

Annual Plan

For the year ending 30 June 2010



CENTRAL COAST COUNCIL

ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

INTRODUCTION

Under the *Local Government Act 1993* (as amended), all councils are required to prepare and adopt an Annual Plan together with Estimates of its revenue and expenditure for each financial year. The Estimates are to contain details of estimated revenue, expenditure, borrowings, capital works and any other detail required by the Minister. They must be adopted by 31 August each year, but cannot be adopted more than one month before the start of the financial year to which they relate.

The Annual Plan details the major actions the Council will undertake this financial year to work towards achieving the strategies outlined in the Council's Strategic Plan 2009-2014. The Annual Plan therefore forms the basis for the development of each Department's work plan and for monitoring the performance and measuring the success of the organisation on an annual basis. Ongoing operational activities, including payment of accounts, production of Council agendas and minutes etc., are not included in the Annual Plan, but are included in the Estimates for the year.

The last 12 months have been challenging and dynamic for the Council and local government in general. The staff have been working diligently towards the transition of the water and sewerage operations to the new 'Cradle Mountain Water' corporation. This has also provided many challenges in providing a balanced budget for the 2009-2010 year as the removal of water and sewerage operations has had an impact on the revenues of the Council. The Central Coast Council is not expected to see a financial return on these assets back to the community until 2011-2012.

The Council's financial position is strong in terms of its cash, liquidity and recent performances against budget.

The Estimates are prepared in conjunction with the Annual Plan and explain how the Council will resource its operational and capital activities for the year.

In preparing the Estimates for 2009-2010, the Council has again been challenged in balancing the competing priorities of required services, continuation of strategic directions/initiatives, maintaining a sound financial position and keeping rate increases to an acceptable level. Fees and charges have been increased to reflect the cost of service provision.

I commend the Annual Plan presented to the Council and the community. The Senior Management Team and I believe we have presented for the Council's consideration a financially responsible Annual Plan and Estimates.



Sandra Ayton, General Manager

15 June 2009

ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

STRATEGIC PLANNING FRAMEWORK

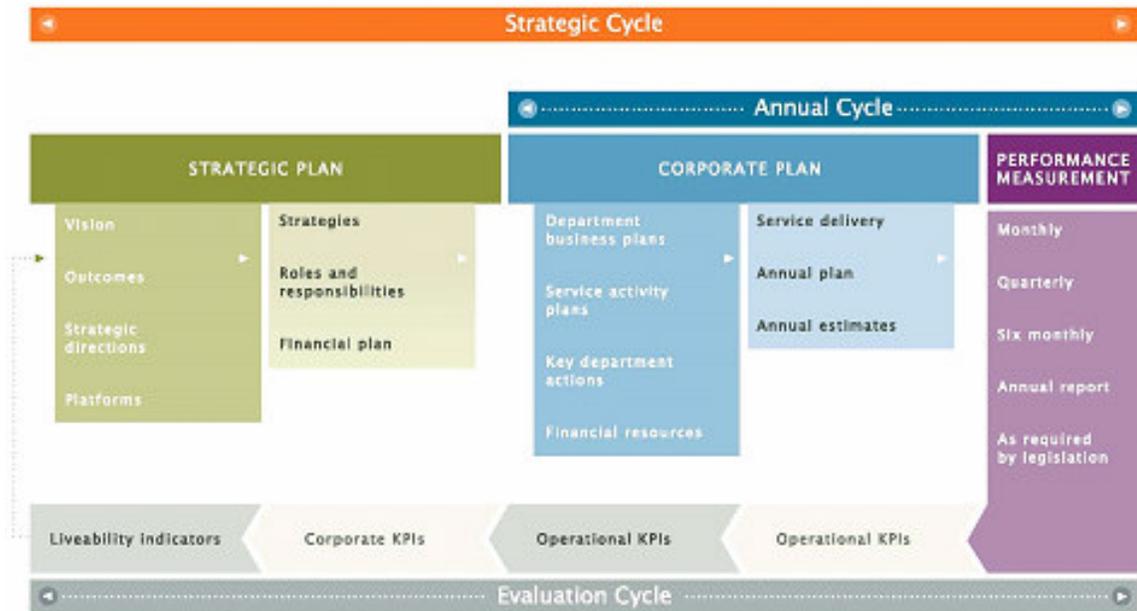
The Council adopted its Strategic Plan 2009-2014 in May 2009. The Strategic Plan identified the Council's priorities for 2009-2014, to be delivered through the Council's Annual Plan. The Strategic Plan focuses on the distinctiveness of our location, lifestyle and strengths to achieve the aspirations of local communities and to set the direction for the Council in determining how best to direct its resources and efforts.

