



CENTRAL COAST COUNCIL

# Annual Report

For the year ending 30 June 2005



Central Coast Council  
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## Vision, Values and Purpose

### **Vision Statement for the Central Coast Community**

The Vision for Central Coast was developed at Our Community Our Future Search Conference held on 30 April to 2 May 2004.

*Central Coast, a growing and innovative community,  
valuing our culture and natural resources.*

- *Growing and innovative community*  
As a community we will continue to grow, learn and develop. Growth and innovation are important to our agricultural industry, business, economy, education and future prosperity.
- *Valuing our culture and natural resources*  
Our people, lifestyle, heritage, traditions and unique natural landscapes are valued and will continue to be nurtured.

### **Values**

- Family
- Quality of life
- Pride in community
- Honesty
- Trust
- Respect
- Friendly
- Caring

### **Vision Statement for the Central Coast Council**

*Leading a growing and innovative community.*

### **Purpose**

*To improve the quality of community life in Central Coast.*

## Central Coast

The Central Coast municipal area was created on 2 April 1993.

Central Coast is situated in North-West Tasmania and covers a total area of 932km<sup>2</sup>. It spans from the Blythe River (adjoining the City of Burnie) east to the settlement of Leith at Braddons Lookout Road (adjoining the City of Devonport), and extends back from the coastline of Bass Strait to the Black Bluff range in the south.

The population of the area as at 30 June 2005 was 21,033, with almost 89% born in Australia. The estimated population density is 22.5 persons per square kilometre. The areas of greatest density are along the coastal strip where 85.5% of the population live in the towns of Penguin and Ulverstone. After the City of Devonport, Central Coast, by population, is the second largest municipal area in the West/North-West region and the seventh largest in the State. Of the population of Tasmania, 4.48% reside in Central Coast.

The proportion of total population in dependent ages is as follows:

- |         |       |
|---------|-------|
| • 0-14  | 22.0% |
| • 15-24 | 11.6% |
| • 25-64 | 51.4% |
| • 65+   | 15.0% |

The economy is largely rural based, with most people in the workforce being employed in agriculture, manufacturing, community services, and wholesale and retail trades.

## Highlights at a Glance

### **New Ulverstone Visitor Information Centre**

The Centre was completed in December

2004 and officially opened by the Premier of Tasmania, the Hon. Paul Lennon MHA in February 2005. In the first seven months of operation the Centre has trebled the number of visitors compared to the old venue.



### **Leven River Precinct Study**

The Leven River Precinct Study Report identified a number of recommendations for action. The Council is currently prioritising these and will incorporate major capital works into the five-year forward programs. The master plan for the Ulverstone Wharf area will be completed in 2005-2006.



### **Roads to Recovery Program**

Completion of 4-year program with total funding of \$1.88m., with 60% expenditure on urban streets and 40% on rural roads.



### **Forth sewerage construction**

This project has run ahead of plan by about one month. The construction will span two financial years, with the eastern end completed in 2005 and the remainder by 2006. A number of houses in Forth will start connecting to sewerage late 2005.



## Highlights at a Glance

### **Central Coast Resource Recovery Centre**

The Council's new Resource Recovery Centre at Lobster Creek Road will be opened later this year. The construction of the site has been prepared by Council staff. The site will handle the long-term waste management needs of residents over the next three decades.



### **Community consultation**

The Council has maintained its commitment to community consultation through the use of a variety of mediums, including community forums, letter-box drops, questionnaires and focus groups. An example of the Council listening to the community was the Highways By-law consultation. Over 200 people attended meetings throughout the municipal area.



### **Customer service**

All Council staff undertook customer service training in 2004-2005. The Council endorsed a revised Customer Service Policy. Results of a customer service survey undertaken in December 2004 indicated high levels of customer satisfaction with Council services.



### **Central Coast School-Business Alliance Project**

The Council auspices this project in partnership with schools, businesses, community organisations and the Cradle Coast Authority. See 'Education - Future Directions' for achievements over the first 12 months of the project.



## Highlights at a Glance

### Financial performance measures

The Council continued to manage its finances prudently. The Council has maintained its debt reduction strategy and will be substantially debt free by 2006. In the LGAT *Measuring Council Performance in Tasmania*, the Council performed well on a number of financial indicators, as follows:



	Central Coast	State Average
Debt Service Ratio	3.7%	4.8%
Revenue per Capita	\$976	\$1,398
Total Rates per Capita	\$551	\$681
Year-end Rates Outstanding	1.0%	4.2%
Electronic Service Delivery (receipts issued electronically)	37.9%	34.3%

### Development of new Planning Scheme

Work is substantially completed on the development of the new Central Coast Planning Scheme 2005. Once the paper is finalised, the formal process of bringing the Scheme into effect will commence. That will involve adoption of the Scheme by the Council, certification by the Resource Planning and Development Commission (RPDC) and advertising of the Scheme. The representations received during the public scrutiny period will then be considered by the Council, followed by hearings conducted by the RPDC.



## Mayor's Report

Once again it is my privilege, on behalf of the Councillors and staff, to report to you on the governance and affairs of the Council for the year ended 30 June 2005.



The past year has once again proved to be very successful with many highlights.

The Council continued its policy of consulting with the community, starting with forums on the proposed Highways By-law. It was found that the community was not in favour of such a by-law. A code of practice was finally agreed to by the agricultural industry.

A public forum was also held at Penguin to gauge interest in establishing a community representatives committee. This committee will be trialled over a 12-month period.

The study of the Leven River precinct from the mouth to the Bass Highway has been completed. A further study will be undertaken of the River as part of the broader Coast to Canyon Tourism Experience from the Highway to the source over the next 12 months.

The year under review was one of much celebration throughout the entire municipal area, with four 50th anniversaries celebrated, namely, the Sulphur Creek Hall, Penguin Library, Riana Primary School and Apex Club of Ulverstone. The Lions Club of Ulverstone celebrated its 40th anniversary, the Levenbank Aged Care Facility celebrated 35 years of excellent service, Forth Valley Meals on Wheels 20 years of great service, and our State Emergency Service Unit also marked 20 years of service.

In March, I had the pleasure of representing the community at a State reception to welcome Prince Frederik and Princess Mary of Denmark to Tasmania – a tremendous occasion for our State.

The Australia Day service concert was once again a huge success. We thank all those involved for giving us a night to remember. Many people were so impressed they are now asking if it is possible to hold another concert mid-year. We will have to wait and see on that one.



## Mayor's Report

The Central Coast Chamber of Commerce and Industry conducted its annual business awards in October. This event is now becoming important to all our businesses, with awards now being actively sought after.

Various important capital works projects were completed during 2004-2005, including our new Ulverstone Visitor Information Centre. Premier Paul Lennon officially opened the Centre on 4 February 2005.

Significant progress has also been made on our new Resource Recovery Centre at Lobster Creek Road. The Centre is programmed to open late October 2005. This will see our two waste disposal facilities close at Ulverstone and Penguin.

The Council at its May meeting made a commercial decision to communicate with residents over the next 12 months via The Hub newspaper. The Council during 2003-2004 actually published its own quarterly paper over a 12-month period. However this venture proved unsuccessful, as the Council found that it needed to communicate with residents on a more regular basis. Over the next 12 months the Council will evaluate the merits of using this medium to report to the community and will at that time decide if this form of communication is warranted.

We have experienced another busy year within our building department, with 79 new dwellings and 30 units being approved, the total value of all building approvals being \$28.2 million up from \$23.7 million the previous year. These figures indicate a growing confidence in the economy of Central Coast and the continuation of good news to our building industry.

Sewerage works have been undertaken in the Heybridge and Blythe Heads area and a start has been made on the provision of sewerage to the Forth area.

The Council made a number of submissions to the review of the *Local Government Act 1993*. This review was conducted over a two-year period and received Royal Assent on 6 May 2005. The new Act came into force on 1 July 2005.

I would like to thank Council staff for all their hard work over the past year – it is very much appreciated. Their hard work has helped consolidate Council's position as one of the leading councils in Tasmania.

## Mayor's Report

In particular, I acknowledge the efforts of our General Manager, Katherine Schaefer, being Katherine's first full 12 months in this position. Her work has been significant in achieving our new Strategic Plan 2004-2009 directions and objectives.

Overwhelmingly, the greatest asset of our community is the people who have worked so tirelessly, particularly those in a voluntary capacity, to help make Central Coast a municipal area we can all be proud of.

Finally, I thank my fellow Councillors for their commitment and hard work in working towards the Council's vision:

*"Central Coast, a growing and innovative community,  
valuing our culture and natural resources."*

(Cr) Mike Downie  
MAYOR

## Governance Arrangements

### Organisational Structure

***Katherine Schaefer***

General Manager



***Bevin Eberhardt***

Director Assets & Engineering



***Sandra Ayton***

Director Corporate & Community Services

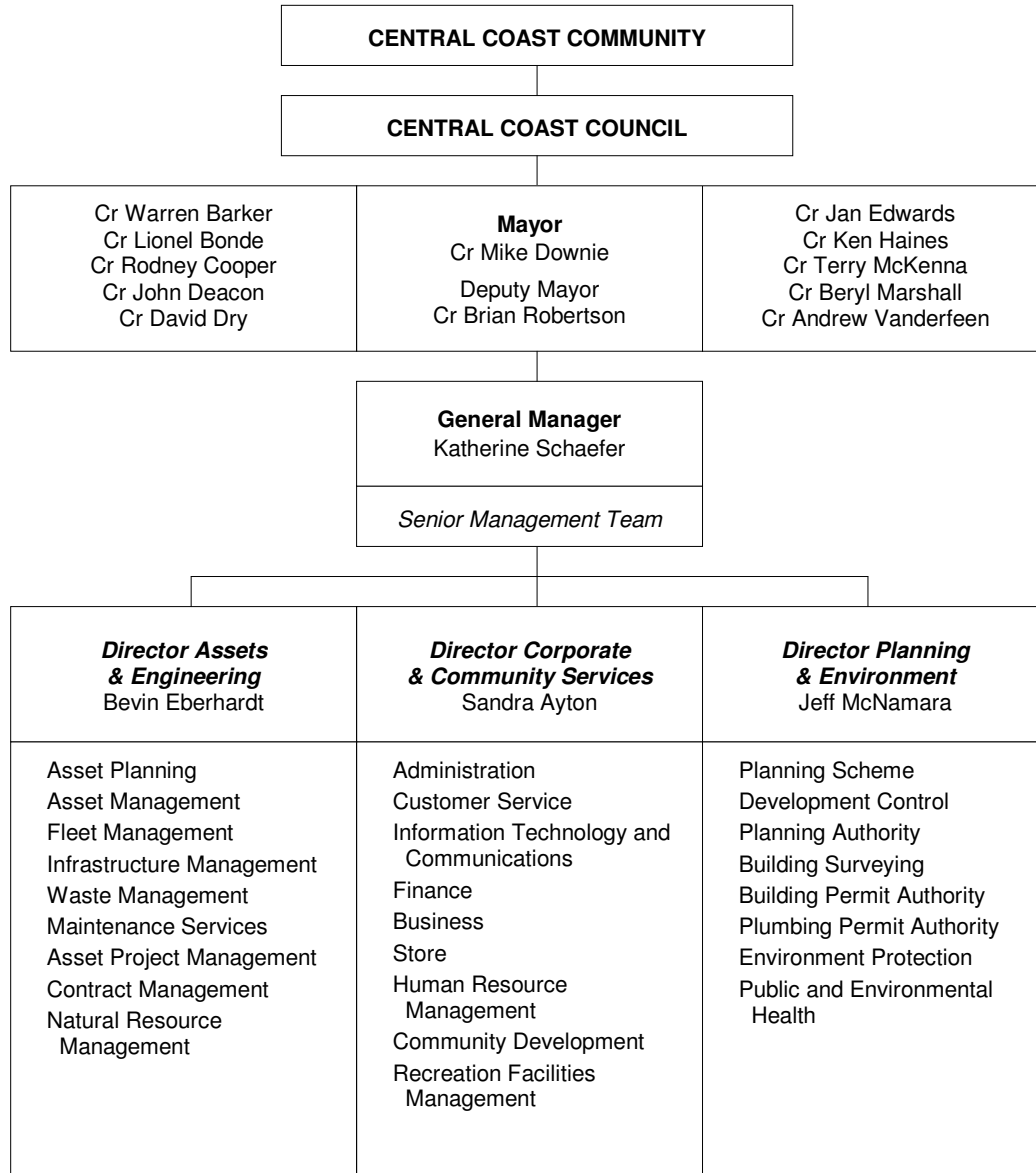


***Jeff McNamara***

Director Planning & Environment



## Governance Arrangements



## Governance Arrangements

### **Council Members**

and Committee Membership

#### ***Cr Mike Downie (Mayor)***

- Local Government Association of Tasmania  
AGM and General Meetings
- Premier's Local Government Council
- Cradle Coast Authority Representatives Group
- Development Support Special Committee
- Economic Development Planning Committee
- Central Coast Council Bursary Working Group
- General Manager Review Committee
- Central Coast Chamber of Commerce and Industry Inc.
- Central Coast Community Safety Partnership Committee



