

Annual Report 2004/05

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Introduction

- Brighton Council's Annual Report is comprised of two key parts:-
 - The first part includes the Mayor and General Manager's reports, together with reports from the various functional Council Departments setting out their performance for the year against their respective objectives and action plans.
 - The second part of the Annual Report incorporates the audited financial statements for the financial year.

- **History**

The Brighton Council area is very rich historically with what we now know as Pontville being first penetrated by early Royal Marine patrols soon after the arrival of Governor David Collins at Sullivans Cove on 21st February 1804.

In 1821, Governor Lachlan Macquarie visited the island. In the course of a tour of the country, he selected sites for five townships, one of which was Brighton, being so called in honour of the favourite place of residence of King George IV.

As early as 1822, twelve months after Macquarie's visit, Brighton was being spoken of as the future capital of Tasmania. Although considered again in 1824 and 1825 the proposal was dropped and in 1826 became a Military Post on the main Launceston to Hobart road.

The Council itself held its first meeting on 19th November 1863. Some one hundred and thirty years later saw significant changes as a result of the number of Councils in Tasmania being reduced from forty six to twenty nine. With this "amalgamation" of Councils saw the "loss" of sixty one per cent of rural land comprised mainly of Broadmarsh, north of Pontville to Bagdad and parts of Tea Tree to the Southern Midlands Council.

The Municipal area of the Brighton Council altered significantly as a result of the "modernisation" process in 1993. Located approximately 25 kilometres north-east of Hobart, the municipality is bordered by the municipalities of Derwent Valley, Southern Midlands and the City of Clarence and is traversed by the Midland Highway, the major corridor linking the north and the south of Tasmania. This highway links with the East Derwent Highway which extends south towards Clarence or over the Bowen Bridge into the Cities of Glenorchy and Hobart..

- **VISION**

A commitment that together Council and the community plan a balanced social, commercial and residential environment to enhance the quality of life in the Municipality.

- **MISSION**

The Brighton Council exists to protect and develop the unique qualities of the Municipality in a responsive, friendly and caring way.

- **INVITATION FOR SUBMISSIONS**

Members of the community are invited to make submissions on the Annual Report for discussion at Council's Annual General Meeting, which will be held on Tuesday 13th December 2005. Any person wishing to make a submission should do so by close of business 1st December 2005.

Mayor's Report



Cr S A Foster

FAREWELL TO GEOFF DODGE:

We farewelled General Manager Geoff Dodge who retired on 1st July 2005 after serving as council clerk and general manager at Brighton for more than thirty years. His dedicated service has been greatly appreciated by present and past councillors and by so many citizens that he has dealt with over his time in Brighton. Geoff had built up a team of professional staff at Council that has achieved many accomplishments. This team will remain largely intact with Ron Sanderson, who has been Geoff's deputy for many years, replacing him as general manager. We look forward to Ron carrying on Geoff's good work.

On behalf of Council I wish Geoff a happy and healthy retirement.

BRIGHTON TRAINING COMPLEX:

Work was completed on the new training centre at the Brighton racetrack. TOTE Tasmania has located training for all codes in the south of the state at the Brighton complex which includes modern stables, a swimming pool and a synthetic training track for thoroughbreds. Council is proud to have played an instrumental role in this development which will have a positive impact in jobs and economic development for our community.

DOUG VON STIEGLITZ - 100 YEARS OLD:

In February I had the privilege, along with General Manager Geoff Dodge, of attending Doug's 100th birthday celebrations at Mornington, Victoria. Doug had an incredible history of service at Brighton Council where he was Council Clerk from the early 1940's until 1971. After retirement he was elected as a councillor in 1974 and became Warden in 1983, a position he held for five years.

It gives me great pleasure to once again present Brighton's Annual Report.

I am pleased to report that the municipality has continued to benefit from the development boom the State has been experiencing over the past few years. Building and subdivision development has continued to grow, which will benefit future growth and viability for the Brighton municipality.

Mayor's Report (Cont'd)

MICROWISE:

Microwise Australia Pty Ltd is a software development company wholly owned by Brighton Council which was formed to market the local government software developed in house at Brighton by local identity and Manager of IT, Scott Smith. This product is now the dominant local government software in Tasmania and is being marketed nationally by our partner, Information Outlook Pty Ltd of Melbourne.

The software is now being upgraded to the latest Microsoft .NET architecture that will provide the next generation of software in the marketplace.

PCYC FACILITIES HONOUR LOIS RAINBIRD:

Three new rooms at the Bridgewater Police and Citizens Youth Club were dedicated to ex-councillor Lois (Susie) Rainbird. Minister for Economic Development, Lara Giddings, officially opened the rooms stating they were named in recognition of the support, commitment and dedication to the club by devoted community contributor, Lois Rainbird.

APPRECIATION:

I express my sincere appreciation to the dedicated staff of our Council and to my fellow Councillors for their contribution to the Brighton community throughout the year.

General Manager's Report



Mr R V Sanderson

Geoff Dodge retired at year-end after a long career as Council Clerk and General Manager at Brighton. I am pleased to provide this report on last year's activities in his absence. All staff will endeavour to continue the positive relationships that Geoff has established with the broad community.