The Strategic Plan summarises the key objectives, strategies and actions that the Council plans to pursue over the coming five-year period. The Annual Plan is an annual document that is framed within the Strategic Plan. It outlines the operating environment, key initiatives/ actions and resource requirements for each of the Council's Service Activities. The Annual Plan then forms the basis of the Estimates.

The Council is also in the process of developing a strategic measurement system to monitor progress in achieving the Plan, the results of which will be documented in its annual report to the community.

Additionally the Council is developing a five-year corporate plan which includes the financial, asset, service delivery and organisation's capability to deliver priorities and ensure that day-to-day operations align with the identified strategic direction.

This diagram depicts the Council's strategic planning framework:



Central Coast Council Strategic Planning Framework as at 1 March 09

ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

The Annual Plan includes the initiatives and actions to be funded that will contribute to achieving the strategic objectives specified in the Strategic Plan.

'The Vision' and 'Our Values' in the Strategic Plan, along with the Strategic Directions, Strategies and Key Actions for the 2009-2010 year are reproduced below. These provide the basis for our directions for the year and are supported by the Estimates.

The Vision

Central Coast – living our potential

We are a vibrant, thriving community that draws inspiration and opportunities from its natural beauty, land and people. Our clever industries and productive rural resources support economically viable communities as part of a thriving region, meeting all challenges with energy and innovation.

We are diverse coastal and rural communities, connected by a powerful sense of belonging to our place.

Our Values

Community spirit

Effective customer service

Open

Respectful

Innovative

Responsive

The Shape of the Place

Improve the value and use of open space

- Develop an open space and recreation strategy which adopts a hierarchical approach to the provision of open space within Central Coast
- Complete the sport and community precinct at the Ulverstone Showground (2009-2012)
- Continue the development of the Ulverstone Wharf (2009-2012)

Conserve the physical environment in a way that ensures we have a healthy and attractive community

- Develop Urban Design Guidelines for Forth and Turners Beach, for incorporation into the *Central Coast Planning Scheme 2005*
- Complete the Council's Street Tree Strategy

ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

A Connected Central Coast

Provide for a diverse range of movement patterns

- Develop a range of promotional activities to encourage greater use of walking routes

Connect the people with services

- Devise and implement a range of activities that link institutions and employers to improve employment opportunities

Improve community wellbeing

- Develop and implement a Central Coast wellbeing program

Community Capacity and Creativity

Community capacity-building

- Investigate the feasibility of developing youth-specific spaces
- In conjunction with the local agricultural sector, support the development of an annual Tasmanian fine food expo at the Ulverstone Showgrounds

Facilitate entrepreneurship in the business community

- Develop and implement Ulverstone, Penguin and Forth Cultural Master Plans (2009-2012)
- Develop and implement a Central Coast Value Adding Agri-business Plan, including the identification of proposed agri-business precincts
- Develop a Central Coast Retail Plan

Cultivate a culture of creativity in the community

- Develop a management plan for the Ulverstone History Museum
- Develop an events brand for Central Coast

The Environment and Sustainable Infrastructure

Contribute to a safe and healthy environment

- Undertake an education campaign to improve public health and food safety standards and include community groups and event organisers
- Actively participate in the Tasmanian water and sewerage reform process to achieve best practice water and sewerage services in Central Coast (2009-2014)
- Participate in State and regional emergency management (2009-2014)

Develop and manage sustainable built infrastructure

- Develop and implement Service and Asset Management Plans in accordance with the Council's Asset Management Improvement Strategy (2009-2014)

ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

- Participate in State and regional infrastructure planning forums (2009-2011)
- Assist in the implementation of the Cradle Coast Regional Waste Management Strategy (2009-2014)
- Actively participate in ongoing development of the Dulverton Waste Management Authority (2009-2014)