#### ***Cr Brian Robertson (Deputy Mayor)***

- Leven Fire Management Area Committee
- Hector Batten Memorial Trust
- Development Support Special Committee
- Central Coast Council Bursary Working Group
- General Manager Review Committee
- Crs Professional Development Program Working Group
- Community Events Working Group
- Economic Development Planning Committee
- Pricing Policies Working Group
- Central Coast Youth Engaged Steering Committee



#### ***Cr Warren Barker***

- Development Support Special Committee
- Bush Watch Western District Committee
- Dial Range Recreational User Group



#### ***Cr Lionel Bonde***

- Ulverstone Learn to Swim Centre  
Management Committee



## Governance Arrangements

### ***Cr Rodney Cooper***

- Cradle Coast Authority Representatives Group
- Australia Day Awards Committee
- Central Coast Community Safety Partnership Committee



### ***Cr John Deacon***

- North West Action for Youth Committee
- Small Grants Committee
- Pricing Policies Working Group
- Community Events Working Group



### ***Cr David Dry***

- SES Emergency Planning Committee
- Mersey Emergency Management Planning Committee
- Ulverstone Band
- Hector Batten Memorial Trust
- Crs Professional Development Program Working Group



### ***Cr Jan Edwards***

- Australia Day Awards Committee
- Economic Development Planning Committee
- General Manager Review Committee
- Community Events Working Group
- Warrawee Management Committee
- Crs Professional Development Program Working Group



## Governance Arrangements

### ***Cr Ken Haines***

- Hector Batten Memorial Trust
- Development Support Special Committee
- Castra and Sprent Community Advisory Committee (Liaison)
- Small Grants Committee
- Ganesway Advisory Committee



### ***Cr Terry McKenna***

- Cradle Coast Water Representatives Group
- Dulverton Regional Waste Management Authority
- Dial Sports Club Management Committee
- Dial Range Recreational User Group
- Development Support Special Committee
- Pricing Policies Working Group
- Small Grants Committee



### ***Cr Beryl Marshall***

- Ulverstone History Committee



### ***Cr Andrew Vanderfeen***

- Hector Batten Memorial Trust
- Ulverstone Surf Life Saving Club
- Penguin Surf Life Saving Club



## Governance Arrangements

### Council Committees

The *Local Government Act 1993* requires that councils provide a statement detailing the attendance of each councillor at meetings of the council or any council committee during the preceding financial year.

Attendance at meetings of the Council is shown in Table 1. The Council has no council committees.

*Table 1 - Councillor Attendance at Meetings*

Councillor	Council Meetings
Barker, Warren	17
Bonde, Lionel	17
Cooper, Rodney	17
Deacon, John	17
Downie, Mike	17
Dry, David	15
Edwards, Jan	15
Haines, Ken	17
McKenna, Terry	16
Marshall, Beryl	17
Robertson, Brian	16
Vanderfeen, Andrew	11
<i>Total meetings</i>	<i>17</i>



## Governance Arrangements

### Council Statistics

Table 2 - Assets Data

<b>Assets</b>	
<b>Roads</b>	
Urban - Sealed/Unsealed	128km/1km
Rural - Sealed/Unsealed	400km/136km
<i>Total Roads</i>	<i>665km</i>
Bridges	75
Footpaths	116km
<b>Water</b>	
Reservoirs	7
Booster Pump Stations	6
Reticulation Length	193km
<b>Sewerage</b>	
Treatment Plants and Capacity	Ulverstone - 16,000 equiv. pop. Turners Beach - 2,500 equiv. pop.
Pump Stations	58
Pipeline Length	202km
Maintenance Holes	3,276
<b>Drainage</b>	
Pipeline Length	104km
Maintenance Holes/Pits	2,904
<b>Waste Management</b>	
Refuse Disposal Sites	5
<b>Recreation</b>	
Parks	99
Gardens	43
Recreation Grounds	13

## Governance Arrangements

<b>Buildings (select)</b>	
Aged-persons Units	77
Public Toilets	52
Barbecue Huts	19
Picnic Huts	4
Bus Shelters	23
Treatment Plants	4

*Table 3 - General Statistics*

	<b>2004-2005</b>
Area	932km <sup>2</sup>
Population (June 2005)	21,033
Non Current Assets	\$219,015,524
Non Current Liabilities	\$1,294,507
Net Wealth of the Council	\$224,243,638
Revenue	\$21,036,698
Rates	\$12,102,472
Rates per Capita	\$575
Loan Debt	\$1,138,411
Debt Service Ratio	2.98%
Water Connections	7,401
Sewerage Connections	6,670
Water Purchased (megalitres)	4,732,618
Rateable Properties	9,650
Planning and Building Applications	562
Rates Outstanding	0.38%
Electors (June 2004)	15,181

## Governance Arrangements

*Table 4 - Staffing - Employee Numbers*

	Full-time equiv.			Total
Department	Full-time	Part-time	Casual	
General Management	5			5
Assets & Engineering	87			87
Corporate & Community Services	26	21	59	106
Planning & Environment	13	1	5	19
<i>Total</i>	<i>131</i>	<i>22</i>	<i>64</i>	<i>217</i>

## General Manager's Report

This Annual Report is my first full year as General Manager and I am proud of the organisation's achievements over the last 12 months. We responded to the community's challenge in setting a new vision for Central Coast and future directions and objectives that guide our work over the next five years. It provides us with clarity of purpose and direction. Our responsibility, to lead a growing and innovative community, is one that we take seriously and with pride.



As an organisation we examined our own internal structure and decided that we needed to realign the structure to be more responsive and focused in our service delivery. We believe our new structure has a focus on continuous improvement processes, innovation and learning. It fosters integrated and coordinated delivery of services across the organisation. I congratulate my senior management team for the way they have embraced and implemented the organisational realignment.

We commissioned a major audit of our human resources policies, procedures and practices. We also examined our organisational health. Both reviews yielded a number of recommendations, strategies and actions which we have begun to implement. They will also be included in the next Enterprise Bargaining Agreement.

Our deliberate focus on improving customer services has included accredited training for all our staff, reviewing our Customer Service Policy, and improving our procedures and practices. We believe the outcomes will be evident both now and increasingly over time.

We set an ambitious works program which we substantially completed. We maintained the Council's commitment to sound financial management and once again I can report that we performed at the top levels across a number of performance indicators as reported annually in *Measuring Council Performance in Tasmania*.

## General Manager's Report

I trust that the community enjoys reading our new-look Annual Report. We aim to be more focused in our reporting and to better inform you of our performance in achieving the future directions and objectives of the Strategic Plan 2004-2009.

Katherine Schaefer  
GENERAL MANAGER

## Strategic Plan's Future Directions - Activities and Performance

As stated in the Strategic Plan 2004-2009, responsibility for the achievement of future directions and major objectives of the Plan extends beyond the Council to individual community members, businesses, community organisations and other tiers of government.

Where the Council directly contributes towards the achievement of these future directions it has reported its activities and performance over the last 12 months. It should be remembered that the future directions and major objectives have a five-year time frame.

Activities and performance against the Governance future direction will be reported separately by Departments.

### **Community Well-being**

*Support access to physical and social resources to promote quality of life.*



### **Education**

*Create meaningful lifelong learning opportunities.*



### **Industry and Business Development**

*Nurture an environment for innovative industry and business development.  
Enhance employment opportunities.*



## Strategic Plan's Future Directions - Activities and Performance

### **Leisure and Recreation**

*Facilitate equitable access to a range of cultural, leisure and recreational opportunities.*



### **Natural Resource Management**

*Protect the natural environment and promote sustainable development.  
A clean and green municipal area.*



### **Tourism Development**

*Encourage quality visitor experiences through appropriate tourism sector development.*



### **Governance**

*Plan and manage Council resources.*



## Strategic Plan's Future Directions - Activities and Performance

### Community Well-being

*Support access to physical and social resources to promote quality of life.*



### Major objectives

- Encourage the coordination of services for seniors
- Improve the services available to children and young families
- Improve community safety
- Provide opportunities for the development and growth of young people
- Engage young people in community decision making
- Foster partnerships for the provision of quality health services
- Develop awareness of available health and community services

<b>Activities</b>	<b>Performance</b>
Provide and maintain supportive housing options.	<p>The Council has the following housing options available:</p> <ul style="list-style-type: none"> <li>• 77 aged-persons home units</li> <li>• Ganesway (supported family-style accommodation for up to 10 elderly people)</li> <li>• Ulverstone Accommodation Centre for GP registrars and medical students.</li> </ul>
Achieve formal accreditation of child care services.	The Penguin Fun Club Outside School Hours Care Program received accreditation for three years.



## Strategic Plan's Future Directions - Activities and Performance

<p>Provision of high-quality and affordable child care options.</p>	<p>The Council provides the following child care options:</p> <ul style="list-style-type: none"> <li>• Ulverstone Child Care Centre - long day care and holiday programs (licensed for 75 places)</li> <li>• Penguin Fun Club Outside School Hours Care Program provides for 'out of school hours' care and vacation care (licensed for 30 places).</li> </ul>
<p>Support volunteer services by providing practical assistance and support.</p>	<p>The Ulverstone Volunteer Group is coordinated and managed through the Council. It is a valuable resource and services the elderly, frail and disabled of our community. The coordination of drivers is now being undertaken by volunteers.</p>

## Strategic Plan's Future Directions - Activities and Performance

### Education

*Create meaningful lifelong learning opportunities.*



### Major objectives

- Facilitate learning opportunities for all members of the community
- Form strategic partnerships to further education, training and employment pathways
- Increase community awareness of benefits of education

<b>Activities</b>	<b>Performance</b>
Provide leadership to the Central Coast Youth Engaged Steering Committee.	Established the Central Coast School-Business Alliance Project and sourced funding for a full-time coordinator.  Development of young people as future leaders through sponsorship of their attendance at the Local Government Association of Tasmania Conference and Australian Youth Development Camps.  Developed partnerships to establish Work for the Dole opportunities for longer term unemployed.

## Strategic Plan's Future Directions - Activities and Performance

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Implement the Central Coast School-Business Alliance Project.

Developed partnerships with schools and business to support young people in the transition from school to work or further education and training.

Provided opportunities for school students to be involved in real-life experiences to assist them in preparing a career pathways plan.

Established programs offering alternative experiences to students outside normal classroom activities.

Facilitated forums to strengthen links between education and training providers and the business community.

Worked in partnership with The Beacon Foundation to support the No Dole Program in schools.

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## Strategic Plan's Future Directions - Activities and Performance

### Industry and Business Development

*Nurture an environment for innovative  
industry and business development.*

*Enhance employment opportunities.*



### Major objectives

- Support productive agriculture
- Promote and market agriculture
- Develop the "Agricultural Centre of Excellence" concept
- Promote a sustainable investment environment
- Develop innovative strategies to foster business opportunities
- Develop a marketing strategy for Central Coast
- Foster strategic partnerships across industry sectors and establish industry clusters

<b>Activities</b>	<b>Performance</b>
Support the Economic Development Planning Committee.	The Committee meets bi-monthly. Key strategic partners have been invited to address the Committee, e.g. Area Consultative Committee of Tasmania, the Department of Economic Development.
Implement the Economic Development Plan 2004-2009.	Established the Agriculture Action Planning Group which has commenced work on the development of an Agricultural Trail brochure.  The Industry and Business Development Action Planning Group has stalled.