There were two significant industrial developments during the year; the upgrading of the Brighton racetrack into the training centre for the south of the state and the increased growth at the Brighton Industrial Estate. These developments will provide opportunities for considerable job growth and spin-off activities.

OA AWARD FOR MAYOR

Mayor Tony Foster was awarded a Medal of the Order of Australia honouring his more than thirty years of work and leadership in his local community. As well as recognition for his community work, the award recognises how the Brighton municipality has progressed under his leadership. Throughout Tony's tenure, Brighton has maintained its positive direction and has been one of the leading municipalities in the state in initiating change for the better.

BRIGHTON COUNTRY CHALLENGE

For the first time Brighton municipality hosted a fun run and recreational walk. Organised by the Tasmanian Masters Athletics Association, the Brighton Country Challenge started and finished at the Brighton Country Tavern. There was a great turnout for the event being held for the first time and we are very positive about this becoming a well-patronised annual event.

WASTE MANAGEMENT CHANGES

Significant changes to Council's solid waste management were undertaken during the year. Many rural residential residents took up an offer to have their garbage and recyclables collected at the roadside as part of the regular urban collection service. After many years of being operated by contractors, the waste transfer station at Cove Hill Road, Bridgewater, reverted to being run by Council staff.

General Manager's Report

WASTE MANAGEMENT CHANGES (Cont'd)

The transfer station is now closed on Tuesday, Wednesday and Thursday and a regular kerbside collection of hard waste and green waste has helped to offset the inconvenience of these closures. Savings realised from these changes will be used to improve services and refurbishing the waste transfer station.

COMMUNITY ROAD SAFETY PARTNERHIP

Council formed a partnership with the Department of Infrastructure, Energy and Resources to improve road safety in our community. Positive benefits have already been realised through the "Turn Right" program that offers practical demonstrations of vehicle speed, stopping distances, the effect of alcohol on drivers and what to look for when buying a used vehicle. More than two hundred people have been involved in this program that is helping people get their drivers licences and has volunteers helping learners obtain the necessary fifty hours driving experience.

Councillors



Cr Tony Foster (Mayor)
Councillor for almost 17
years, Mayor since 1993

Committee Representation:-

- Finance Committee (Chairperson)
- Brighton Planning Committee
- Environmental Advisory Committee (Chairperson)
- Brighton Training Complex Advisory Committee

Council Representative:-

- Southern Tasmanian Councils Association
- Hobart Regional Water Board Joint Authority
- Southern Tasmanian Tourism Task Force



Cr Ted Jeffries (Deputy Mayor)
Councillor for just over 12 years,
Deputy Mayor since 1996

Committee Representation:-

- Parks & Recreation Committee (Chairperson)
- Brighton Planning Committee
- Finance Committee
- Solid Waste Management Committee (Chairperson)
- Children's Services Committee
- Brighton Training Complex Advisory Committee

Council Representative:-

- Southern Tasmanian Waste Management Authority
- Southern Waste Strategy Board Joint Authority



Cr Barbara Curran
Councillor - almost 8 years

Committee Representation:-

- Parks and Recreation Committee
- Pontville Special Committee
- Brighton Planning Committee
- Environment Advisory Committee
- Children's Services Committee
- Access Advisory Committee (Chairperson)

Councillors



Cr Kate Fitzpatrick
Councillor - 2 1/2 years

Committee Representation:-

- Parks & Recreation Committee
- Brighton Planning Committee
- Brighton Junior Council
- Bridgewater High School Council
- Gagebrook Primary School Council



Cr Wayne Garlick
Councillor - 2 years

Committee Representation:-

- Brighton Planning Committee
- Parks and Recreation Committee (Proxy)
- Finance Committee (Proxy)
- Brighton Training Complex Advisory Committee
- Bridgewater/Brighton On-line Access Centre Advisory Committee



Cr Peter Geard
Councillor - 17 years

Committee Representation:-

- Parks and Recreation Committee
- Finance Committee
- Pontville Special Committee
- Brighton Senior Citizens Management Committee
- Solid Waste Management Committee
- Southern Waste Strategy Board Joint Authority (Deputy rep)
- Cycling South
- Bicycle Users Group (BUG)

Councillors



Cr Frances Mowling
Councillor - 18 months

Resigned June 2005

Committee Representation:-

- Parks and Recreation Committee
- Brighton Planning Committee
- Environment Advisory Committee



Cr Philip Owen
Councillor - 14 years

Committee Representation:-

- Brighton Planning Committee (Chairperson)
- Finance Committee
- Parks and Recreation Committee (Proxy)
- Solid Waste Management Committee
- Access Advisory Committee
- Hobart Regional Water Board Joint Authority (Deputy Rep)



Cr Geoff Taylor
Councillor - 20 years

Committee Representation:-

- Brighton Planning Committee
- Solid Waste Management Committee
- Brighton Training Complex Advisory Committee

Operational Highlights – Environment & Development

● Land Use Planning & Building

Objective

- To ensure Brighton is an attractive municipality providing for the sustainable objectives of the Act;
- To assess application for compliance with the necessary planning, building and health regulations and Council's strategic and operational plans;
- To deliver a high quality level of customer service to meet community expectations and statutory deadlines.