Contribute to the preservation of the natural environment

- Promote and participate in regional, State and national climate change-related initiatives (2009-2014)
- Investigate and plan for the effects of climate change on the local area (2009-2014)
- Implement suitable climate change adaptation and/or mitigation strategies (2009-2014)
- Provide support and assistance to community groups engaged in environmental activities in Central Coast, such as Coastcare and Rivercare (2009-2014)

Council Sustainability and Governance

Improve corporate governance

- Develop and implement a Strategic Human Resource/Organisational Development Plan (2009-2012)
- Develop initiatives to achieve zero injuries across the Council (2009-2014)
- Develop resources to provide clear, consistent guidelines on best practice environmental management
- Implement strategic and operational risk management strategies in all Council activities (2009-2014)
- Develop and report on meaningful organisational performance measures
- Review the Partnership Agreement between the Council and State Government
- Review Emergency Management Plans (2009-2014)

Improve service provision

- Identify, prioritise and complete key process and service reviews to achieve best value
- Undertake bi-annual community satisfaction surveys and respond to information received
- Develop Business Continuity Plans for services

ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

Improve the Council's financial capacity to sustainably meet community expectations

- Implement the Council's Sustainability Action Plan (2009-2012)
- Develop a Revenue and Investment Policy and Strategy
- Prepare a 10-year financial plan incorporating Asset Management Plans for all asset classes
- Review existing asset investment and performance

Effective communication and engagement

- Implement measures to promote community awareness of the Strategic Framework for Settlement and Investment and involvement in the land use planning process (2009-2014)
- Develop a 'community engagement resource kit'
- Increase communication and community awareness of the Council's services and activities
- Ensure effective communication with the Australian and State Governments on matters of importance to the Central Coast community (2009-2014)

Strengthen local-regional connections

- Develop and enhance partnerships with governments, regional authorities, the private sector and community groups in achieving significant community goals (2009-2014)
- Actively participate in the development and implementation of regional strategies (2009-2014)

ESTIMATES PREPARATION

The 2009-2010 Estimates presented in this report have been developed through a process of consultation and review with the Council and Council officers.

It is the view of the General Manager and Senior Management Team that the Estimates are financially responsible and support the strategies included in the Strategic Plan.

Nevertheless, the Estimates are considerably detailed and are proposed on the basis of comparison with the past financial year. This provides an excellent guide for analysis purposes but, in any case, care should be taken to ensure that all variables and procedural changes have been taken into account when comparing the past with the present.

These Estimates also include a description of all the Council's Service Activities to be funded and how they will contribute to achieving the strategic actions identified in the Strategic Plan 2009-2014. Key Department Actions have also been identified and included under the relevant Service Activities. They also include the capital works program to be undertaken and other financial information that the Council requires in order to make an informed decision about the adoption of the Estimates.

ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

The Estimates forecast an operating surplus of \$2,978,000. The Council's financial position is strong due to its high level of cash reserves. It will be necessary to achieve future revenue growth from other sources in order to achieve financial sustainability in the long term. To this end, the Council is embarking on a project to look at other opportunities for raising revenue over the next year.

The capital program is larger than the previous year and reflects the grants received for the Showground redevelopment, Regional Community Local Infrastructure Program and Black Spot funding.

INFLATION

While the Consumer Price Index (CPI) is not particularly relevant when applied to the operations of local government, the March 2009 quarter announcement by the Australian Bureau of Statistics advises that the annual rate of inflation for Australia (Hobart) is 2.2%.

While the CPI is a benchmark for councils to look at in terms of groceries and other consumables, it is not appropriate in terms of the cost drivers of local government outlays as the business of councils has a broader range of impacts and extends to activities related to general construction in terms of infrastructure provision.

The Local Government Association of Tasmania has produced a council cost index to assist councils with their rate setting and the Association is proposing that the average movement in costs for the average council in Tasmania would be in the vicinity of 4.35%.

ESTIMATES 2009-2010

The rates this year reflect changes in the operations of the Council, and increased costs due to increases in staff costs and increases in costs from suppliers.

The major areas of increase are in councillor allowances, street lighting and waste management. It is important to note that there are continuing pressures on the overheads of the Council, commonly referred to as the cost of doing business. Unless the Council maintains a realistic approach to the development of its Estimates and therefore the levying of its rates, then the overheads (and any external influences) will start to bite into the level of works and services traditionally provided by the Council.