## Strategic Plan's Future Directions - Activities and Performance

Support the Youth Engaged Steering Committee and host the School-Business Project Coordinator.	<p>The Steering Committee meets monthly.</p> <p>The School-Business Project Coordinator was appointed in July 2004. A business plan has been established. See performance in 'Education - Future Directions'.</p>
Implement recommendations of Leven River Precinct Study Report.	<p>Stage 1 of the Study was completed in September 2004. Outputs included developing a forward works program and a commitment to follow on and review the remaining river catchment.</p>
Develop a marketing plan.	<p>The marketing plan has not been completed.</p>
Develop fully serviced land for industrial and commercial purposes as demands require.	<p>The Council is subdividing further land at the East Ulverstone Industrial Estate. A contract has been let, with work to commence shortly.</p>

## Strategic Plan's Future Directions - Activities and Performance

### Leisure and Recreation

*Facilitate equitable access to a range of cultural, leisure and recreational opportunities.*



### Major objectives

- Support an accessible, diverse and rich range of community arts and cultural activities
- Promote events and major festivals that build our cultural identity
- Coordinate management of reserves and tracks from Coast to Cradle
- Foster partnerships to improve shared use of reserves and tracks
- Provide effective management of recreation facilities and open space

<b>Activities</b>	<b>Performance</b>
Ongoing provision of a quality convention, meeting, training and entertainment venue.	<p>Utilisation of the Ulverstone Civic Centre was as follows:</p> <ul style="list-style-type: none"> <li>• Leven Theatre - 109</li> <li>• Gawler Room - 154</li> <li>• Isandula Room - 241</li> <li>• Manager's Office/Other - 60.</li> </ul>
Review services provided at the Ulverstone Civic Centre.	<p>A review is currently being undertaken and a report is being prepared for the Council to consider.</p>
Maintain public halls and buildings.	<p>Utilisation of Council halls was as follows:</p> <ul style="list-style-type: none"> <li>• Castra-Sprent Community Centre - 56</li> <li>• Gawler Hall - 54</li> <li>• North Motton Hall - 63</li> <li>• Penguin Railway Station - 65</li> <li>• Riana Community Centre - 71</li> </ul>

## Strategic Plan's Future Directions - Activities and Performance

	<ul style="list-style-type: none"> <li>• Sulphur Creek Hall - 118</li> <li>• Turners Beach Hall - 200.</li> </ul>
Implement a new booking system.	New booking system implemented for all public halls, Civic Centre, recreation centres and grounds, and swimming pool.
Recognise and/or celebrate significant community events.	<p>The Council supported the following community events:</p> <ul style="list-style-type: none"> <li>• 2005 Half Iron Man Event</li> <li>• Cradle Coast Rotary Art Exhibition</li> <li>• Slipstream Youth Circus</li> <li>• Sulphur Creek Hall commemorations</li> <li>• Opening of the new Ulverstone Visitor Information Centre</li> <li>• Christmas Lights Competition</li> <li>• Ulverstone and Penguin Christmas Parades</li> <li>• Australia Day, Anzac Day and Remembrance Day</li> <li>• National Youth Week.</li> </ul>
Ongoing development of the Ulverstone History Museum.	The Council financially supports the Ulverstone History Museum and is working with the Committee to undertake a curatorial study.
Provide an indoor swimming facility within 'management' and financial constraints.	The Ulverstone Learn to Swim Centre is used outside school hours by community groups. Utilisation over the last year was 1195.5 hours.
Operate the Ulverstone Waterslide during the summer months.	<p>The Waterslide operated for the period 6 November 2004 to 2 April 2005.</p> <ul style="list-style-type: none"> <li>• Highest utilisation day - 275 tickets</li> <li>• Average tickets sold per day - 100</li> <li>• Private bookings for season - 42.</li> </ul>

## Strategic Plan's Future Directions - Activities and Performance

Maintain recreation grounds and facilities to a practicable and relevant standard.	Undertook works in accordance with the Estimates adopted by the Council.
Support groups and organisations in projects which contribute to the development of the community.	<p>The Council granted funds to the following organisations through its Small Grants Scheme:</p> <ul style="list-style-type: none"> <li>• Young Anglers (\$2,000) - purchase stock for Frombergs Dam</li> <li>• Lions Club of Penguin (\$430) - Penguin Christmas Parade</li> <li>• Penguin Bowls Club (\$1,000) - contribution towards the purchase of a new dishwasher for Dial Sports Club</li> <li>• Royal Coastal Patrol (\$2,741) - upgrade rescue/fire safety equipment</li> <li>• Advocates for Survivors of Child Abuse (ASCA) (\$1,908) - office equipment</li> <li>• Lions Club of Penguin (\$1,000) - Over 70's Christmas Dinner</li> <li>• Central Coast Chamber of Commerce and Industry (\$4,500) - implement street banners in Penguin and Ulverstone CBDs</li> <li>• Molenda Lodge (\$3,000) - contribution to the purchase of a second-hand all-terrain farm vehicle</li> <li>• Lifeline North West (\$1,265) - conduct suicide intervention workshops in the Central Coast area</li> <li>• Lions Club of Forth Valley (\$3,000) - contribution towards the implementation of heating in the Forth Hall</li> </ul>



## Strategic Plan's Future Directions - Activities and Performance

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- Ulverstone Rowing Club (\$1,300) - upgrade to towing trailer
  - NW Tasmania Photography Club (\$600) - host exhibition in the Ulverstone Civic Centre
  - Rotary Club of Devonport SE (\$1,000) - implement geological information signage of Central Coast features
  - Riana Primary School Parents and Friends (\$1,475) - Bull Busters event
  - Organic Gardening and Farming Society of Tas. Inc. (\$1,000) - Establish car park area at growing centre.
-

## Strategic Plan's Future Directions - Activities and Performance

### Natural Resource Management

*Protect the natural environment and  
promote sustainable development.  
A clean and green municipal area.*



### Major objectives

- Promote best practice environmental management of the hinterland and coast
- Encourage sustainable land management
- Participate in water and catchment management
- Develop river precinct studies to determine sustainable land-use opportunities

<b>Activities</b>	<b>Performance</b>
Maintain coastal management.	Maintenance of foreshore and liaison with Coastcare groups undertaken.
Investigate Natural Resource Management (NRM).	Researched regional NRM strategy and attended seminars.
Provide input to the Leven River Precinct Study.	Study completed with recognition of parks integration to Leven River.
Maintain parks and open space areas.	Parks and open space areas maintained to acceptable service standards.
Clear Buttons Creek of willow trees and revegetate banks.	Completed clean up of Creek near Haywoods Recreation Ground in conjunction with Greencorp and the Department of Primary Industries, Water and Environment.
Clear Penguin Creek of willow trees.	Participated with Mersey NRM Group in clean up of willows in Creek.

## Strategic Plan's Future Directions - Activities and Performance

Design and construct retaining wall to section of Penguin foreshore.	Commenced fabrication of precast panels for concrete retaining wall.
Clean out Hiscutt Park pond.	Cleaned out pond, with soil stockpiled for use on rehabilitation of Penguin refuse site.
Monitor the quality of recreational and environmental waters.	See the attached State of Environmental and Public Health Report for details.

## Strategic Plan's Future Directions - Activities and Performance

### **Tourism Development**

*Encourage quality visitor experiences through appropriate tourism sector development.*



### **Major objectives**

- Develop Coast to Leven Canyon concept
- Improve visitor numbers to the municipal area
- Enhance the Leven River wharf area
- Facilitate strategic alliances to enhance tourism services

<b>Activities</b>	<b>Performance</b>
Commission new Ulverstone Visitor Information Centre.	<p>The new Centre was completed in December 2004 and officially opened by the Premier in February 2005.</p> <p>The Centre operates for seven days a week, with one full-time position, one part-time position and a number of volunteers staffing the Centre.</p>
Develop a management plan for operations of the new Ulverstone Visitor Information Centre.	A strategic plan and annual business plan were developed for the Centre and continue to be refined in order to achieve Tasmanian Visitor Information Network (TVIN) accreditation.
Establish a major projects capacity within the organisation.	<p>Tourism major projects to be undertaken in 2005-2006 include:</p> <ul style="list-style-type: none"> <li>• Ulverstone Wharf Redevelopment Master Plan</li> <li>• Coast to Canyon Tourism Experience Strategy</li> </ul>

## Strategic Plan's Future Directions - Activities and Performance

	<ul style="list-style-type: none"> <li>• Central Coast Local Tourism Strategy</li> <li>• Coast to Canyon Touring Trail Development Strategy.</li> </ul>
Provide support to the Penguin Visitor Information Centre.	The Centre is operated by volunteers, with the sale of souvenirs substantially offsetting the Centre's operating costs.
Promote and market the Central Coast area.	The Council supported a display at Agfest and production of promotional literature.

## Council Departments - Activities and Performance

### **Governance**

*Plan and manage Council resources.*



### ***Major objectives***

- Provide effective leadership
- Provide transparent, accountable public policy and decision making
- Foster partnerships and strategic alliances
- Foster community leadership
- Meet our statutory and regulatory obligations
- Plan for and develop a sustainable community
- Develop and manage sustainable infrastructure
- Enable community participation in strategic directions
- Provide customer focused services
- Inform the community of Council and local government matters
- Create a municipal area that is productive and socially and aesthetically attractive
- Foster an integrated transport and planning system

Activities and performance against the Governance future directions have been reported separately by Departments.

**General Management**

<i><b>Activities</b></i>	<i><b>Performance</b></i>
Implement the Strategic Plan 2004-2009.	<p>Reporting against the future directions and major objectives forms the basis of this Annual Report.</p> <p>Ten Action Planning Groups were established, five of which have either completed their role or identified other groups which are addressing the issues identified at the Search Conference. General Manager meets quarterly with Coordination Group.</p>
Implement the Enterprise Bargaining Agreement 2004, No. 7 which applies to February 2006.	<p>Customer service training for all staff was a major feature of the Agreement.</p> <p>A customer service survey conducted in December 2004 found that respondents rate the quality of Council services on a scale of 1 to 10 (10 being the highest) in the range of between 8 and 9.</p> <p>Seven cross-Divisional teams worked on the following projects and programs:</p> <ul style="list-style-type: none"> <li>• Redevelopment of Website</li> <li>• Lifestyle, Health and Fitness</li> <li>• Customer Service - Records Management System</li> <li>• Customer Service - Conquest</li> <li>• Customer Service - Information Leaflets</li> <li>• Purchasing and Procurement and Tender Procedure</li> <li>• Human Resource Management.</li> </ul>

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Develop a Communications Strategy.

This action has been partially completed.

A Communications Policy will be considered by the Council in September 2005.

The Council used a variety of mediums to communicate with the community including:

- *The Mayor's Report to the Community* with the rates notice
  - *Mayor's and Deputy Mayor's Message* in Tuesday's Advocate newspaper
  - Mayor's monthly mornings and afternoons in Penguin and Ulverstone
  - The Mayor's and General Manager's business visitation program as well as their attendance at Central Coast Chamber of Commerce and Industry monthly meetings
  - Attendance by Councillors at community organisations' meetings and events
  - Targeted letter mail-outs
  - Weekly advertising in The Advocate newspaper
  - The Council website.
- 

Facilitate the Central Coast Community Safety Partnership Committee.

Bi-monthly meetings were held.

The Committee successfully applied for a grant from NRMA to undertake mentoring training for business and community leaders to support young people at risk within our community. This project will be undertaken in 2005-2006.

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## Council Departments - Activities and Performance

Support Councillors in carrying out their functions as prescribed by the <i>Local Government Act 1993</i> .	The Council contributed to the review of the <i>Local Government Act</i> . 20 Councillors' workshops were held.
Support regional, State and local government bodies.	Partnerships the Council has with government agencies and industry bodies include: <ul style="list-style-type: none"> <li>• Cradle Coast Water</li> <li>• Dulverton Regional Waste Management Authority</li> <li>• Cradle Coast Authority</li> <li>• Local Government Association of Tasmania</li> <li>• Tasmania Police.</li> </ul>
Service Council meetings, particularly through provision of agendas and minute records.	Meeting notices, agendas and minutes prepared in accordance with requirements of the <i>Local Government Act 1993</i> .  Prepared Council for the implementation of the amended <i>Local Government Act</i> which is to be introduced in July 2005.
Undertake community consultation.	Targeted community consultation was held on the following: <ul style="list-style-type: none"> <li>• Highways By-law</li> <li>• Proposed new Planning Scheme</li> <li>• Penguin and District Community Representative Committee</li> <li>• Asia Tsunami Appeal</li> <li>• Moore Street closure</li> <li>• Sex industry legislation.</li> </ul>
Provide information on key performance indicators.	Participated in LGAT <i>Measuring Council Performance in Tasmania</i> .

## Council Departments - Activities and Performance

Provide for allowances and expenses to be paid to Councillors in accordance with the <i>Local Government Act 1993</i> .	Councillors' allowances - \$159,047 Councillors' expenses - \$36,202.
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Provide a statement relating to the total annual remuneration paid to employees of the Council who hold positions designated by the Council as being senior positions.	See Table 5 below for details.
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*Table 5 - Total Annual Remuneration of Senior Employees*

Total annual remuneration paid to employees of the Council who hold positions designated by the Council as being senior positions.

Band	No. Employees	Annual Remuneration
\$100,000-\$120,000	3	\$329,683
\$120,000-\$140,000	-	-
\$140,000-\$160,000	1	\$146,483

**Assets & Engineering**

<b>Activities</b>	<b>Performance</b>
Develop Asset Management plans.	Linked GIS and asset data in drainage. Updated other assets in roads, water, sewerage and drainage.
Prepare and implement forward programs.	Completed works and updated 5-year plans for roads, water, sewerage, drainage, waste management and plant replacement.
Implement works construction and maintenance in accordance with the Estimates.	Completed or commenced all works with a combination of Council day-labour and contractors.
Undertake inspection programs as part of risk management.	Commenced footpath inspections, undertook pipeline inspections on sewerage and drainage as required by video camera. Completed bridge and tree inspections.
Ensure infrastructure to subdivisions is designed and constructed to approved standards.	Supervised and accepted ownership of a number of new streets and asset infrastructure as the result of subdivision development.
Promote awareness of rural roads safety.	Conducted community consultation on proposed Highways By-law resulting in a Code of Practice to minimise materials deposited on public roads being implemented and a greater awareness of the safety issues on rural roads.
Assess the need for sealing further unsealed roads.	Commenced survey of unsealed rural roads in order to review rural roads strategy.
Provide integrated footpath network.	Completed South Road, Ulverstone and Forth Road, Turners Beach links.