Performance

- A number of amendments to the Brighton Planning Scheme 2000 have been initiated since it received final approval from the Resource Planning & Development Commission on June 7th 2004. These amendments have improved the operation and performance of the Scheme resulting in better outcomes for developers, purchasers, residents and Council.
- Improvements are continually being made to the development (building, plumbing and planning) and subdivision application assessment processes to improve integration within Council resulting in shorter assessment times and more equitable and sustainable outcomes. Council will be developing a new integrated tracking system based on dot net technology in conjunction with Microwise and Information Outlook.
- Maintaining a low incidence of appeals against Council's planning decisions and properly representing Council throughout the appeal process.
- Development applications processed reduced by 6% from 438 to 412 with all decisions made within the statutory time period.
- Subdivision applications underwent a distinct change during the 2004-2005 financial year and particularly since January 2005 coinciding with the reduction of larger tracts of land suited to subdivision and a slowing of the vacant land market. During 2003-2004 a total of 40 subdivision applications (328 lots) and 2 stratum subdivisions (10 lots) were processed by Council. By comparison, during 2004-2005 a total of 25 subdivision applications (148 lots) and 16 stratum subdivisions (55) were processed. Of the 2004-2005 figures, from January to June 2005 twelve stratum subdivisions (44 lots) and seven subdivision (76) lots applications were received.

Operational Highlights – Environment & Development

● Land Use Planning & Building (Continued)

Performance

- Despite a reduction in subdivision applications (particularly during 2005), building applications continue to exceed expectations with a total of 382 processed in comparison to 383 for the 2003-2004 period. Again, the value of building permits has increased from \$22.9 million in 2003-2004 to \$33.9 million which represents an increase in dollar terms of 48%.
- The above trends indicate that the availability of land to be subdivided has reduced and that activity is now being concentrated on the development of the lots approved over the past three years. There are still opportunities to consolidate existing vacant land within the residential areas of Bridgewater, Gagebrook and Brighton by infill subdivision with the rezoning of additional land for residential and rural residential development being subject to the satisfactory take up of these areas and with due consideration of Council's revised strategic plan.
- Subdivision and development of industrial zoned land in Bridgewater is increasing, with the area providing a number of attractions for industrial operations of all sizes wishing to establish new enterprises or relocate from historical areas in Hobart and Glenorchy. The areas position, proximity to transport facilities and protection offered by the Brighton Planning Scheme 2000 have resulted in it becoming the first choice for industrial development in the State.

Operational Highlights – Environment & Development

● Animal Control

Objective

- To provide the community with an effective and efficient ranger service;
- To educate dog owners to be responsible and caring for their animals; and
- To continue to administer Council's Dog Management Policy and the Dog Control Act 2000.

Performance

- During 2004-2005 there has been a decrease in the number of dogs registered from 4122 to 3240.
- The number of complaints in relation to stray dogs and nuisances has increased from 250 (2003-2004) to 300 (2004-2005). This still represents a large decrease from 729 in 2002-2003.
- A total of 545 dogs were taken to the Dogs Home of which 143 were reclaimed by their owners in comparison to last years figures of 375 and 121 respectively. An additional 56 dogs were adopted in comparison to 32 during 2003-2004.
- An overall average of 45 dogs/month were impounded with 33% of these being euthanased and 26% reclaimed.
- Kennel licences have increased slightly from 29 to 33 whilst the number of dangerous dogs has increased from 7 to 11 (this includes 7 guard dogs).
- The increasing cost of prosecuting infringement notices is still of concern, given the low level of response to such notices and subsequent fines issued by the Court. So too is the increase in the number of stray dogs which is largely avoidable with appropriate fencing and managed by the animals owners.

Operational Highlights – Environment & Development

● Environment & Public Health

Objective

- To maintain sustainability of the environment and improve public health;
- Recognition for the need to implement measures for reducing health risk and extending environmental monitoring programs;
- To monitor the manufacture and sale of food in the municipality, such that it does not pose a risk to public health; and
- To respond promptly to all nuisances that impact on the health and safety of the community.

Performance

Immunisation

Immunisation continues to be promoted to the wider community in an effort to maintain and increase vaccination coverage rates. Council's vaccine subsidy scheme adopted some years ago remains in place to further reduce barriers to immunisation.

A total of 1482 individual vaccinations were administered in 2004-2005. The majority of these (922) were administered at the Brighton & Community Health Centre during Council's monthly immunisation clinics. The remainder (560) was administered as part of the school program. Overall numbers of clients attending the monthly clinic has increased which is reflected in an increase of 250 vaccinations from the previous reporting period. In the absence of 'special campaigns' (ie meningococcal) school vaccination figures remain relatively uniform.

Food Premises

The basis for registration of food premises is on an assessment of perceived risk, the consequence of which is to determine the frequency of inspection. During 2004/2005 there were 48 registerable food premises requiring in excess of 100 inspections. These resulted in the issue of 3 improvement notices and 3 infringement notices under the *Food Act 2003*. Council also encourages the Healthy Options Tasmania program to encourage food outlets to offer healthy choices in food for sale to the public.

Operational Highlights – Environment & Development

● Environment & Public Health (Continued)

Food Handler Training

The education and training of food handling continues to be a high priority for Council's Environmental Health Officers. The cornerstone of this is the promotion and implementation of the "FoodSafe" training package developed by the Australian Institute of Environmental Health.

