste discharge fee in accordance with a) above is four times the minimum sewerage rate, for lands other than residential, set by Council each year.
3. Authorise the affixing of the Seal to a public notice notifying the Trade Waste Discharge Fee.

Discharge of Septic Tank Waste

	Charge 2008/2009 (Incl GST)
Discharge of Sewage	\$5.45 per 1,000 litres
Sampling by Council and External Lab Testing	\$215.00

Note:

Discharge of Grease Pit Waste is to be subject to a Trade Waste Permit and Trade Waste Charges.

Latrobe Effluent Sewerage Discharge Fees

	Charge 2008/2009 (Incl GST)
Monthly Fixed Fee	\$666.67/month
Volume Charge	\$0.0176 per kL
Water Reuse Fee *	\$0.1112 per kL

Note:

Latrobe Effluent Sewerage Discharge Fees effective from 1 November 2007 to the 30 October 2008.

Recreation Grounds - Usage

	Charge 2008/2009 (Incl GST)
Oval	
Devonport Football Club	\$5,659.00
Mersey Valley Cycling Club	\$1,445.00
Devonport Athletics Club	\$2,127.00
Devonport Cricket Club	\$5,619.00
Girdlestone Park	
East Devonport Football Club	\$4,054.00
Devonport Little Athletics	\$1,425.00
Devil's Cricket Club	\$2,248.00
Maidstone Park	
Spreyton Football Club	\$3,211.00
Spreyton Cricket & Bowls Club	\$2,970.00
Devon Netball Association	\$3,251.00
Spreyton Tennis Club – Vacant	\$401.00
Devonport BMX Club – Vacant	\$1,003.00

APPENDIX E - LIST OF FEES & CHARGES

Recreation Grounds - Usage cont'd

	Charge 2008/2009 (Incl GST)
Maidstone Park cont'd	
Baseball Diamond – Vacant	\$1,244.00
Archery Ground – Vacant	\$602.00
Don Recreation Ground	
Don Cricket Club	\$1,686.00
Devonport Rugby Union Club	\$1,686.00
Byard Park	
Mersey Colts Cricket Club	\$2,167.00
Devonport Cricket Club Juniors	\$1,044.00
Devon Junior Football League	\$1,324.00
Meercroft Park	
N.W. Hockey (grassed area) – Vacant	\$3,331.00
Devonport Junior Soccer	\$1,204.00
Devonport Touch Football	\$2,488.00
Devonport Softball Assn.	\$2,689.00
Devonport Soccer Centre	
Devonport City Soccer Club	\$4,816.00
St. Georges Oval	
Vacant	\$803.00
Casual Hirers – Devonport Oval	
Per Hire/Event (Minimum Charge)	\$1,100.00

East Devonport Recreation & Function Centre

	Charge 2008/2009 (Incl GST)
Stadium Hire	
Junior	\$20.00 per hour inclusive
Senior	\$24.00 per hour inclusive
Community Room/Function Area	
Per Section (kitchen extra costing)	\$10.00 per hour
Full Room (kitchen extra costing)	\$25.00 per hour
Special Events	
Wedding receptions, annual dinners, parties	\$300.00

APPENDIX E - LIST OF FEES & CHARGES

Devonport Recreation Centre

	Charge 2008/2009 (Incl GST)
Devonport Recreation Association	\$29,000.00
Basketball	
Local Senior Roster	\$24.00
Senior Training	\$20.00
Junior Roster	\$17.00
Junior Training/Casual Hire	\$13.00
Squash	
Seniors	\$13.00
Juniors	\$9.00
Club Members Casual Hire	\$11.00
Pennant Players	\$11.00
Multi Use Passes for 6 hours - senior	\$59.00
Multi Use Passes for 6 hours - junior	\$40.00
Weight Gym membership	
Casual	\$9.00
10 visit	\$50.00
Full membership	\$500.00
Recreation Centre - rental of Clubhouse	
Squash	\$540.00
Racquetball	\$540.00
Devonport Warriors/bar	\$540.00
Thunder	\$540.00
Devonport Warriors Canteen	\$2,350.00
General Facilities	
Contribution towards Cricket covers	\$110.00
Contribution towards Wicket Upkeep	\$88.00
Casual Hirers – Devonport Oval – per hire/event (minimum charge)	\$1,100.00

Imaginarium Science Centre

	Charge 2008/2009 (Incl GST)
Adults	\$9.00
Children (4-17 years of age)	\$6.00
Concession/Group	\$7.00
Family (Up to two adults and four children)	\$28.00
Each additional child	\$5.00
Group Rate (per person)	\$6.00
Children 3 and under	No charge
Family Membership – Up to two adults and four children;	\$80.00
Additional children	\$5.00 each
Individual Membership	\$24.00

APPENDIX E - LIST OF FEES & CHARGES

Imaginarium Science Centre cont'd

	Charge 2008/2009 (Incl GST)
After Hours Function	Price on application
School Visits	\$4.00
Birthday Party Rates (minimum of 8 - maximum of 14 children)	\$15.00
Teacher Professional Development Training (per session)	
1 hour – minimum number of teachers = 10	\$25.00
2 hours – minimum number of teachers = 10	\$20.00
3 hours – minimum number of teachers = 10	\$20.00

Note:

Plus travelling and accommodation expenses when sessions are held in localities other than Devonport.