## Council Departments - Activities and Performance

Upgrade timber bridges.	Replaced timber bridges at West Gawler River (Preston-Castra Roads) and McBrides Creek (Ironcliffe Road) with concrete.
Provide additional public car-parks.	Completed design and lease negotiations for car-park in Penguin CBD.
Complete projects under the Roads to Recovery (R2R) program.	Completed implementation of R2R over four years. Projects included Lovett Street-Kings Parade reconstruction, Preston Road-Gunns Plains Road junction safety improvements.
Provide improved water supply pressure to high-level areas.	Installed booster pump system to improve water pressure to properties in Merinda Drive. Required the installation of booster pumps to high-level subdivision development.
Provide sewerage to Heybridge and Blythe Heads.	Commenced operation of sewerage service at Blythe Heads.
Provide sewerage to Forth.	Completed design and commenced construction of Forth sewerage.
Provide waste management disposal facilities.	Commenced construction of Central Coast Resource Recovery Centre at Lobster Creek Road.
Upgrade non-household waste collection service in public areas.	Implemented new garbage and litter collection system in public areas.
Upgrade public conveniences.	Replaced public toilets at Lions Park, Penguin.
Provide sewage disposal for mobile homes and camper vans.	Installed wastewater dump stations at Ulverstone and Penguin.
Provide extension to Ulverstone-Penguin Lawn Cemetery.	Constructed extension to Cemetery.

## Council Departments - Activities and Performance

### Corporate & Community Services

<i><b>Activities</b></i>	<i><b>Performance</b></i>
Maintain a portfolio of insurance coverage and a risk management plan.	The Council has continued its relationship with the self-insurance mutual liability scheme operated by Civic Mutual Plus. The Council's 2005 assessment resulted in an increase in ranking from 69% to 74%.
Provide a functional Administration Centre and Service Centre for employees and public alike.	Improvements have been undertaken in accordance with the Estimates adopted by the Council.
Prepare a corporate pricing policy.	The Pricing Policies Working Group has focused its attention on the development of a pricing policy in regard to recreation grounds and halls. The halls have been completed and the first stage of the pricing policy for recreation facilities has been completed.
Provide for more of the Council's services to be accessed over the Internet.	The Council updated its web page for Central Coast to ensure that it is more contemporary and easier to navigate around.
Provide financial leadership for the Council.	Co-ordinated the Estimates program for adoption by the Council and ensured that all programs are being monitored.
Ensure Council's accounts are presented and audited annually.	Audited financial reports are appended.
Provide details in relation to any contract for the supply or provision of goods or services valued at or above \$50,000 excluding GST.	See Table 6 below for details.

## Council Departments - Activities and Performance

Provide details in relation to the <i>Public Interest Disclosures Act 2002</i> .	Information as to how persons may obtain or access copies of the current procedures established by the Council under Part 7 may be obtained via the Council's website at <a href="http://www.centralcoast.tas.gov.au">www.centralcoast.tas.gov.au</a> or by contacting the Council's protected disclosure officer/coordinator.  There were no disclosures made to the Council during the year.
Provide a statement reporting on the Council's plans in relation to water supplied by it for domestic consumption.	The Council purchases water from Cradle Coast Water for domestic consumption. Cradle Coast Water has indicated that it has adequate infrastructure and supply to meet the Council's demands.
Monitor dog registrations.	3,023 dogs registered in 2004-2005.
Meet parking control statutory and regulatory obligations.	Car parks and streets monitored on a regular basis, with 251 traffic infringement notices issued over the year.
Apply the pricing guidelines in relation to water supplied by the Council for domestic consumption and provision of wastewater services as specified in the Urban Water and Wastewater Pricing Guidelines for Local Government issued by the Government Prices Oversight Commission.	See Tables 7 and 8 below for details.

## Council Departments - Activities and Performance

*Table 6 - Contracts for the Supply or Provision of Goods or Services*

<b>Successful Contractor</b>	<b>Description of Contract</b>	<b>Period of Contract</b>	<b>Value of Tender/Contract Over \$50,000 (excl. GST)</b>
Fieldwicks Pty Ltd PO Box 131E Devonport 7310	Construction of intersection improvements at the junction of Preston Road and Gunns Plains Road	Sep 2004- June 2005	\$147,951
Fieldwicks Pty Ltd PO Box 131E Devonport 7310	Construction of intersection improvements at the junction of Lovett Street and Kings Parade	Sep 2004- Mar 2005	\$114,928
Russell-Smith Pty Ltd 16-18 Wellington Street Burnie 7320	Design, manufacture and installation of small sewerage pump station switchboards	Oct 2004- June 2005	\$81,880
JF Machinery Pty Ltd PO Box 62 Mowbray 7248	Supply and delivery of JCB 3CX C Spec Sitemaster backhoe/loader	Nov 2004- Feb 2005	\$110,777
Co-operative Motors P/L GPO Box 86A Hobart 7001	Supply and delivery of Hino Dutro 5000 Medium 4.5GVM	Nov 2004- Feb 2005	\$56,568
Roadways Pty Ltd PO Box 303 Glenorchy 7010	Supply, delivery and placement of sprayed bituminous surfacing	July 2004- June 2005	\$231,914
Emoleum 4 Gleadow Street Launceston 7250	Supply, delivery and placement of sprayed bituminous surfacing	July 2004- June 2005	\$351,526
Roadways Pty Ltd PO Box 303 Glenorchy 7010	Supply and delivery of hotmix	July 2004- June 2005	\$137,930
Lloyds North Pty Ltd Kimberleys Road Ulverstone 7315	Supply and delivery of road base, pipe bedding, topsoil and other materials	July 2004- June 2005	\$182,468
Hanson Construction Materials Dysons Lane Ulverstone 7315	Supply and delivery of ready-mixed concrete	July 2004- June 2005	\$98,770
Van Ek Contracting P/L PO Box 812 Ulverstone 7315	Design and construction of replacement bridge over West Gawler River at Preston -Castra Road, Preston	Jan 2005- June 2005	\$124,149

## Council Departments - Activities and Performance

Vincent Industries Inc. PO Box 188 Wynyard 7325	Undertake kerbside recycling and collection service, incl. supply of recycling crates	Feb 2005- June 2007	\$0.49 per tene- ment per week \$2.00 per tene- ment per week for driver collect tenements
Dowling's Onsite Engineering Pty Ltd PO Box 261E Devonport 7310	Removal of existing lights and poles and supply and installa- tion of four new light towers and fittings at Ulverstone Recreation Ground	Feb 2005- May 2005	\$108,898
Van Ek Contracting P/L PO Box 812 Ulverstone 7315	Design and construction of 100m long precast concrete retaining wall	Jan 2005-	\$173,545 (est.)
Van Ek Contracting P/L PO Box 812 Ulverstone 7315	Design and construction of precast concrete retaining wall	Jan 2005-	\$96,545 (est.)
Fieldwicks Pty Ltd PO Box 131E Devonport 7310	Construction of roads and services at East Ulverstone Industrial Estate including sewerage pump station, rising main and gravity main from Treasure Place	June 2005-	\$486,518 (est.)



*Table 7a - Determination of Full Cost Recovery Levels*

Table 7 indicates that the revenue earned by the Council in respect of its water supply operations is within the lower and upper limit bands of prices and that a real rate of return on assets has been achieved (0.66% p.a.).

<b>Cost Item</b>	<b>Lower Limit</b> (min. business viability) \$	<b>Upper Limit</b> (max. allowable revenue) \$
Operation and Maintenance	2,545,279	2,545,279
Administration and Overheads	241,746	241,746
Externalities	-	-
Taxes and Tax Equivalents	8,387	8,387
Cost of Asset Consumption	(a) 478,961	(b) 289,745
Interest and Dividends Paid	1,413	-
Cost of Capital	-	(c) 1,676,365
<b>Total</b>	<b>3,275,786</b>	<b>4,761,522</b>

- (a) Based on 2% of written down asset value.  
 (b) Reported depreciation, based on current replacement values of assets.  
 (c) Weighted average cost of capital, 7% real pre-tax applied to written down asset valuation base.

*Table 7b - Cost Recovery and Rate of Return Performance*

Total Revenue	\$3,242,112
Average Asset Valuation for Year	\$23,948,068
Real Rate of Return on Assets (% p.a.)	(d) 0.66%

- (d) Real rate of return on assets = Earnings before interest and tax/written down asset replacement value.

*Table 8a - Determination of Full Cost Recovery Levels*

Table 8 indicates that the revenue earned by the Council in respect of its wastewater supply operations is within the lower and upper limit bands of prices and that a real rate of return on assets has been achieved (1.11% p.a.).

<b>Cost Item</b>	<b>Lower Limit</b> (min. business viability) \$	<b>Upper Limit</b> (max. allowable revenue) \$
Operation and Maintenance	1,143,981	1,143,981
Administration and Overheads	210,581	210,581
Externalities	-	-
Taxes and Tax Equivalents	10,442	20,442
Cost of Asset Consumption	(a) 572,703	(b) 645,999
Interest and Dividends Paid	45,708	-
Cost of Capital	-	(c) 2,004,460
<i>Total</i>	<i>1,993,415</i>	<i>4,025,463</i>

- (a) Based on 2% of written down asset value.  
 (b) Reported depreciation, based on current replacement values of assets.  
 (c) Weighted average cost of capital, 7% real pre-tax applied to written down asset valuation base.

*Table 8b - Cost Recovery and Rate of Return Performance*

Total Revenue	\$2,337,504
Average Asset Valuation for Year	\$28,635,148
Real Rate of Return on Assets (% p.a.)	(d) 1.11%

- (d) Real rate of return on assets = Earnings before interest and tax/written down asset replacement value.

## Council Departments - Activities and Performance

### Planning & Environment

<b>Activities</b>	<b>Performance</b>
Process statutory building/plumbing, environmental, health, and planning applications.	See Tables 9-13 below for details.
Building control, building surveying, and plumbing control.	The Council has appointed a Building Permit Authority and a Plumbing Permit Authority to meet its statutory obligations under the <i>Building Act 2000</i> .
Environmental health - immunisation services, disease control, food surveillance, potable water quality monitoring, and auditing of public-use buildings.	See the attached State of Environmental and Public Health Report for details.
Environment protection - recreational and environmental water quality monitoring, waste and wastewater management, and pollution control.	See the attached State of Environmental and Public Health Report for details.
Land-use planning - development control, planning scheme development and review.	The Council is a Planning Authority for determining statutory planning applications.

Table 9 - Environmental Management Processing Times

<b>Category</b>	<b>Parameter</b>			
	<b>No. of Applications</b>	<b>Average No. of Days</b>	<b>Most No. of Days</b>	<b>Least No. of Days</b>
Special connections (septic tank) permits	30	4	15	1

Statutory requirement is 18 days.

Table 10 - Building Permit Processing Times

<b>Category</b>	<b>Parameter</b>			
	<b>No. of Applications</b>	<b>Average No. of Days</b>	<b>Most No. of Days</b>	<b>Least No. of Days</b>
All buildings	419	19.0	392	3
Dwellings	79	18.5	197	3
Flats/units	30	30.0	392	14
Additions	107	19.6	230	4
Alterations	30	16.6	94	4
Outbuildings	143	15.0	177	4
Other buildings	30	14.2	383	3

Statutory requirement is 20 days.

Explanatory comment - The 'Most No. of Days' figures include days when the clock was stopped.

Note - Privately certified applications included in processing times.

Table 11 - Building Approvals - Comparisons

Parameter	2001-2002	2002-2003	2003-2004	2004-2005
No. of Approvals	363	350	438	419
Total Value (\$)	\$12,925,612	\$15,774,538	\$23,740,049	\$28,209,692
Dwellings - No. approved \$ value	64 \$7,747,372	57 \$7,680,290	99 \$15,443,577	79 \$15,211,517
Flats/Units - No. approved \$ value	9 \$410,000	6 \$600,000	29 \$2,238,380	30 \$4,013,508
Additions - No. approved \$ value	82 \$2,201,706	104 \$2,258,990	102 \$2,202,474	107 \$2,940,921
Alterations - No. approved \$ value	14 \$103,260	22 \$393,000	25 \$738,290	30 \$936,400
Outbuildings - No. approved \$ value	161 \$1,368,235	139 \$1,140,105	156 \$1,674,975	143 \$1,411,351
Other buildings - No. approved \$ value	33 \$1,095,039	22 \$3,702,153	27 \$1,442,353	30 \$3,695,995

Table 12 - Subdivision - Nett Lots Approved

Locality	2004-2005
Rural	-3
Leith	0
Forth	1
Turners Beach	2
Ulverstone	43
Penguin	6
Sulphur Creek	0
Heybridge	0

*Table 13 - Planning Permit Processing Times*

Category	2004-2005	
	No. Applications	No. of Days
Permitted	11	21
Discretionary	132	30

Statutory requirement is 42 days.