Food businesses are encouraged to continually improve the food safety management within their premises. The completion of 'FoodSafe' is considered to be the minimum benchmark to demonstrate adequate food safety management. A number of food businesses have successfully completed the package and Council will continue to work with the remaining to achieve accreditation.

Food Sampling

Council continues to closely monitor the quality of food in the municipality as part of both State and regional food sampling programs. Random samples of pre-determined foodstuffs are analysed to ensure compliance with the *Food Act 2003* and Food Standards Code.

In the 2004/2005 period, 14 food samples (13 random and 1 complaint driven) were analysed. Two (2) samples either exceeded recommend limits or failed and required further action.

Potable Water Quality

Further refinements to Councils water monitoring program were made during the year. As a result, samples are now collected from 6 sites on a fortnightly basis with a number of the sample points being changed to be more representative of points in the reticulation system at increased risk.

A total of 129 samples were taken for analysis with 13 of these returning suspect results and 2 failing to meet NH&MRC guidelines. The failures were both for the same location and were the result of a combination of low water usage and a large distribution main. Standard scouring and disinfection techniques improved water quality immediately. Alterations to the distribution network have ensured that water in this particular line will not become prone to stagnation in the future.

Operational Highlights – Environment & Development

● Environment & Public Health (Continued)

Environmental Monitoring

The Jordan River is the main recreational water body that is monitored in conjunction with D.P.I.W.E. Water samples are taken on a fortnightly basis for five months between November and March analysing the impacts of upstream nutrient input from rural activities, urban storm water discharge and the tidal effects of the Derwent River.

Both Council and the Derwent River Estuary Monitoring program also regularly monitor the Derwent River and smaller tributaries throughout the year.

Complaints

The number of complaints received by Council was consistent with previous years, totaling approximately 80. Noise issues remain the most common cause of complaints, many of which occur late in the evening and on weekends. Through public education and partnership with Tasmania Police, the vast majority of these complaints were satisfactorily resolved. Other complaints include smoke (wood heater and backyard burning), visual amenity and odour.

On-site Domestic Wastewater Management

Council's Environmental Health Officers continue to support innovation and best practice in On-site Domestic Wastewater Management. Septic tank applications reduced from 75 in 2003-2004 to 55 in 2004-2005 with site investigations and system designs now being certified by suitably qualified private professionals.

Council's Environmental Health Officer is still required by the Building Act 2000 and Plumbing Regulations 2004 to approve privately certified systems.

DrumMuster

Council has continued its support for the DrumMuster program which encourages the safe disposal of clean farm chemical containers in a value-added recycled product.

Brighton provides a central inspection and collection depot for six other Southern Councils, an initiative which has been recognised nationally.

Operational Highlights – Physical Services

● Roads

Objective

- To maintain the road network to a standard that is acceptable and safe for the travelling public and other road users.

Action Plan

- Maintain all roads within the road network to a level that is the same or equal with their importance within the network.
- Ensure that all roads are in a safe and trafficable condition for vehicles and pedestrians at all times.
- Ensure that Council allocates sufficient funds to maintain the road infrastructure asset at a level that will not diminish that asset.
- Ensure that the road network is user friendly.

Performance

- As well as routine maintenance and reconstruction works in achieving the above general action plan the following works were undertaken:
 - o Kerb and channel works and footpath Seymour Street and Jubilee Avenue, Brighton
 - o Drainage works at Burrows and Morrison Street, Brighton
 - o Reconstruction works in Cartwright Street, Racecourse Road and Westwood Street, Brighton and Back Tea Tree Road, Tea Tree
 - o Continued reseal program for urban and rural sealed roads
 - o Footpath installation at Eaves Court, Old Beach
 - o New construction for access to 262-270 Elderslie Road
 - o 500m of New Seal on Northern end of Millvale Road

Operational Highlights – Physical Services

● Bridges

Objective

- To maintain all bridges, culverts and pedestrian underpasses that are part of the road network, to a standard that is acceptable and safe for the travelling public and other users.

Action Plan

- Maintain all bridges, culverts and pedestrian underpasses at a level that provides essential vehicle access to all affected properties.
- Ensure that all bridges, culverts and pedestrian underpasses are safe for all users.
- Ensure that Council allocates sufficient funds to maintain the existing bridges, culverts and pedestrian underpasses at a level that will not diminish the asset.
- Undertake a condition assessment to determine the desired preventative maintenance requirements of the bridge network.

Performance

- Routine maintenance works and condition assessments were undertaken during the year as well as:
 - o Replacement of Church Road Bridge Deck and Installation of Guard Rails, Dromedary
 - o Replacement of Pile at Old Beach Jetty
 - o Elderslie Road Bridge Approaches and deck overlay, Brighton

Operational Highlights – Physical Services

● Water Supply

Objective

- To maintain the water supply storage reservoirs and reticulation system at a standard that will supply potable water to all existing consumers with minimal interruption.

Action Plan

- Maintain all water storage reservoirs and water mains at a standard that will ensure the supply of potable water to all consumers is within the accepted health standards.
- Ensure that adequate supply and pressure are preserved for both domestic and emergency use.
- Ensure that Council allocates sufficient funds to maintain the water supply system at a standard that will not diminish the asset.