“Outreach” shows:

Half-hour show with a maximum of 60 students	\$88.00
<ul style="list-style-type: none"> • Plus travelling and accommodation expenses when sessions are to be held in localities other than Devonport: 	At cost
<ul style="list-style-type: none"> • Travel time to and from localities other than Devonport 	\$45.00 per hour
<ul style="list-style-type: none"> • Travel cost per Kilometre by vehicle: 	\$0.50
<ul style="list-style-type: none"> • Other methods of travel: 	No charge
<ul style="list-style-type: none"> • Accommodation and meals (if required): 	At cost

Commercial (Maximum 3 hours – conditions apply)

First Hour	\$120.00
Second Hour	\$40.00
Third Hour	\$40.00

Non Commercial (Maximum 3 hours – conditions apply)

First Hour	\$60.00
Second Hour	\$20.00
Third Hour	\$20.00

Devonport Entertainment and Convention Centre

	Charge 2008/2009 (Incl GST)
Theatre Usage – Commercial	
Bump in and rehearsal (also convention rate)	\$240.00 per day
Dance graduation and examination rate	\$240.00 per day
Performance (arrival to exit)	\$120.00 per hour or 7.5% of adjusted gross takings (whichever is the greater)
Theatre Usage – Community	
Bump in and rehearsal (also convention rate)	\$120.00 per day
Dance graduation and examination rate	N/A
Performance (arrival to exit)	\$60.00 per hour

APPENDIX E - LIST OF FEES & CHARGES

Devonport Entertainment and Convention Centre cont'd

	Charge 2008/2009 (Incl GST)
Operational Charges	
Electrical Services	\$0.28 per metered unit
Cleaning	\$130.00
Head Technician	\$37.00 per hour
Technical Staff	\$35.00 per hour
Stage Door Attendant	\$28.00 per hour
Front of House	\$32.00 per hour (min 3 hr call)
Ticket Sales Staff	\$28.00 per hour (min 3 hr call)
Ushers*	\$28.00 per hour (min 3 hr call)
Merchandise Sellers	\$28.00 per hour
Ticket Printing	\$0.15 per ticket
Ticket Design & Setup	\$35.00 per event
Ticket Postage & Handling	\$3.50 (where required)
Internet Ticket Processing	\$5.50 per transaction
Credit Card Commission	4%
Merchandising Commission	10% of sales
Piano Hire	\$55.00
Piano Tuning	At cost

Note:

1. Community Groups may provide their own ushers, provided FOH training by Centre Management has been attended.
2. Staff rates incur a 50% surcharge on Sundays

Booking Fee – Seating Type

Commercial Reserved	\$2.85
Community Reserved	\$2.00
Unreserved	\$2.00
Comp Tickets	\$2.00

Function Usage

Pricing includes one room set-up for functions only - cost of additional set-ups will be determined by negotiation.

A surcharge of \$32.00 per staff hour applies outside normal hours of 8.00am to 5.00pm Monday to Friday and on Saturdays. On Sundays the surcharge is \$48.00 per staff hour.

Federation Room (Town Hall Upstairs – 10.5mx9.5m = 100m²)

Commercial pricing per hour	\$55.00
Day rate during normal hours - maximum of 8 hours	\$275.00
Community pricing per hour**	\$28.00
Day rate during normal hours - maximum of 8 hours	\$138.00

Centenary Court (Ground Floor – 16mx7m = 112m²)

Commercial pricing per hour	\$66.00
Day rate during normal hours - maximum of 8 hours	\$330.00
Community pricing per hour**	\$33.00
Day rate during normal hours - maximum of 8 hours	\$165.00

APPENDIX E - LIST OF FEES & CHARGES

Devonport Entertainment and Convention Centre cont'd

	Charge 2008/2009 (Incl GST)
Victoria Room (Upstairs Front – 10mx5m = 50m²)	
Commercial pricing per hour	\$44.00
Day rate during normal hours - maximum of 8 hours	\$220.00
Community pricing per hour**	\$22.00
Day rate during normal hours - maximum of 8 hours	\$110.00

** Community pricing is subject to application to and approval by Council.

Olympic Swimming Pool

	Charge 2008/2009 (Incl GST)
Fees	
Adult	\$4.00
Adult – 10 swim tickets	\$34.00
Adult – day pass	\$5.00
Adult – Season	\$250.00
Child – 10 swim tickets	\$25.00
Child – 16 and under	\$3.00
Child – day pass	\$4.00
Child – Season	\$210.00
Family – 2 Adults & up to 3 children – per day	\$12.00
Family – Season	\$425.00
Family – Designated "Family Day" Pass	\$10.00
Pensioners & Senior Card Holders – Season	\$90.00
Pensioners & Senior Card Holders – 10 swim tickets	\$25.00
School Groups	\$3.00
Pensioner & Senior Card Holders	\$3.00
Spectator	\$3.00
Spectator – day pass	\$4.00
Spectator – Season	\$210.00
Life Guards	\$37.00 each/hr
Coaches	\$37.00 each/hr
School Carnivals	\$155.00/hr
Other Hirers	\$190.00/hr

Notes:

- Children under 3 years of age – Free
- 16 years of age and under classed as children
- Up to 5 "Family Days" to be organised for the season
- Genuine, not-for-profit clubs or organisations, with 15 or more members, are entitled to a 20% discount on the full cost of family or child season tickets purchased for entry to the Devonport Aquatic Centre. The organisation should apply in writing for the discount prior to the season opening and approval granted by the General Manager or his delegate
- A parent directly involved in simply watching the child whilst the child undergoes learn-to-swim lessons, be permitted free admission for the duration of the lesson.
- Carers of people with disabilities will be permitted free admission when accompanying a disabled person.
- Recognition of Ageing Strategy in Pensioner/Senior Card holders charge.