The removal of water and sewerage operations from the Council does have a consequential impact on the general rate, brought about because some of the Council's fixed administrative costs can no longer be spread over the water and sewerage operations. This combined with no expectation of receiving a dividend from Cradle Mountain Water over the next couple of years has made the budget setting process particularly challenging.

Local government is also facing huge challenges in relation to asset management and the development of strong financial management programs. To this end the Council will be completing a 10-year financial management plan as well as continuing with the implementation of its Sustainability Action Plan over the next 12 months.

Directors will have to ensure that all the programs, operations and finances of the Council are kept within budget in order that the Council continues to stay in a sound financial position.

ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

The Estimates are presented with a recommended increase in the general rate revenue of 3.00%.

There is an increase in the Waste Management Service Charge due to the new Regional Waste Management contract. There is also an increase in the Fire Service Levy. While the overall increase in the approved State Fire Commission Corporate Plan for 2009-2010 is 5.00% the income required from this Council to the State Government has only increased by 4.11% over last financial year.

The Council also allows a discount of 5% on the early payment of rates (rates being paid in full by 30 September 2009).

At this time, it would seem that the Program as set out is achievable.

RATES AND CHARGES 2009-2010

A schedule of rates and charges with comparative figures is set out at *Table 1*.

Examples of changes over the municipal area are listed in *Table 2*.

Increases in the calculated general rate for each property are varied over the municipal area due to the implementation of assessed annual value adjustment factors being applied as determined by the Office of the Valuer General.

BORROWINGS

The Capital Program for 2009-2010 is being supported in part by borrowings. The Council has limited its borrowings to those services/projects which are long-term investments and single high-cost developments which provide a peak within the Capital Program. The Showground redevelopment project falls within this category.

The Council's debt is at a manageable level. The Council debt reduction program has been substantially achieved.

The 2008-2009 year has seen the Council pay out \$77,087 in loan principal. It is estimated that approximately \$94,057 will be paid out in the 2009-2010 year, leaving principal outstanding at 30 June 2010 estimated at \$1,469,789. This includes new borrowings of \$700,000.

FEES AND CHARGES

Fees and Charges for the 2009-2010 year are set out at the end of this document. Some of the fees are statutory and are therefore set by other authorities.

Fees and Charges have been updated in accordance with the current fees and charges policy and the community service obligations applied.

All fees and charges include GST unless otherwise indicated.

ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

Table 1 - Schedule of rates and charges comparisons

Rates	2008-2009	2009-2010	Percentage change
General	8.21c	8.38c	+2.07
Minimum Amount	\$170.00	\$175.00	+2.94
Waste Management Service Charge	\$131.00	\$144.00	+9.92
Fire Protection Service Rate			
Penguin and Ulverstone	0.39c	0.41c	+5.13
Forth, Leith, Heybridge and Turners Beach	0.39c	0.41c	+5.13
Other Areas	0.32c	0.32c	+0.00
Minimum Amount	\$32.00	\$33.00	+3.13