Performance

- As well as routine maintenance works in achieving the above general action plan the following works were undertaken:
 - o Andrew Street Poly Loop Replacement, Brighton
 - o Installation of telemetry level monitoring on Lodge Hill Reservoir
 - o Purchase of materials for Hobart Water SCADA link
 - o Design and scoping for Bridgewater reservoir roof

Operational Highlights – Physical Services

● Sewerage

Objective

- To maintain the sewerage system to a standard that will adequately convey effluent to the sewage treatment plant without adverse effect to the environment.
- To treat effluent to standards required by the Department of Primary Industry, Water and Environment
- Encourage the reuse of sewerage effluent

Action Plan

- Ensure that all sewage pump stations are maintained at a level that does not create a health hazard, pollute the environment or create a nuisance.
- Operate the sewage treatment plants to the requirements of the Department of Primary Industry, Water and Environment and not create a nuisance to the surrounding properties.
- Ensure that Council allocates sufficient funds to maintain the sewerage system to a standard that does not reduce the value of the asset.
- Ensure that the preventative maintenance program for the sewage treatment plant and pump stations are carried out as per the program schedule.

Performance

- As well as routine maintenance works in achieving the above general action plan the following works were undertaken:
 - o Commencement of Sewerage reticulation upgrade – Old Main Road Bridgewater
 - o Sewage re-use – Salinity Mapping
 - o New Suction Line for Winter Storage Lagoon
 - o Sewer Extensions in Morrison Street and Burrows Avenue, Brighton

Operational Highlights – Physical Services

● Sewerage (Continued)

Performance

- Treatment plant
 - o Telemetry
 - o Biosolids Reuse Preparations
- Pump stations
 - o Replace switchboard Old Beach No.3
 - o Continued rollout of Level Amp and Duty controls
 - o By-passed Gagebrook #2 pump station

Operational Highlights – Physical Services

● Waste Management

Objective

- Maintain a waste management system that promotes a healthy environment and a level of service equivalent to community expectations.

Action Plan

- Maintain a high level of service for the kerbside collection of garbage and recyclable material.
- Maximise reduction of waste to landfill.
- Ensure that Collex Waste Management operates the Bridgewater waste transfer station in an efficient manner.
- Ensure that Collex Waste Management operates an efficient and effective domestic garbage and recycling collection service.

Performance

- Ensured that the transfer station operation and kerbside rubbish and recycling collection services were undertaken in an efficient and effective manner.
- Continued participation In the Southern Waste Strategy Board.
- Tendered waste services for Kerbside refuse and Recycling, Operation of Waste Transfer Station and Transport of waste from WTS to Landfill.
- Established operation of Waste Transfer Station by Council Staff.

Operational Highlights – Physical Services

● Public Buildings

Objective

- To maintain all public buildings to a standard that protects the asset and encourages use by community groups and the general public.

Action Plan

- Maintain public buildings to a level that is commensurate with the use, location and patronage.
- Encourage the use of all buildings to sporting groups and the general public.
- Ensure that Council allocates sufficient funds to maintain the asset at a level that will not diminish the assets.

Performance

- As well as routine maintenance works in achieving the above general action plan the following works were undertaken:
 - Brighton Council Chambers Painting
 - Pontville grandstand repairs and refurbishment
 - Seymour Street soccer oval change rooms stage 2
 - Commenced Design and approvals for Fergusson Oval Junior Changerooms
 - Commenced Design and approvals for Old Beach Rec Ground Building

Operational Highlights – Physical Services

● Reserves

Objective

- To maintain all passive and active recreational areas to a standard that is acceptable, safe and accommodates the needs of all sporting groups.

Action Plan

- Ensure that all passive recreational areas are maintained at a level that is commensurate with their importance, use and location in the residential areas.
- Ensure that all playgrounds are accepted by and safe for all users.
- Ensure that all active recreational areas (which included the playing area and support facilities) are maintained at a level which is acceptable and safe for all sport players and spectators.
- Promote the use of all recreational facilities to sporting groups and the general public.
- Ensure that the preventative maintenance program for all playgrounds is carried out as per Standards Australia guidelines.

Performance

- As well as routine maintenance works in achieving the above general action plan the following works were undertaken:
 - Removal of Willow Tree stacks from Jordan River, Pontville
 - Jordan River walkway concreting
 - Seymour Street basketball ring
 - Beautification program – Midland Highway reservation
 - Old Beach Recreation ground improvements

Operational Highlights – Physical Services

● Emergency Management

Objective

- To have coordinated plans, procedures and infrastructure for the prevention of, preparation for and response to hazards or occurrences that present risk to public safety in the municipal area.

Action Plan

- Compliance with requirements of the Emergency Services Act 1976. Maintain and update Brighton Emergency Management Plan. Ensure that operational centre is adequately resourced and functional.
- Review Brighton Emergency Management Plan.

Performance

- Commenced review of Brighton Emergency Management Plan.

Operational Highlights – Children’s Services

● Family Day Care & Outside School Hours Care

Objective

- To provide a range of accredited child care services that meet the diverse needs of the community.
- To offer professional, safe, appropriate care through the auspices of a home-based care type known as Family Day Care [FDC], and Outside School Hours Care [OSHC] types known as After School Care and Vacation Care.
- To ensure that all programs are administered and regulated according to local, state and commonwealth government guidelines.