## Financial Statements and Audit Opinion

The Central Coast Council operates under the *Local Government Act 1993*. Within 90 days after the end of a financial year, the General Manager is to prepare financial statements for the Council relating to the financial year.

The financial report for a financial year is to:

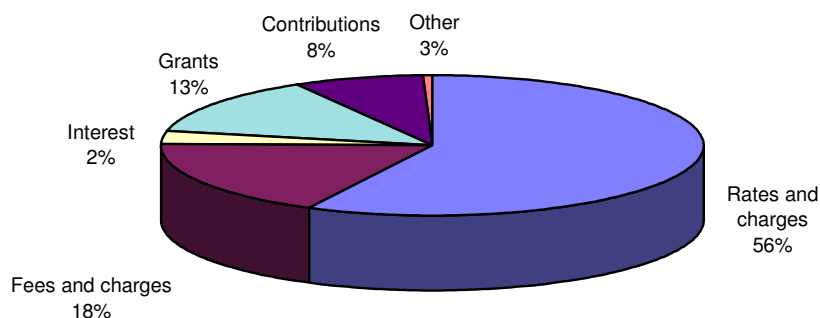
- (i) comply with applicable Australian Accounting Standards and Urgent Issue Group Abstracts approved by the Australian Accounting Standards Board;
- (ii) specify any interests as notified to the General Manager or any Councillor in respect of any body or organisation with which the Council has major financial dealings;
- (iii) contain a comparison between the Council's actual and estimated revenue and expenditure for that financial year;
- (iv) contain a statement of the operating, capital and competitive neutrality costs in respect of each significant business activity undertaken by the Council during that financial year together with a statement of the revenue associated with that activity; and
- (v) contain any other information the Minister determines.

### ***Financial performance***

An increase in operating capability of \$220,977 before abnormal items and adjustments to the asset revaluation reserve, compared to a budgeted surplus of \$93,000 was reported this current financial year. The increase from budget is principally attributable to increased revenue from fees and charges and grants and a decrease in materials and contracts expenditure for the year. The operating capability has improved considerably over the last few years due mainly to reviewing the Council's assets on a five-year rolling plan and the use of additional external sources of funding for capital projects.

As can be seen from Chart 1, rates and charges revenue is the most significant source of revenue to the Council. It represents 56% of the Council's revenue for the year, with fees and charges (which includes charges for water and industrial effluent to the Simplot factory) representing 18%.

*Chart 1 - Sources of Revenue*



### ***Changes in equity***

Ratepayers' equity is the excess of assets over liabilities of the Council, calculated on an accrual basis. Reserves are amounts of equity that have been allocated by the Council to be used for specific purposes. The exception to this is the asset revaluation reserve that is used to account for movements in change of asset values at the time of revaluation of asset groups. The Council's reserves, excluding the asset revaluation reserve, represent cash that has been set aside for those purposes determined by the Council.

Operating capability before abnormal items for the year was \$220,977. A sum of \$524,451 was appropriated to fund principal repayments of debt, and \$2,921,391 was transferred to reserves to meet anticipated future needs, while \$2,409,718 was transferred from reserves to accumulated surplus to fund budgeted programs.

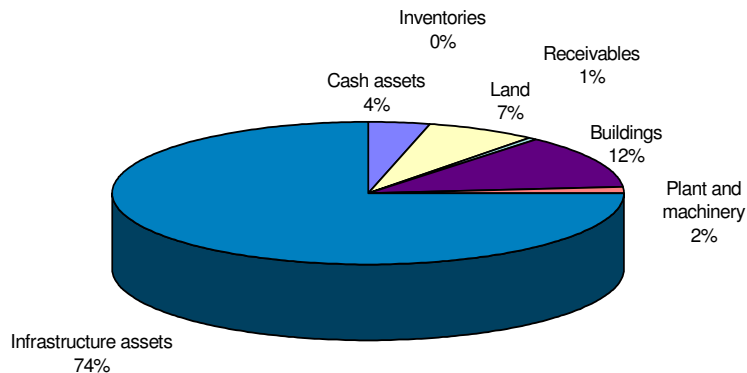
At 30 June 2005, the equity of the Council comprised an accumulated surplus of \$151,527,900 and reserves of \$72,715,738.



### **Assets**

Total assets of the Council at 30 June 2005 amount to \$228,808,071 as indicated in the Statement of Financial Position. There has been an increase of \$25,707,750 over last financial year largely due to the Council revaluing its roads, land and building assets and construction and upgrade of assets. Indicated in Chart 2 is the mix of total assets at 30 June 2005.

*Chart 2 - Mix of Total Assets*



### **Liabilities**

Total liabilities at 30 June 2005 amounted to \$4,564,433 and were comprised largely of employee provisions amounting to \$2,108,554, being an increase of 13.18% on employee provisions at 30 June 2004. Interest bearing loans amount to \$1,138,411, being a decrease of 31.54% on interest bearing loans at 30 June 2004. All other liabilities were comparable with previous years.

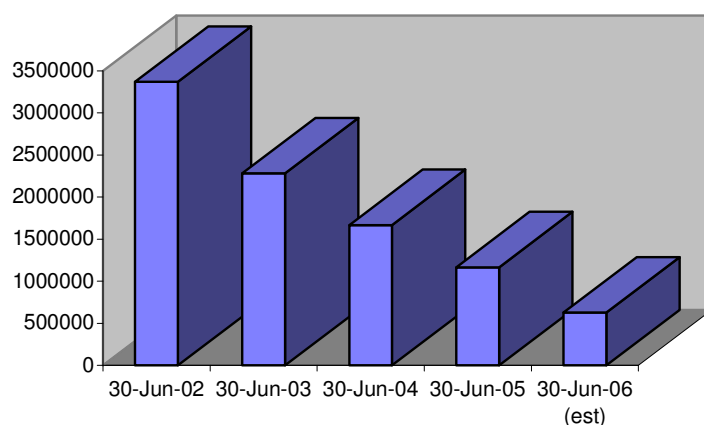
### **Debt administration**

While repayments of \$524,451 were made during the year, borrowing costs (interest) of \$102,396 were charged. A debt reduction program has been undertaken which would see substantially all existing debt extinguished by the year 2006. Indicated on Chart 3 is the level of debt owing by the Council over

## Financial Statements and Audit Opinion

the last four years and estimated debt owing at the end of the 2005-2006 financial year. The Council's exposure to debt at 30 June 2005, given a debt exposure ratio of 1.99%, is considered to be responsible and manageable.

*Chart 3 - Borrowings*



### **Financial ratios of the accounts**

*Table 14 - Financial Ratios of the Accounts*

	2004-2005	2003-2004
Rate coverage ratio: (rates and charges revenue/total revenue)	57.53%	56.43%
Rate collection ratio: (rates receivables/rates and charges)	0.38%	0.97%
Debt payment ratio: (debt servicing cost/total revenue)	0.49%	0.69%
Debt exposure ratio: (total liabilities/total assets)	1.99%	2.19%
Government grants per capita: (grant revenue/population)	\$131	\$129
Expenditure per capita: (operating expenses/population)	\$990	\$904
Working capital ratio: (current assets/current liabilities)	2.99:1	3.77:1

## Financial Statements and Audit Opinion

- *Rate coverage ratio* represents the Council's dependence on rate income. The higher the level of rate revenue in proportion to total revenue, the greater the level of financial independence the Council has.
- *Rate collection ratio* represents the Council's outstanding rates as at 30 June.
- *Debt payment ratio* represents the capacity of the Council to service its outstanding debt.
- *Debt exposure ratio* represents the Council's exposure to debt.
- *Government grants per capita* measures the Council's financial independence in relation to population.
- *Expenditure per capita* measures the Council's operating expenditure in relation to population.
- *Working capital ratio* represents the Council's ability to meet current commitments.

### **Conclusion**

At 30 June 2005, the net wealth of the Central Coast Council, as indicated in the Statement of Financial Position, amounted to \$224,243,638, a \$25,589,774 increase over the opening equity at the beginning of the year. A favourable working capital ratio of 2.99:1 indicates that the Council has more than sufficient capacity to meet current commitments from its current assets as and when they fall due.

Sandra Ayton  
Director Corporate & Community Services

## Appendixes

- A. Financial Report
- B. State of Environmental and Public Health Report

Photographs courtesy of Triple J Photography and Richard Eastwood

CENTRAL COAST COUNCIL

# Financial Report

For the year ended 30 June 2005

Appendix A

**CENTRAL COAST COUNCIL**  
**STATEMENT OF FINANCIAL PERFORMANCE**  
**FOR THE YEAR ENDED 30 JUNE 2005**

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	Note	2005 (\$) <i>Estimate</i>	2005 (\$) <i>Actual</i>	2004 (\$) <i>Actual</i>
<b>REVENUES FROM ORDINARY ACTIVITIES</b>				
Rates and charges		12,024,000	12,102,472	11,607,112
Fees and charges		3,191,075	3,715,483	3,190,495
Interest		580,000	688,108	575,964
Grants	7	2,710,000	2,762,572	2,705,638
Contributions		1,796,225	1,677,186	2,337,516
Other		94,000	198,285	148,219
		<b>20,395,300</b>	<b>21,144,106</b>	<b>20,564,944</b>
Gain on disposal of property, plant and equipment		0	31,095	131,808
Loss on disposal of property, plant and equipment		0	(138,503)	(127,409)
<b>TOTAL REVENUES FROM ORDINARY ACTIVITIES</b>		<b>20,395,300</b>	<b>21,036,698</b>	<b>20,569,343</b>
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>				
Employee costs	3	7,270,000	7,267,227	6,446,881
Materials and contracts		7,614,700	7,833,335	7,160,751
Borrowing Costs	5	102,600	102,396	141,027
Depreciation and amortisation	4	5,098,000	5,402,444	5,064,509
Other	6	217,000	210,319	197,717
<b>TOTAL EXPENSES FROM ORDINARY ACTIVITIES</b>		<b>20,302,300</b>	<b>20,815,721</b>	<b>19,010,885</b>
<b>CHANGE IN NET ASSETS FROM ORDINARY ACTIVITIES</b>		<b>93,000</b>	<b>220,977</b>	<b>1,558,458</b>
Increase (decrease) in asset revaluation reserve		0	25,368,797	11,455,409
<b>TOTAL REVENUES, EXPENSES AND VALUATION ADJUSTMENTS RECOGNISED DIRECTLY IN EQUITY</b>		<b>0</b>	<b>25,368,797</b>	<b>11,455,409</b>
<b>TOTAL CHANGES IN EQUITY</b>		<b>93,000</b>	<b>25,589,774</b>	<b>13,013,867</b>

The above Statement of Financial Performance should be read in conjunction with the notes to and forming part of the financial statements set out on the attached pages.

**CENTRAL COAST COUNCIL**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 JUNE 2005**

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	Note	2005 (\$)	2004 (\$)
<b>ASSETS</b>			
Current Assets			
. Cash and deposits	8	8,631,180	9,246,793
. Receivables	9	682,298	748,587
. Inventories	10	83,945	90,226
. Other	11	395,124	142,334
<i>Total Current assets</i>		<i>9,792,547</i>	<i>10,227,940</i>
Non Current assets			
. Capital work in progress		1,042,323	1,615,183
. Receivables	17	478,801	525,049
. Investments	24	10,895,636	10,607,500
. Property, plant and equipment	16	206,598,764	180,080,574
. Other	18	0	44,075
<i>Total Non current assets</i>		<i>219,015,524</i>	<i>192,872,381</i>
<b>TOTAL ASSETS</b>		<b>228,808,071</b>	<b>203,100,321</b>
<b>LIABILITIES</b>			
Current liabilities			
. Payables	12	1,014,701	678,078
. Provisions	14	1,441,669	1,294,452
. Other	15	302,767	242,473
. Interest bearing	13	510,789	497,574
<i>Total Current liabilities</i>		<i>3,269,926</i>	<i>2,712,577</i>
Non current liabilities			
. Provisions	20	666,885	568,592
. Interest bearing	19	627,622	1,165,288
<i>Total Non current liabilities</i>		<i>1,294,507</i>	<i>1,733,880</i>
<b>TOTAL LIABILITIES</b>		<b>4,564,433</b>	<b>4,446,457</b>
<b>NET ASSETS</b>		<b>224,243,638</b>	<b>198,653,864</b>
<b>EQUITY</b>			
Accumulated surplus		151,527,900	151,818,596
Reserves	21	72,715,738	46,835,268
<b>TOTAL EQUITY</b>		<b>224,243,638</b>	<b>198,653,864</b>

The above Statement should be read in conjunction with the notes to and forming part of the financial statements set out on the attached pages.