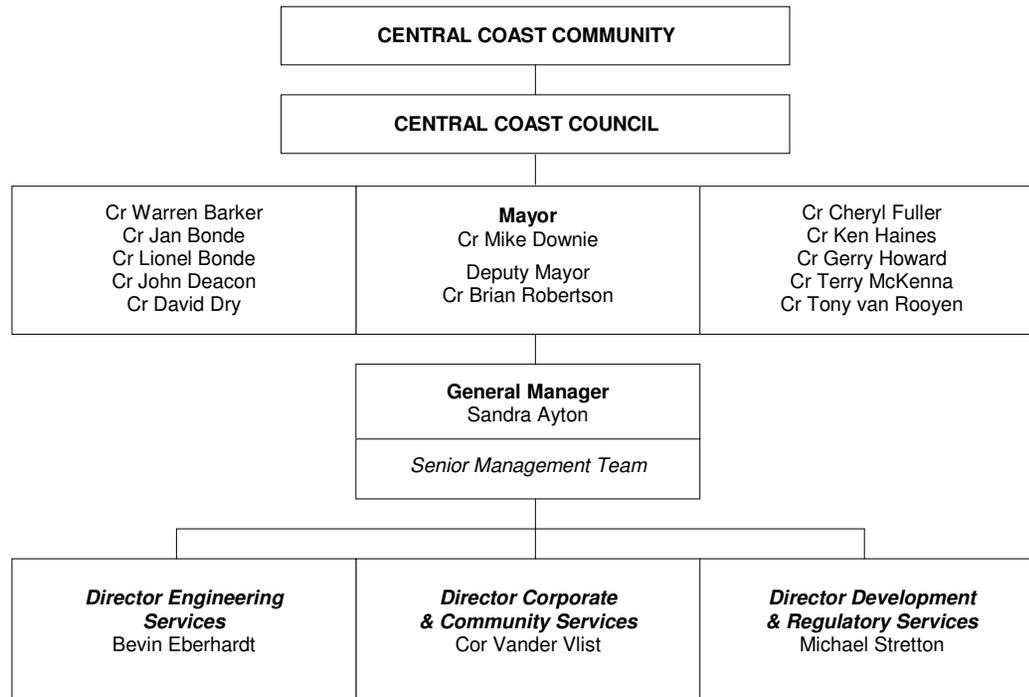
Table 2 - Rate changes between years

Area	2008-2009 (excl. water and sewerage rate)	2009-2010	Percentage change
Rural (small farm)	\$1,125.96	\$1,205.82	+7.17 - Council +5.00 - Fire +7.09 - Overall
Rural (large farm)	\$3,412.00	\$3,654.00	+7.17 - Council +5.00 - Fire +7.09 - Overall
Ulverstone (residential medium)	\$829.00	\$857.05	+3.36 - Council +3.94 - Fire +3.38 - Overall
Ulverstone (residential large)	\$1,799.40	\$1,849.26	+2.67 - Council +5.13 - Fire +2.77 - Overall
Forth (rural/residential)	\$1,025.40	\$1,058.16	+3.12 - Council +6.13 - Fire +3.19 - Overall
Heybridge (residential)	\$794.84	\$821.92	+3.42 - Council +3.13 - Fire +3.41 - Overall
Ulverstone (CBD)	\$1,884.26	\$2,020.29	+7.07 - Council +10.28 - Fire +7.22 - Overall
Penguin (shopping centre)	\$1,470.60	\$1,576.92	+7.08 - Council +10.29 - Fire +7.23 - Overall
Vacant land	\$215.90	\$208.00	-4.84 - Council +3.13 - Fire -3.66 - Overall

ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

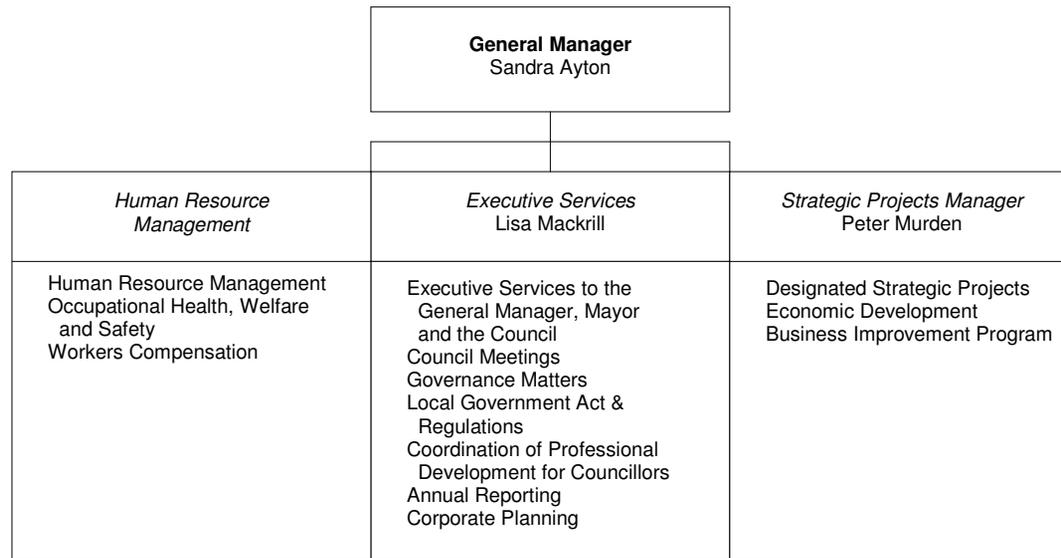
ORGANISATIONAL CHART



ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

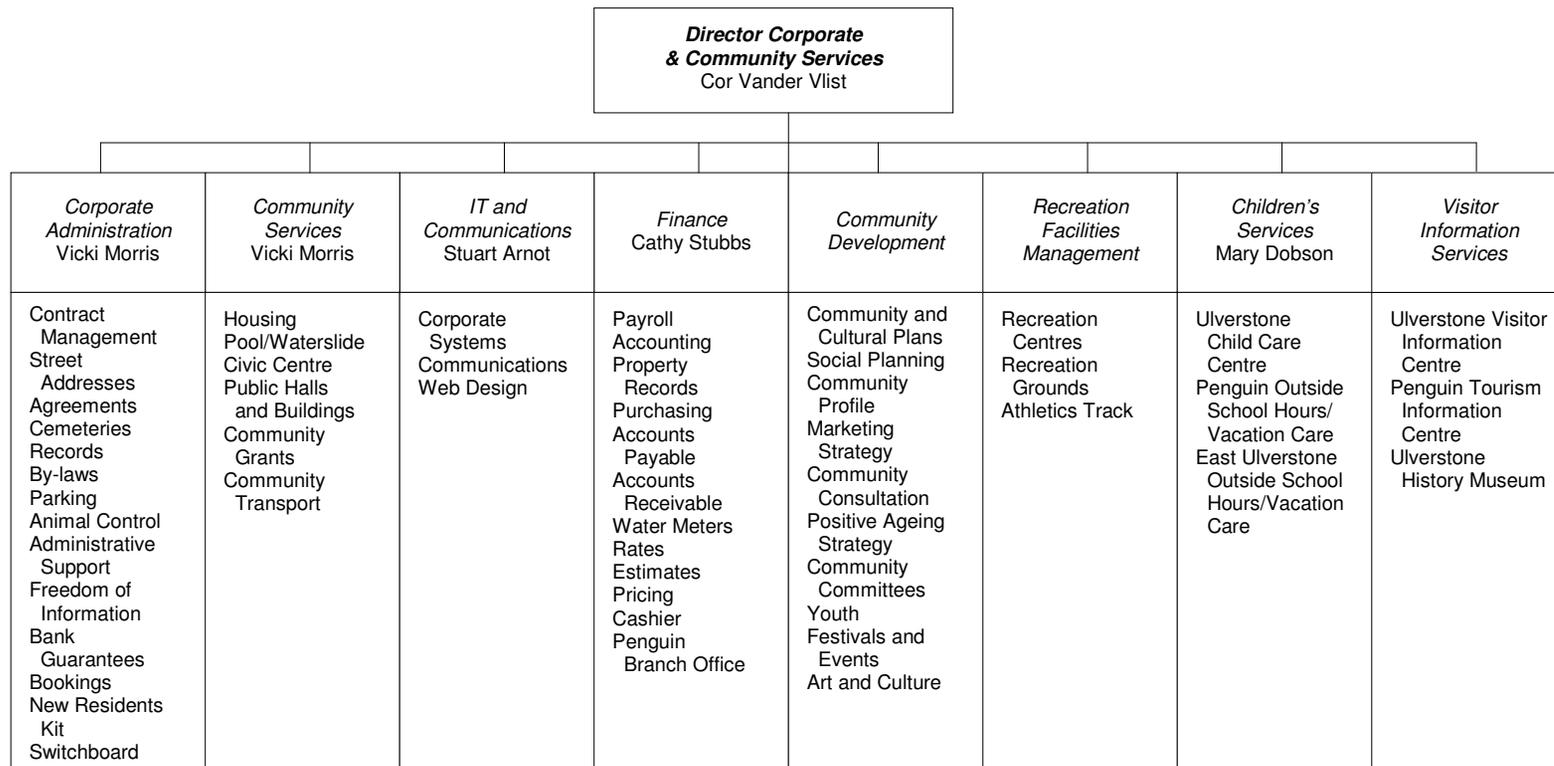
ORGANISATIONAL CHART - General Management



ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

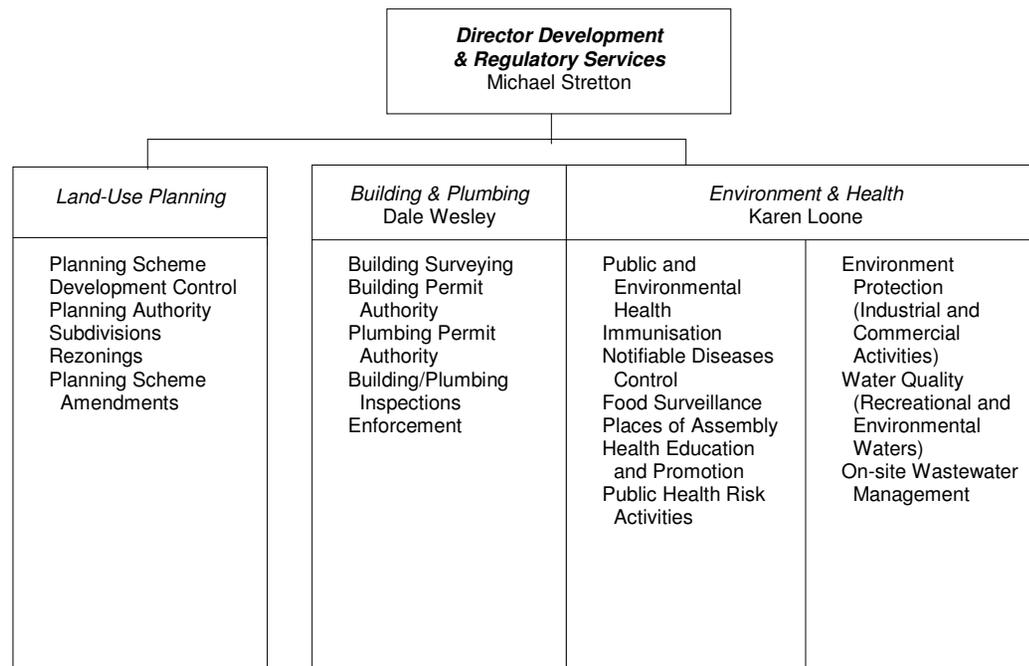
ORGANISATIONAL CHART - Corporate & Community Services Department



ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

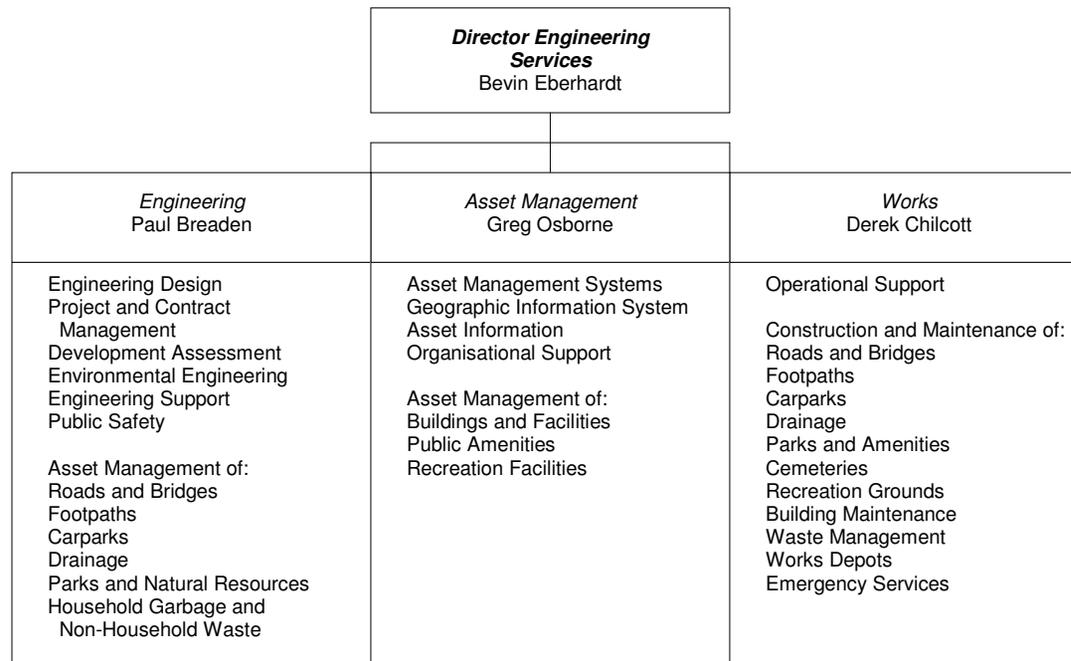
ORGANISATIONAL CHART - Development & Regulatory Services Department



ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

ORGANISATIONAL CHART - Engineering Services Department



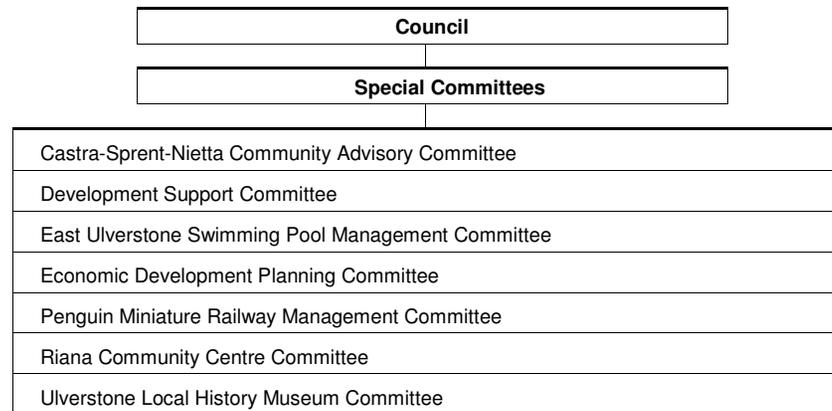
ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

COUNCIL SPECIAL COMMITTEE STRUCTURE

There are a number of special committees, i.e. committees comprising membership other than just Councillors.

All decisions of a policy nature are made by the Council, i.e. Councillors sitting in Council as a whole.



ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

MEMBERSHIP OF STATUTORY BODIES

The Council is a member of the following statutory bodies:

Body	Representatives
Cradle Coast Authority	Cr M. Downie (Mayor) Cr B. Robertson
Dulverton Regional Waste Management Authority	Cr T. McKenna Mr M. Stretton
Local Government Association of Tasmania	Cr M. Downie (Mayor)
Mersey Region Emergency Management Planning Committee	Cr M. Downie Central Coast Municipal (Emergency Management) Coordinator Central Coast Deputy Municipal Coordinator Central Coast Municipal Recovery Coordinator Central Coast Deputy Municipal Recovery Coordinator

ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

EMPLOYEE STATISTICS - STAFFING STRUCTURE

Central Coast Council Staffing - Budgeted Employee Numbers

Department	Full-time equivalents			Total
	Full-time	Part-time	Casual	
Total Workforce				
General Management	6	-	-	6
Engineering Services	69	3	-	72
Corporate & Community Services	26	25	54	105
Development & Regulatory Services	12	1	2	15
Total	113	29	56	198

ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

GENERAL STATISTICS

Statistics	2007-2008
Area	931km ²
Population (June 2007)	21,253
Non Current Assets	\$306,054,117
Non Current Liabilities	\$2,163,913
Net Wealth of the Council	\$308,997,136
Revenue	\$26,568,534
Rates	\$14,178,836
Rates per Capita	\$667
Loan Debt	\$650,717
Cost of Debt Ratio	0.1%
Water Connections	8,210
Sewerage Connections	7,619
Water Purchased (megalitres)	4,038,404
Roads Length	663km
Roads Bridges	75
Rateable Properties	10,527
Rateable Residential Properties	7,946
Planning and Building Applications	666
Rates Outstanding	2.3%
Electors	15,856

ANNUAL PLAN 2009-2010

CENTRAL COAST COUNCIL

SUMMARY OF THE ESTIMATES

	Estimated 2008-2009 (\$)	Projected 2008-2009 (\$)	Estimated 2009-2010 (\$)
Recurrent Revenue	38,230,000	37,982,395	30,883,500
Recurrent Expenses	34,156,000	34,248,899	27,905,500
Reserves Revenue	1,905,000	3,219,271	851,057
Reserves Expenses	3,336,500	3,086,945	2,433,000
Capital Sources of Funding	16,896,824	15,556,500	18,266,816
Capital Funding	16,620,000	10,081,927	17,287,000