Action Plan

- To continue to market and promote Children’s Services so that the community has a greater awareness and understanding of its role and capabilities.
- To work towards the submission of our next FDC QA Self Study Report against the 2nd edition of NCAC Quality Practises Guide.
- To undertake our initial OSHC Validation for NCAC Quality Assurance.
- To complete the inaugural State Government Child Care Licensing Process in both FDC and OSHC.
- To implement the Tasmanian Government Standards for Home Based Child Care, Class 1, in March 2005, and to introduce the draft versions of new Centre Based Care Standards, Class 2 [OSHC] from December, 2004.
- To explore the possibilities, in partnership with Brighton School, of developing an Early Learning and Child Care Centre at Brighton School.
- To review all current children’s services programs and formulate a “future visions” plan.

Operational Highlights – Children’s Services

● Family Day Care

Performance

- Because of the eventual implementation of the long awaited Government Standards on March 1, 2005, we have had to face changes and challenges from not only the staff’s point of view but also from the carers’ and families’ perspectives. The staff have been confronted with increased pressure and workload by having to complete comprehensive audits of all existing carers’ homes for compliance with new standards particularly in relation to child/carer ratios, glazing, play equipment and interior and exterior play space. This compliance has also added pressure on carers and in some cases, quite significant financial commitments. With a reduction in number of children in care at any one time being introduced, there has been a loss of income to some carers and an added complication to placing new families in care. We finished the year with quite an extensive waiting list for care.
- Since January there has been a significant number of carers leaving FDC due to a variety of reasons: the financial implication of the implementation of the new standards, extended maternity leave and a shift in career choices with aged care, nursing and call centres being some of the options. It has become more difficult to attract new carers as the criteria had to be broadened and include a higher level of expectations and qualifications.
- By being involved with the National Family Day Care Council, I am aware that this retention and registration of carers is a national issue of great concern and all states and territories are working collaboratively to try to find some solutions.
- On a more positive level, we have a great group of carers with many now completed, or undertaking, qualifications and all continuing to be very involved in all scheme meetings and training, and an increasing number being involved at state level by their participation in the regular States and Territories Advisory Committee [STAC] meetings. We have also provided carers and children with a variety of experiences throughout the year – puppet shows, music,drama and yoga workshops, excursions to a fire station, Bridgewater Farm, picnics and barbecues etc. We have greatly appreciated having the use of the Council Chambers as a venue for many of our performances, meetings and training sessions.

Operational Highlights – Children’s Services

● Family Day Care (Cont’d)

Performance

- Once again I am grateful for my excellent staff: Joy Maher, Denise Bassett, Lisette Graham, Lisa Smith and Lisa Shaw. They have continued to provide great support to myself, the carers and the families and have taken on all the additional challenges the year has provided - and no doubt the coming year will offer even more! Along with organising training and experiences for carers they themselves have attended a wide range of personal and professional development courses, with much of them happening after hours.
- In my role as manager, I have been involved with many community projects and committees, and as president of the Tasmanian FDC Coordinators Association have had to attend a variety of forums and conferences on both a state and national level. I was also privileged to be invited to attend my second National Advisory Meeting with NFDCCA in Sydney during the year and once again found it a valuable experience as we debated many issues at state and national level. It was also very beneficial to be able to network with carers, parents and scheme staff from every state and territory.
- The high point of the year was the Tasmanian Family Day Care Conference in Launceston in March. More than 200 delegates from every scheme joined with delegates from TAFE, the Education and Health Departments, NFDCCA and interstate and international visitors and presenters, to partake in 3 days of key note addresses, workshops and entertainment - all in all a celebration of Family Day Care in Tasmania. It also received a very good media coverage which assisted in marketing of our service as a viable option for child care.
- Brighton Council Family Day Care in 2005/2006 will no doubt have to face new challenges and opportunities but, whatever the outcomes, there is a guarantee that the centre of focus will be the well-being of the children and their families in our community.

Operational Highlights – Children’s Services

- **Family Day Care (Cont’d)**



Some of our Carers relaxing at the State FDC Conference



FDC staff with 2005 state conference banner made by Joy Maher

Operational Highlights – Children’s Services

● Outside School Hours Care & Vacation Care

Performance

- As in FDC, this program has faced significant challenges during the year. For the first time, OSHC programs have had to undertake the Quality Assurance process and also to be licensed to operate under the guidelines of the Tasmanian Government Child Care Act and the State Licensing Standards, Class 2. Whilst we welcome both processes and recognise their importance in validating this type of service, it has meant an increased workload for staff at both administration and operational level. The program successfully completed the Licensing process in December and the QA Self Study Report was submitted in February with the expectation that the Validation visit would happen by May. Unfortunately, because of a backlog of demands on the National Accreditation Council validators, we were notified that the process couldn’t be completed until July. The final results therefore will not be available until next year’s report, but I am confident of a positive outcome.
- Because of parent demand, I applied to FaCS for Before School Hour Care places in March, 2005, but after lengthy delays was finally informed that our request would be processed in a national pool and the results would be known in November. Hopefully we will be successful and be ready for operating from 7am until 9am at the beginning of Term 1, 2006.
- Once again, the coordinator of the program, Sue Argee, has provided an outstanding service in both the After School and Vacation programs. She has been very fortunate this year in having the assistance of Lisa Smith who was employed by this department when she completed her Diploma in Children’s Services in November 2004. Along with some very reliable casual staff, Sue and Lisa have very successfully delivered a child care service that has provided school aged children with a safe, enjoyable and very appropriate form of outside school hours care. The only complaint from parents has been that the vacation program has become so popular that unless they book very early they are likely to miss out!