**CENTRAL COAST COUNCIL**  
**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE YEAR ENDED 30 JUNE 2005**

	ACCUMULATED SURPLUS 2005	ASSET REVALUATION RESERVE 2005	ASSET REPLACEMENT RESERVE 2005	SEWERAGE AND WATER RESERVE 2005	FIRE SERVICES RESERVE 2005	GARBAGE COLLECTION RESERVE 2005	SPECIAL PROJECTS RESERVE 2005	TOTALS
Balance at the beginning of the financial year	151,818,596	41,180,952	2,943,448	902,020	(2,113)	36,446	1,774,515	198,653,864
Adjustments recognised directly in equity	0	25,368,797	0	0	0	0	0	25,368,797
Increase in net assets resulting from operations	220,977	0	0	0	0	0	0	220,977
Transfers to reserves	(2,921,391)	0	1,396,194	941,239	8,260	0	575,698	0
Transfers from reserves	2,409,718	0	(1,114,852)	(938,000)	(1421)	(8,687)	(346,758)	0
<b>Balance at the end of the financial year</b>	<b>151,527,900</b>	<b>66,549,749</b>	<b>3,224,790</b>	<b>905,259</b>	<b>4,726</b>	<b>27,759</b>	<b>2,003,455</b>	<b>224,243,638</b>

	ACCUMULATED SURPLUS 2004	ASSET REVALUATION RESERVE 2004	ASSET REPLACEMENT RESERVE 2004	SEWERAGE AND WATER RESERVE 2004	FIRE SERVICES RESERVE 2004	GARBAGE COLLECTION RESERVE 2004	SPECIAL PROJECTS RESERVE 2004	TOTALS
Balance at the beginning of the financial year	150,892,962	29,725,543	2,655,783	871,882	(7,307)	39,746	1,461,388	185,639,997
Adjustments recognised directly in equity	0	11,455,409	0	0	0	0	0	11,455,409
Increase in net assets resulting from operations	1,558,458	0	0	0	0	0	0	1,558,458
Transfers to reserves	(2,772,765)	0	1,557,341	740,138	5,194	0	470,092	0
Transfers from reserves	2,139,941	0	(1,269,676)	(710,000)	0	(3,300)	(156,965)	0
<b>Balance at the end of the financial year</b>	<b>151,818,596</b>	<b>41,180,952</b>	<b>2,943,448</b>	<b>902,020</b>	<b>(2,113)</b>	<b>36,446</b>	<b>1,774,515</b>	<b>198,653,864</b>



**CENTRAL COAST COUNCIL**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 JUNE 2005**

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	Note	2005 (\$)	2004 (\$)
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts		12,169,713	11,670,179
. Rates and charges		3,877,875	3,862,100
. Fees and charges		688,108	624,500
. Interest		1,677,186	2,337,516
. Contributions		2,762,572	2,705,638
. Government grants		196,623	190,263
. Other revenue		892,136	646,961
. Refund from Aust. Taxation Office for GST			
		22,264,213	22,037,157
Payments		(6,987,712)	(6,319,688)
. Employee costs		(8,716,484)	(8,366,118)
. Materials and contracts		(110,414)	(149,790)
. Interest		(166,244)	(197,717)
. Other			
		(15,980,854)	(15,033,313)
Net cash inflow from operating activities	25	6,283,359	7,003,844
<b>Cash flows from investing activities</b>			
Proceeds from		491,985	490,141
. Sale of assets		55,755	(1,402,060)
Proceeds(Payments) for investments			
Payments for		(6,866,506)	(4,864,740)
. Property plant and equipment			
Net Cash used in Investing Activities		(6,318,766)	(5,776,659)
<b>Cash Flow from Financing Activities</b>			
Proceeds from borrowings		0	0
Repayment of borrowings		(524,451)	(618,683)
Net Cash used in Financing Activities		(524,451)	(618,683)
Net Increase(Decrease) in Cash Held		(559,858)	608,502
Cash at beginning of the year		828,021	219,519
Cash at end of year	8	268,163	828,021

The above Statement should be read in conjunction with the notes to and forming part of the financial statements set out on the attached pages.

# CENTRAL COAST COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

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## 1. SIGNIFICANT ACCOUNTING POLICIES

### **Basis of Accounting**

The general purpose financial reports of the Central Coast Council have been prepared to comply with Statements of Accounting Concepts, applicable Australian Accounting Standards, Urgent Issues Group consensus views and the Local Government Act 1993.

Except for certain assets, including infrastructure, land and buildings, the financial statements have been prepared in accordance with the historical cost convention. Where the original cost cannot be identified written down current cost has been adopted.

### **The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in the financial reports.

In the process of reporting for the Central Coast Council as a single unit, all transactions and balances between council and special committees (for example loans and transfers) have been eliminated. The recording of transactions and balances for internal borrowings have been eliminated.

### **Acquisition of Assets**

The cost method of accounting is used for the initial recording of all acquisitions of assets.

'Cost' represents the fair value of these assets given as consideration plus costs incidental to their acquisition, including consulting fees, engineering design fees, administrative fees and all other costs incurred in getting the assets ready for use.

In determining the cost of Non-Current Assets constructed by Council, "Cost" includes all materials used in construction, direct labour used on the project and an appropriate proportion of overhead. The cost of all materials includes all consulting fees.

Non-monetary assets received in the form of grants or donations are recognised as assets and revenues at their fair value at the date of receipt.

'Fair value' means the amount for which an asset could be exchanged between a knowledgeable, willing buyer and a knowledgeable, willing seller in an arm's length transaction.

## **1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**

### **Revaluation of Non-Current Assets**

AASB1041 "Revaluation of Non-Current Assets" requires that, subsequent to the initial recognition as assets, each class of non-current assets must be measured on either the cost basis or the fair value basis. For the purpose of AASB1041, the Council has adopted the following valuation bases for its non-current assets:

Land	fair value
Buildings	fair value
Plant and machinery	deemed cost
Furniture and equipment	deemed cost
Sewerage	fair value
Water	fair value
Roads	fair value
Recreation	fair value
Bridges	fair value
Environmental	fair value
Drainage	fair value

Asset classes measured on the fair value basis are revalued to their "current cost" less accumulated depreciation every three years, with indexation in between valuations for larger asset classes. Acquisitions and capital works during the year are treated as being recorded at their fair value.

In accordance with paragraph 2.1 of AAS10 "Recoverable Amount of Non-current Assets", Council is not required to apply the recoverable amounts test to its non-current assets as it is a not-for-profit entity and the service potential of its non-current assets is not primarily dependent on their ability to generate net cash flows.

### **Depreciation of Non-Current Assets**

All non-current assets are systematically depreciated over their economic life to Council at a rate of depreciation that reflects the expiration of the service potential of assets. Land is not a depreciable asset.

Non-current Assets are those which provide a benefit to Council extending beyond twelve months. Depreciation is recognised on a straight line basis or remaining life method reviewed each reporting period. Rates of depreciation reflect the consumption of the service potential of these assets.

#### *Formation Costs*

The Council has chosen not to depreciate the formation costs of both sealed and unsealed roads. The asset is considered to be more in the nature of land, as it has an extended life and is not affected by subsequent road construction.

# CENTRAL COAST COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

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## 1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

### Depreciation of Non-Current Assets (cont'd)

#### *Gravel Roads*

The Council has not depreciated unsealed roads, as these roads are maintained to a standard that the asset neither deteriorates nor improves and the value of the asset remains constant. This treatment is not consistent with the requirements of UIG 30 'Depreciation of Long Lived Physical Assets, including Infrastructure Assets: Condition-Based Depreciation and Other Related Methods', which excludes the use of a renewals accounting approach. However, the effect of the non-compliance is considered immaterial.

The current useful lives of depreciation are:

Land	Not Depreciated	Unlimited Life
Plant and machinery	Straight Line	2-30 years
Furniture, and equipment	Straight Line	5-40 years
Sewerage	Straight Line	5-100 years
Water	Straight Line	5-100 years
Stormwater and Drainage	Straight Line	20-100 years
Roads and Streets	Straight Line	15-70 years
Buildings	Straight Line	20-100 years
Recreation	Straight Line	5-50 years
Environmental	Straight Line	10-30 years
Bridges	Straight Line	10-100 years

### Inventory Measurement/Valuation

Inventories consist of materials held in store for maintenance and construction requirements and are carried at the lower of cost and net realisable value in accordance with AAS2. Materials are taken into the store at cost and issued at average price.

### Land held for resale

Land held for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on financing of the land during its development. Interest and other holding charges incurred after development is complete are recognised immediately as expenses.

Revenue arising from the sale of land is recognised in the operating statement on the signing of a valid unconditional contract of sale.

## **1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**

### **Maintenance v. Capitalisation**

Maintenance, repair costs and minor renewals are charged as expenses unless their total value exceeds 10% of the written down current value and increases the economic life by more than 10% or the net realisable value by more than five thousand dollars.

Earthworks carried out during road construction are considered to be a sunk cost and are therefore expensed in the year in which they are incurred.

#### *Roads*

reseals	capitalised
road shouldering	expensed
reconstruction	capitalised
gravel resheeting	expensed
tar patching	expensed
maintenance	expensed

### **Trust Funds**

The financial reports of the Council incorporate only those trust items over which the Council has control.

The Central Coast Council receives monies as an agency for the State Government. As the Council performs only a custodial role in respect of these monies, and because the monies cannot be used for Council purposes, they are excluded from the financial statements.

Amounts received as tender deposits and retention amounts controlled by Council are included in the amount disclosed as creditors within current liabilities.

### **Employee Benefits**

The basis of measurement of liabilities for each type of employee benefit are as follows:

#### *Wages and Salaries and Annual Leave*

Liabilities for employee benefits to wages and salaries, annual leave and other current employee benefits are accrued at nominal amounts calculated on the basis of wage and salary rates that Council expects to pay as at reporting date including related on-costs (superannuation, payroll tax and workers compensation).

# CENTRAL COAST COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

30 JUNE 2005

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### 1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

#### Employee Benefits (cont'd)

##### *Sick Leave*

No amount is shown for non-vested sick leave as experience indicates that, on average, sick leave taken for each reporting period is less than the entitlement accruing in that period, and this experience is expected to recur in future reporting periods.

##### *Superannuation*

The superannuation expense within a reporting period is the amount of the statutory contribution the Central Coast Council makes to the Quadrant Superannuation Scheme administered by the Local Government Association of Tasmania that provides benefits to employees. Details of these arrangements are set out in Note 23.

##### *Long Service Leave*

Council have estimated the present value of future cash flows associated with its long service leave liability using a 'short-hand' measurement technique as this provides an estimate of the long service leave liability which is not materially different from that determined using present values. Accordingly, the long service leave liability is based on pay rates that Council expects to pay as at reporting date for all employees with five or more years of service and includes related on-costs (superannuation, payroll tax and workers compensation). The current liability relates to employees who are entitled to long service leave. The non-current liability relates to accrued long service leave.

#### Number of Employees

In accordance with paragraph 5.1(d) of AAS37 "Financial Report Presentation and Disclosures" the number of employees are:

	30.06.2005	30.06.2004
Permanent	153	143
Casuals	64	55

#### Investments

Investments are brought to account at market value. Interest revenues are recognised as they accrue.

# CENTRAL COAST COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

30 JUNE 2005

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### 1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

#### **Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are recognised as revenues when Council obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates. Control over granted assets is normally obtained upon their receipt or upon prior notification that a grant has been secured.

Grants, donations and other contributions are brought to account as revenue at the earlier of, upon their receipt or upon receipt of formalised ratification in writing from a recognised authority ratifying that a grant has been secured.

Unreceived contributions over which Council has control are recognised as receivables.

Donations and other contributions that are not subject to accompanying conditions that they be expended in a particular manner or for a particular purpose are recognised as revenue in the reporting period when Council obtains control over the assets comprising the contributions and donations.

#### **Accruals/Prepayments**

Accruals and Prepayments are recognised in accordance with relevant accounting standards with materiality a major factor in determining their applicability.

#### **Cash**

For purposes of the statement of cash flows, cash includes cash at bank, cash on hand and advances that are used in the day-to-day cash management of the Council

#### **Net Fair Values of Financial Assets and Liabilities**

Net fair values of financial instruments are determined on the following basis:

Monetary financial assets and liabilities - cost basis carrying amounts of trade debtors, trade creditors and accruals (which approximates net market value).

Fixed rate loans and debentures - the liability for debenture loans will be reviewed annually with disclosure of the net fair value being recorded in the notes to the accounts.

#### **Comparative Figures**

When necessary, comparative figures have been adjusted to conform with changes in presentation in the current year.

# CENTRAL COAST COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

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## 1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

### Significant Business Activities

Amendments to the Local Government Act as at 30 June 1999 under section 84(2)(da) have required the reporting of operating capital and competitive neutrality costs in respect of each significant business activity undertaken by the Council. The Council's disclosure is recorded in Note 27.

The Council has determined, based upon materiality, that Water, Sewerage and Roads, Streets and Bridges as defined in note 2(c) are considered significant business activities.