Operational Highlights – Children’s Services

- **Outside School Hours Care & Vacation Care**

A brief snapshot of OSHC life!



Operational Highlights – Admin & Finance

● Administration & Finance

Objective

- Provide high quality administrative support to all Council departments, elected members and external stakeholders.
- To manage Council finances, administrative processes and co-ordinate Council resources in an efficient and responsible manner.
- Provide information and record management to meet the needs of Council decision-making process and policy formulation.

Action Plan

- Develop and maintain a sustainable and understandable budgetary system and to incorporate an associated reporting system, to satisfy both internal and external reporting requirements.
- Maximise the use of any available grant funding, through the active pursuit and lobbying of State and Commonwealth Governments.
- Develop a fair and equitable rating policy that can be contained within Council existing financial framework.
- Minimise Council level of debt write-offs.
- Maximise the return on Council investments within an acceptable risk profile.
- Implement a financial model that will satisfy the specific needs identified in the Strategic Plan.
- Collect the various levies imposed by Government agencies and remit these accordingly.
- Encourage staff development and professional learning.
- Pursue effective cost of service delivery.
- Ensure equality in treatment of all classes of residents.

Operational Highlights – Admin & Finance

● Administration & Finance (Continued)

Performance

- The Financial Management of Brighton Council continued to improve with favourable key financial indicators during 2004- 2005. Brighton Council's percentage of Debt to Revenue decreased during the financial year thanks to responsible financial management by staff and Councillors. For 10 years now, Council's debt ratio has been steadily falling and will continue to fall with no new loan requirements for the financial year ending in June 2006. Against the trend of many Tasmanian Councils, Brighton Council again managed to hold its rate increase to less than CPI. Council's financial position again improved during the year with an increase in equity of \$15,848,126. This increase was represented by a change in net assets from ordinary activities of \$4,355,862 (includes \$4,537,865 in infrastructure donations) and the revaluation of infrastructure assets of \$10,065,985. Cash at bank increased by \$909,599.
- Significant offsets were made against Corporate Services staff salaries by providing consulting services to Microwise Australia Pty Ltd. Other achievements of the year include the successful implementation of creditor payments by EFT and a significant reduction in outstanding rates.
- We successfully applied all new accounting standards including preparation required for the implementation of the International accounting standards from 2005/06. Corporate Services also completed the significant taxation changes associated with the financial reforms between state and local government, which commenced on 1 July 2004.

Operational Highlights – HR, Plant & Equip.

● Human Resources, Plant and Equipment

Objective

- To ensure that the employment practices of the Council are progressive, innovative and monitored regularly.
- To manage plant and equipment resources in an efficient and responsible manner.

Action Plan

- To provide commitment to continual development based on the premise of equality and measurable productivity improvement.
- Continue to increase and monitor work place training and development, particularly in relation to training packages and tertiary education.
- Management and operation of council plant and equipment in an efficient and effective manner.
- Maximise the economic use of fleet.
- Continue to develop and implement resource sharing of plant and resources with other Councils.

Performance

- Council's training and development policy continues to benefit Council by allowing staff to increase their skills, knowledge and confidence, so that not only Council, but the community benefit from having high skilled, educated, committed and motivated staff.
- A new payroll and HR module were implemented which includes a more efficient reporting mechanism for employee's training and development records.
- With financial and in-kind assistance from the Local Government Association of Tasmania's LOGONS project, Council was able to redesign it's website and change to a content management system. The new website went 'live' in November 2004.

Operational Highlights – HR, Plant & Equip.

● Human Resources, Plant and Equipment (Continued)

Performance

- Policies, procedures and programs continue to be updated.
- After some absence the Occupational Health & Safety Committee reconvened with a record number of new employees committed to participating. The initial focus being to update the OH&S policies.
- Council employed an Office Trainee (Kylie Moles). Kylie not only completed her Certificate II in Business Administration, but has continued on and will complete her Certificate III next year.
- A review of Council's cleaning operations saw the appointment of two permanent part-time cleaners.
- The resumption of the operation of the Waste Transfer Station at Bridgewater by Council saw the appointment of three permanent part-time employees.
- Council continued to support the following employees undertaking tertiary qualifications:-
 - Janine Banks – Master of Education (Graduated 2004)
 - Warren Lee – Master of Business Administration (continuation)
 - Gillian Walsh – Bachelor of Commerce (continuation)
- The number of resignations reduced in 2004/05 compared to the previous year. There were no retirements, however the General Manager (Geoff Dodge) will retire in July 2005, with the current Deputy General Manager being appointed as General Manager.
- A number of employees entered into Council's first Australian Workplace and Area Agreements.