Competitive neutrality costs include notional costs, i.e. income tax equivalents, rates and loan guarantee fees.

In preparing the information disclosed in relation to significant business activities, the following assumptions have been applied:

- The notional opportunity cost of capital was calculated by applying an interest rate of 9% which the Council has determined as an appropriate interest rate adjusted for a risk margin.
- Taxation equivalents were calculated by an applicable taxation rate of 30% applied to the activities notional accounting profit before abnormal items.
- Notional council rates have been calculated using actual rates and charges set by the Council and the government for the current financial period.
- Loan guarantee fees were calculated on the average loan outstanding for each activity multiplied by the loan guarantee fee rate of 0.45% which is determined by the Department of Treasury and Finance.
- The impact of fringe benefit tax credits, stamp duty, debits tax and financial institutions duty were determined to be immaterial and have not been included.

### Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Tax Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense.

Receivables and payables are stated with the amount of GST included.

The net amount to GST recoverable or payable to the ATO is included as a current asset or current liability in the statement of financial position.

Cash flows are included in the statement of cash flows on a gross basis. The GST components of cash flows arising from investing and financing activities which are recovered from, or paid to, the ATO are classified as operating cash flows.



# CENTRAL COAST COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

30 JUNE 2005

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### 1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

#### Impact of Adopting AASB Equivalents to IASB Standards

During the year, Central Coast Council has continued with its transition process from Australian GAAP to Australian equivalents to International Financial Reporting Standards (AIFRS). The transition to AIFRS is currently at the practical implementation phase and is substantially complete. During the reporting period, key areas of impact have been addressed.

The opening AIFRS balance sheet as at 1 July 2005 is still the priority as it forms the basis of accounting under AIFRS in the future and is required for the preparation of Central Coast Council's first fully compliant financial statements for the year ending 30 June 2006. This opening balance sheet will incorporate the choice of accounting policies available, including elective exemptions under AASB 1 *First-time Adoption of Australian Equivalents to International Financial Reporting Standards*.

As at 30 June 2005, the key areas identified as being impacted are listed below, including where possible the estimated financial impacts on the financial report, had it been prepared under AIFRS. The disclosures made are management's best estimates of the impact of the changes as at the date of preparing the 30 June 2005 financial statements. The actual effects of transition to AIFRS may differ from the estimates disclosed due to (a) ongoing work being undertaken by Council's financial staff; (b) potential amendments to AIFRSs and Interpretations thereof being issued by the standard-setters and IFRIC; and (c) emerging accepted practice in the interpretation and application of AIFRS and UIG Interpretations.

#### *Classification of Financial Instruments*

Under AASB 139 *Financial Instruments: Recognition and Measurement*, financial instruments will be required to be classified into one of five categories, which will, in turn, determine the accounting treatment of each item. The classifications are:

Loans and receivables	measured at amortised cost
Held to maturity	measured at amortised cost
Held for trading	measured at fair value with fair value changes charged to net profit or loss
Available for sale	measured at fair value with fair value changes taken to equity and
Non-trading liabilities	measured at amortised cost.

#### *Valuation and Impairment of Non-Current Assets*

Accounting Standard AASB 1 *First-time Adoption of Australian International Financial Reporting Pronouncements* allows entities to decide on the valuation basis for non-current assets. The majority of Council's Property, Plant and Equipment is currently measured on a fair value basis, which is determined as the asset's written down current replacement cost. Plant and Machinery and Furniture and Equipment are at deemed cost in accordance with AASB 1041. Council intends to maintain existing valuation bases upon the adoption of Australian equivalents of AIFRS. Therefore, Council does not anticipate a change in accounting policy or an adjustment to asset values.

# CENTRAL COAST COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

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## 1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

### Impact of Adopting AASB Equivalents to IASB Standards (Cont'd)

Council will also be required to comply with the provisions of AASB 136 *Impairment of Assets*, which replaces the existing recoverable amounts test with a more robust impairment test. Under AASB 136, the recoverable amount of an asset is determined as the higher of net selling price and value in use. In accordance with AAS 10 *Recoverable Amount of Non-Current Assets*, Council is currently not required to apply the recoverable amounts test to its non-current assets. There will be no impairment losses recognised as the recoverable amount of assets is estimated to be higher than the carrying amount of assets.

#### *Superannuation Disclosure*

Council makes contributions to the Quadrant Defined Benefits Superannuation Scheme for some of its employees. The Scheme has been classified as a multi-employer plan for the purposes of AASB 119 *Employee Benefits*. As a consequence, the Scheme will be accounted for and disclosed as if it were a defined contribution plan, in accordance with the provisions of AASB 119.

## 2 FUNCTIONS/ACTIVITIES OF THE COUNCIL (CONT'D)

- (b) Total assets shown in note 2(a) are reconciled with the amounts shown for assets in the statement of financial position as follows:

	30.06.2005 (\$)	30.06.2004 (\$)
Current assets	9,792,547	10,227,940
Non-current assets	219,015,524	192,872,381
	<i>228,808,071</i>	<i>203,100,321</i>

- (c) The activities of the Council are categorised into the following broad functions:

#### ***Governance and administration***

Operation and maintenance of council chambers, administration offices, and councillors.

#### ***Roads, streets and bridges***

Construction, maintenance and cleaning of roads, streets, footpaths, bridges, parking facilities and street lighting.

#### ***Water supply***

The supply of reticulated water for domestic and other purposes within the Central Coast Water District and to extraordinary connections outside the water district.

#### ***Sewerage service***

Operation and maintenance of the disposal of human and other waste, including industrial waste by means of deep mains town systems.

# CENTRAL COAST COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

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## 2 FUNCTIONS/ACTIVITIES OF THE COUNCIL (CONT'D)

### ***Drainage***

Operation and maintenance of open or deep drainage systems in urban areas, including the lining of piping of creeks but excludes drainage associated with road works, flood mitigation and agriculture.

### ***Waste management***

Collection, handling, processing and disposal of all waste materials.

### ***Environmental Health/Environmental Management***

Environmental Health includes disease control, food surveillance, public-use building standards, health education and promotion, water quality, workplace safety and cemeteries.

Environmental management includes strategies and programs for the protection of the environment and regulation of activities affecting the environment.

### ***Planning Services***

Administration of the town planning scheme, subdivisions and urban and rural renewal programs.

### ***Building control***

The development and maintenance of building construction standards.

### ***Community amenities***

Operation and maintenance of housing for aged persons and persons of limited means, the Ulverstone Civic Centre, Council halls (excluding indoor sporting complexes), public conveniences and burial facilities.

### ***Community services***

Administration and operation of dog registration, operation of pounds, control of straying stock, and noxious weeds. Operation of the Ulverstone Child Care Centre, operation and support of the performing arts, museum and the presentation of festivals. Community Development which provides for the implementation of a process by which strategies and plans can be developed so that Council can fulfill their general responsibility for enhancing the quality of life of the whole community.

### ***Recreation facilities***

Operation and maintenance of sporting facilities (including swimming pools, active and passive recreation and recreation centres).

### ***Economic development***

Maintenance and marketing of tourist facilities, property development and operation of caravan parks.

### ***Other non-attributable***

Rates and charges and work support not attributed elsewhere.

**CENTRAL COAST COUNCIL**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**30 JUNE 2005**

**2 Functions/Activities of the Council**

(a) Expenses, revenues and assets have been attributed to the following functions/activities, descriptions of which are set out in note 2(c).

2005 ACTUAL	GOVERNANCE & ADMINISTRATION	ROADS, STREETS AND BRIDGES	WATER	SEWERAGE	DRAINAGE	WASTE MANAGEMENT	ENVIRON. HEALTH	PLANNING SERVICES	BUILDING CONTROL	COMMUNITY AMENITIES	COMMUNITY SERVICES	RECREATION FACILITIES	ECONOMIC DEVELOPMENT	OTHER NOT ATTRIBUTABLE	TOTALS
Expenses	2,435,060	4,618,098	3,078,183	2,046,269	359,505	1,667,421	238,457	370,083	453,701	1,067,213	1,470,486	2,435,657	371,895	203,693	20,815,721
Revenues															
Grants	125,000	1,306,572	0	0	107,000	274,000	0	0	0	236,000	0	372,000	342,000	0	2,762,572
Other	973,904	720,466	3,242,112	2,337,504	15,124	234,297	11,436	150,988	188,866	573,496	962,561	419,393	141,535	8,302,444	18,274,126
Total	1,098,904	2,027,038	3,242,112	2,337,504	122,124	508,297	11,436	150,988	188,866	809,496	962,561	791,393	483,535	8,302,444	21,036,698
Change in net assets resulting from operations															220,977
Assets	15,787,207	104,970,476	24,026,782	29,067,372	11,712,811	1,680,241	46,652	47,441	66,634	12,404,044	1,577,551	24,105,013	3,315,847	0	228,808,071
2004 ACTUAL	GOVERNANCE & ADMINISTRATION	ROADS, STREETS AND BRIDGES	WATER	SEWERAGE	DRAINAGE	WASTE MANAGEMENT	ENVIRON. HEALTH	PLANNING SERVICES	BUILDING CONTROL	COMMUNITY AMENITIES	COMMUNITY SERVICES	RECREATION FACILITIES	ECONOMIC DEVELOPMENT	OTHER NOT ATTRIBUTABLE	TOTALS
Expenses	2,238,653	4,313,694	3,029,015	1,929,030	281,580	1,561,634	211,416	441,447	414,644	1,293,336	1,400,500	1,728,774	167,162	0	18,010,885
Revenues															
Grants	147,654	1,183,984	0	0	203,000	261,000	0	0	0	281,000	85,000	321,000	223,000	0	2,705,638
Other	892,645	957,475	2,982,113	2,540,415	11,218	180,737	27,920	81,255	133,963	745,131	901,806	256,311	129,822	8,022,894	17,863,705
Total	1,040,299	2,141,459	2,982,113	2,540,415	214,218	441,737	27,920	81,255	133,963	1,026,131	986,806	577,311	352,822	8,022,894	20,569,343
Change in net assets resulting from operations															1,558,458
Assets	15,828,877	86,835,799	23,867,354	28,202,924	11,722,525	1,257,339	45,532	43,025	62,286	10,959,069	1,006,881	20,973,723	2,294,987	0	203,100,321

**CENTRAL COAST COUNCIL**  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

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	30.06.2005 (\$)	30.06.2004 (\$)
<b>3 EMPLOYEE COSTS</b>		
Salaries and wages	5,156,520	4,771,765
Superannuation	703,204	726,364
Annual, sick and long service leave entitlements	1,172,620	965,202
Total employee benefit expenses	7,032,344	6,463,331
Other employee related expenses	518,238	164,905
Less, On-costs capitalised	(283,355)	(181,355)
<i>Total employee benefit and related expenses</i>	<i>7,267,227</i>	<i>6,446,881</i>
<b>4 DEPRECIATION AND AMORTISATION EXPENSE</b>		
Depreciation was charged in respect of:		
Buildings	656,789	587,509
Water supply	259,876	267,785
Sewerage	604,653	578,466
Roads and streets	2,610,563	2,363,442
Bridges	184,968	181,512
Plant and machinery	477,418	478,147
Furniture and equipment	120,489	127,297
Recreation facilities	220,488	215,361
Drainage	223,964	222,401
Environmental	43,236	42,589
	<i>5,402,444</i>	<i>5,064,509</i>
<b>5 BORROWING COSTS</b>		
Interest paid/payable	102,396	141,027
<b>6 OTHER EXPENSES</b>		
Other expenses includes:		
Audit services	15,070	14,700
Councillors emoluments	195,249	183,017
	<i>210,319</i>	<i>197,717</i>

# CENTRAL COAST COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

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	30.06.2005 (\$)	30.06.2004 (\$)
<b>7 GRANT REVENUES</b>		
Grants were received in respect of:		
State Grants Commission	2,762,572	2,705,638
	<i>2,762,572</i>	<i>2,705,638</i>

## 8 CURRENT ASSETS – CASH ASSETS

Cash at bank and on hand	268,163	828,021
Short term investments	8,363,017	8,418,772
	<i>8,631,180</i>	<i>9,246,793</i>

### *Net Fair Value*

The Council considers the carrying amount of investments approximate their net fair value.

## 9 CURRENT ASSETS - RECEIVABLES

Rates receivable	45,615	112,856
Less, provision for doubtful debts	0	0
	45,615	112,856
Loans and advances	46,249	44,587
Other debtors	590,434	591,144
Less, provision for doubtful debts	0	0
	<i>682,298</i>	<i>748,587</i>

The Council expects all debts to be recovered.

### *Significant terms and conditions*

Debtors of Council are required to settle their accounts within specified terms including:

Rate debtors - rates and charges are required to be paid in full by 30 October, but in order to receive a discount the rates and charges must be paid in full by 30 September. Ratepayers may apply to the council to pay rates and charges by instalments, subject to approved terms and conditions. Should amounts remain unpaid outside of approved payment options, Council will instigate collection proceedings.