Operational Highlights - Other

- **Public Interest Disclosure Act 2002**

This report is made pursuant to Section 86 of the *Public Interest Disclosures Act 2002*. No public interest disclosures were made during the 2004/05 year. A copy of Council's Policy on Public Interest Disclosures, adopted by Council under Part 7 of the Act can be obtained by contacting Council's Executive Officer on 6268 7027.

- **Senior Position – Section 72.(1)(cd) – Local Government Act 1993**

In accordance with Section 72.(1)(cd) of the *Local Government Act 1993*, Council identified the General Manager as holding a senior position. The General Manager's total annual remuneration as specified in subsection (5) of the Act for the financial year 2004/05 was between \$110,000 - \$130,000. This amount includes salary; employer superannuation; value of the use of motor vehicle and value of allowances and/or benefits provided.

- **Water Supply – Section 36(a) – Local Government (General) Regulations 2005**

Council will continue to purchase water from Hobart Water and reticulate it to residents through it's two part tariff. All properties in the municipality with water are currently metered.

- **Partnership Agreement**

In September 2004 Council signed a partnership agreement with the Government of Tasmania "to create a genuine, cooperative working relationship to generate new opportunities for growth and development in the Brighton region based on the combined future directions."

Early progress focused on economic development and transport planning for the Brighton Industrial Estate area and in developing a major project to address the coordination of government services in the Brighton community.

Councillors Attendance

Ordinary Council Meetings

Members	No. of Meetings	Attended	%
Cr S Foster (Mayor)	12	11	92
Cr T Jeffries (Deputy Mayor)	12	10	83
Cr B Curran	12	11	92
Cr K Fitzpatrick	12	6	50
Cr W Garlick	12	12	100
Cr P Geard	12	11	92
Cr F Mowling (resigned June)	11	9	82
Cr P Owen	12	12	100
Cr G Taylor	12	11	92

Annual General Meeting

Cr S Foster (Mayor)	1	1	100
Cr T Jeffries (Deputy Mayor)	1	1	100
Cr B Curran	1	1	100
Cr K Fitzpatrick	1	0	0
Cr W Garlick	1	1	100
Cr P Geard	1	0	0
Cr F Mowling (resigned June)	1	1	100
Cr P Owen	1	1	100
Cr G Taylor	1	1	100

Special Council Meeting

Cr S Foster (Mayor)	2	2	100
Cr T Jeffries (Deputy Mayor)	2	1	50
Cr B Curran	2	2	100
Cr K Fitzpatrick	2	2	50
Cr W Garlick	2	2	100
Cr P Geard	2	2	100
Cr F Mowling (resigned June)	2	1	50
Cr P Owen	2	2	100
Cr G Taylor	2	2	100

Councillors Attendance

Parks and Recreation

Members	No. of Meetings	Attended	%
Cr T Jeffries (Chairperson)	3	3	100
Cr K Fitzpatrick	3	0	0
Cr W Garlick	3	3	100
Cr P Geard	3	3	100
Cr F Mowling	3	3	100

Non-Members

Cr P Owen		1	
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Finance

Cr S Foster (Chairperson/Mayor)	11	10	91
Cr T Jeffries (Deputy Mayor)	11	8	73
Cr W Garlick (proxy)	2	2	100
Cr P Geard (proxy)	1	1	100
Cr F Mowling	11	10	91
Cr P Owen	11	11	100

Non-Members

Cr B Curran		3	
Cr W Garlick		7	
Cr P Geard		4	
Cr G Taylor		6	

Planning

Cr P Owen (Chairperson)	11	11	100
Cr S Foster (Mayor)	11	10	91
Cr T Jeffries (Deputy Mayor)	11	8	73
Cr B Curran	11	9	82
Cr K Fitzpatrick	11	0	0
Cr W Garlick	11	8	73
Cr F Mowling	11	10	91
Cr G Taylor	11	11	100

Councillors Attendance

Pontville Special

Members	No. of Meetings	Attended	%
Cr P Geard (Chairperson)	2	2	100
Cr B Curran	2	1	50

Access Advisory

Cr B Curran (Chairperson)	1	1	100
Cr P Owen	1	1	100

Waste Management

Cr T Jeffries (Chairperson)	1	1	100
Cr P Geard	1	1	100
Cr P Owen	1	1	100
Cr G Taylor	1	1	100

Non-Members

Cr B Curran		1	
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Councillors - Allowances

In accordance with Section 72.(1)(cb) of the *Local Government Act 1993*, Council is required to report on the total allowances and expenses paid to the Mayor, Deputy Mayor and Councillors for the 2004/05 financial year.

	Allowance	Expenses
Mayor		
Cr S A Foster	\$26,166.60	\$0
Deputy Mayor		
Cr T J Jeffries	\$14,200.00	\$0
Councillors		
Cr B Curran	\$6,599.96	\$0
Cr K Fitzpatrick	\$6,599.96	\$510.00
Cr W Garlick	\$6,599.96	\$0
Cr P Geard	\$6,599.96	\$0
Cr F Mowling	\$6,208.29	\$0
Cr P Owen	\$6,599.96	\$0
Cr G Taylor	\$6,599.96	\$0

Financial Report 2004/05

Please refer to separate document on website