Other debtors (including loans and advances) - within 30 days of issue of the account. Debtors may apply to the council to pay accounts by instalments, subject to approved terms and conditions. Should amounts remain unpaid outside of approved payment options, Council will instigate collection proceedings.

**CENTRAL COAST COUNCIL**  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

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	30.06.2005 (\$)	30.06.2004 (\$)
<b>9 CURRENT ASSETS – RECEIVABLES (CONT'D)</b>		
<i>Credit Risk</i>		
The Council does not have any significant exposure to any individual customers or counterparty.		
<i>Net Fair Value</i>		
The Council considers that the carrying amount of receivables approximate their net fair value.		
<b>10 CURRENT ASSETS - INVENTORIES</b>		
Stores (at average costs)	83,945	90,226
<b>11 CURRENT ASSETS - OTHER</b>		
Accrued revenue	193,283	63,739
Prepaid expense	201,841	78,595
	395,124	142,334
<i>Net Fair Value</i>		
The Council considers that the carrying amount of other assets approximate their net fair value.		
<b>12 CURRENT LIABILITIES - CREDITORS</b>		
Employee costs	102,649	68,644
Materials and contracts	639,226	446,698
Capital expenditure	272,826	162,736
	1,014,701	678,078
<i>Significant terms and conditions</i>		
Trade creditors are generally settled within specified trading terms or 30 days whichever is the earlier.		
<i>Net fair value</i>		
The Council considers the carrying amount of trade and other creditors approximate their fair value.		

# CENTRAL COAST COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

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	30.06.2005 (\$)	30.06.2004 (\$)
<b>13 CURRENT LIABILITIES - BORROWINGS</b>		
Secured		
Bank loans	510,789	497,574

## *Significant terms and conditions*

The debenture loans of Council are secured by trust deed and the total loan borrowings are limited to borrowings approved by Treasury. In accordance with section 80 of the Local Government Act 1993 (as amended) the borrowing capacity of Council is limited to:

- . 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.
- . Grants made to a council for specific purposes are to be excluded in calculating 30% of the revenue of the council.

The current annual payments of loans by Council equate to 2.55% of the revenue of the preceding financial year.

## *Net fair value*

The Council considers that the carrying amount of borrowings approximates the net fair value as the majority of Councils loan debt is subject to interest reviews on a bi-annual basis.

## **14 CURRENT LIABILITIES - PROVISIONS**

Employee benefits - Annual Leave	753,568	664,319
Employee benefits - Long Service Leave	688,101	630,133
	1,441,669	1,294,452

## *Significant terms and conditions*

Refer to Employee benefits (Note 1, page 9).

## *Net fair value*

The Council considers that the carrying amount of provisions approximate their net fair value.



# CENTRAL COAST COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT 30 JUNE 2005

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	30.06.2005 (\$)	30.06.2004 (\$)
<b>15 CURRENT LIABILITIES - OTHER</b>		
Prepaid revenue	36,816	13,982
Sundry deposits	265,951	228,491
	<b>302,767</b>	<b>242,473</b>

### *Net Fair Value*

The Council considers that the carrying amount of prepaid revenue and sundry deposits approximates the net fair value.

## **16 NON-CURRENT ASSETS – PROPERTY, PLANT AND EQUIPMENT**

### **LAND**

Council controlled land - at independent valuation	16,054,047	11,737,183
Fair Value	<b>16,054,047</b>	<b>11,737,183</b>

Valuation of land was determined by the Office of the Valuer General. These assets were revalued on 1 July 2004.

### **BUILDINGS**

Buildings - at independent valuation	47,200,908	41,686,406
Less, accumulated depreciation	(19,081,285)	(16,655,050)
Fair value	<b>28,119,623</b>	<b>25,031,356</b>

Valuation of buildings were determined by Johnston Eastaugh Hearps, Property Valuers, Consultants and Town Planners. These assets were revalued on 1 July 2004.

### **ROADS, STREETS AND FOOTPATHS**

Roads, streets & footpaths - at council valuation	141,024,486	117,284,472
Less, accumulated depreciation	(43,575,693)	(37,565,124)
Fair value	<b>97,448,793</b>	<b>79,719,348</b>

Roads, streets and footpaths include substructures, seals and kerbs relating to roads, footpaths and parking areas. Valuations of these assets were determined by the Engineering Services Division of the Council. These assets were revalued on 1 July 2004.

# CENTRAL COAST COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

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	30.06.2005 (\$)	30.06.2004 (\$)
<b>BRIDGES</b>		
Bridges - at council valuation	7,142,034	6,945,621
Less, accumulated depreciation	(2,961,090)	(2,814,370)
Fair value	4,180,944	4,131,251

Valuation of bridge assets was determined by the Engineering Services Division of the Central Coast Council. Bridge assets were revalued on 1 July 2002.

<b>DRAINAGE</b>		
Drainage - at council valuation	18,677,285	18,462,114
Less, accumulated depreciation	(7,040,685)	(6,816,721)
Fair value	11,636,600	11,645,393

Valuation of drainage was determined by the Engineering Services Division of the Central Coast Council. Drainage assets were revalued on 1 July 2001.

<b>FURNITURE AND EQUIPMENT</b>		
Furniture and equipment - at cost	2,290,654	2,167,771
Less, accumulated depreciation	(1,685,702)	(1,627,698)
	604,952	540,073

<b>PLANT AND MACHINERY</b>		
Plant and machinery - at cost	5,998,730	5,814,488
Less, accumulated depreciation	(3,005,610)	(2,706,515)
	2,993,120	3,107,973

<b>RECREATION</b>		
Recreation - at council valuation	8,137,810	7,853,415
Less, accumulated depreciation	(3,416,631)	(3,196,143)
Fair value	4,721,179	4,657,272

Valuations of recreation assets were determined by the Engineering Services Division using current costs. The assets were revalued on 1 July 2001.

# CENTRAL COAST COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

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	30.06.2005 (\$)	30.06.2004 (\$)
<b>WATER SUPPLY</b>		
Water supply - at council valuation	20,962,856	20,863,349
Less, accumulated depreciation	(8,149,404)	(7,889,746)
Fair value	12,813,452	12,973,603

Valuations of water supply assets were determined by the Engineering Services Division of the Council. These assets were revalued on 1 July 2003.

<b>SEWERAGE SERVICE</b>		
Sewerage service - at council valuation	43,543,150	41,613,556
Less, accumulated depreciation	(16,094,767)	(15,490,114)
Fair value	27,448,383	26,123,442

Valuations of sewerage service assets were determined by the Engineering Services Division of the Council. These assets were revalued on 1 July 2003.

<b>ENVIRONMENTAL</b>		
Environmental - at council valuation	957,178	749,951
Less, accumulated depreciation	(379,507)	(336,271)
Fair value	577,671	413,680

Valuations of environmental assets were determined by the Engineering Services Division of the Council. These assets were valued on 1 July 2001.

<b>TOTAL PROPERTY, PLANT AND EQUIPMENT</b>	<b>206,598,764</b>	<b>180,080,574</b>
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**16 Reconciliation of Movements in Assets**

Item	LAND	BUILDINGS	ROADS AND STREETS	BRIDGES	DRAINAGE	FURNITURE AND EQUIPMENT	PLANT AND MACHINERY	RECREATION	WATER	SEWERAGE	ENVIRONMENTAL
Gross value as at 1 July 2004	11,737,183	41,686,406	117,284,472	6,945,621	18,462,114	2,167,771	5,814,488	7,853,415	20,863,349	41,613,556	749,951
Additions/purchase of assets	16,713	1,146,064	2,414,060	240,791	215,171	185,368	699,796	284,395	100,188	1,929,594	207,227
Revaluation movements	4,530,901	4,368,438	21,381,190	0	0	0	0	0	0	0	0
Disposals	-230,750	0	-55,236	-44,378	0	-62,485	-515,554	0	-681	0	0
Gross value as at 30 June 2005	16,054,047	47,200,908	141,024,486	7,142,034	18,677,285	2,290,654	5,998,730	8,137,810	20,962,856	43,543,150	957,178
Accumulated depreciation as at 1 July 2004	0	16,655,050	37,565,124	2,814,370	6,816,721	1,627,698	2,706,515	3,196,143	7,889,746	15,490,114	336,271
Revaluation movements	0	1,769,446	3,430,421	0	0	0	0	0	0	0	0
Disposals	0	0	-30,415	-38,248	0	-62,485	-178,323	0	-218	0	0
Depreciation	0	656,789	2,610,563	184,968	223,964	120,489	477,418	220,488	259,876	604,653	43,236
Accumulated Depreciation as at 30 June 2005	0	19,081,285	43,575,693	2,961,090	7,040,685	1,685,702	3,005,610	3,416,631	8,149,404	16,094,767	379,507
Net book value as at 30 June 2004	11,737,183	25,031,356	79,719,348	4,131,251	11,645,393	540,073	3,107,973	4,657,272	12,973,603	26,123,442	413,680
Net book value as at 30 June 2005	16,054,047	28,119,623	97,448,793	4,180,944	11,636,600	604,952	2,993,120	4,721,179	12,813,452	27,448,383	577,671

**CENTRAL COAST COUNCIL**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**30 JUNE 2004**

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	30.06.2005 (\$)	30.06.2004 (\$)
<b>17 NON-CURRENT ASSETS - RECEIVABLES</b>		
Rate receivable	0	0
Loans and advances	478,801	525,049
	<b>478,801</b>	<b>525,049</b>

These include loans and advances to sporting clubs and other community groups, and loans made under private street schemes.

Refer to note 9 for details on significant terms and conditions, credit risk and net fair value.

**18 NON-CURRENT ASSETS - OTHER**

Prepaid expense	0	44,075
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**19 NON-CURRENT LIABILITIES - BORROWINGS**

Secured		
Bank loans	627,622	1,165,288
	<b>627,622</b>	<b>1,165,288</b>

Refer to note 13 for details on significant terms and conditions and net fair value.

**20 NON-CURRENT LIABILITIES - PROVISIONS**

Employee benefits - Long Service Leave	666,885	568,592
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*Significant terms and conditions*

Refer to Employee benefits (Note 1, page 9).

*Net fair value*

The Council considers that the carrying amount of provisions approximate their net fair value.

Current employee benefits (note 14)	1,441,669	1,294,452
Non-current employee benefits (note 20)	666,885	568,592
Total employee benefits	<b>2,108,554</b>	<b>1,863,044</b>

# CENTRAL COAST COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

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	30.06.2005 (\$)	30.06.2004 (\$)
<b>21 RESERVES</b>		
Composition		
Asset revaluation reserve account	66,549,749	41,180,952
Asset replacement account	3,224,790	2,943,448
Sewerage and water account	905,259	902,020
Fire services account	4,726	(2,113)
Garbage collection account	27,759	36,446
Special projects account	2,003,455	1,774,515
	72,715,738	46,835,268

## 22 COMMITMENTS FOR EXPENDITURE

Capital expenditure contracted for at the reporting date but not recognised in the financial report as liabilities:

. less than 12 months	716,985	836,271
. 12 months – 5 years	0	0
. greater than 5 years	0	0

## 23 SUPERANNUATION

The Central Coast Council contributes superannuation contributions for some of its employees to the Quadrant Superannuation Scheme ('the Scheme'), formerly known as the Municipal Employees Assurance Scheme, which has both a defined benefit and an accumulation section. The Council contributes various percentages of employees' gross income to the Scheme. As such, assets accumulate in the Scheme to meet members' benefits as they accrue. If the assets of the Scheme were insufficient to satisfy benefits payable to its beneficiaries, the Council would be required to meet its share of the deficiency.

The last actuarial review of the Scheme was undertaken by Bendzulla Actuarial Pty Ltd as at 30 June 2002. The review disclosed that the net market value of assets available for funding the members' benefits was \$154,342,786, the value of total accrued benefits was \$139,644,981, the surplus was \$14,697,805 and the value of total vested benefits was \$135,255,565. The above figures relate to all members of the Scheme as at the valuation date and have not been recorded in these accounts.

In the opinion of the Actuary, the Scheme is adequately funded in that assets are sufficient to cover the vested benefits for all members at the review date and the actuarial value of accrued past service benefits.

# CENTRAL COAST COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

30 JUNE 2005

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30.06.2005  
(\$)

30.06.2004  
(\$)

### 23 SUPERANNUATION (CONT'D)

The amount of contributions paid by the Council during the reporting period was \$657,534.

Council also contributes to Tasplan for its employees, however Tasplan is not a defined benefits superannuation plan and therefore Council is not responsible for any deficiencies that may occur. The amount of contributions paid by the Council during the reporting period was \$45,670.

### 24 INVESTMENTS IN ASSOCIATES

Central Coast Council has investment in the following associate:

#### DULVERTON REGIONAL LANDFILL

Central Coast Council has a 36.82% interest in the assets, liabilities and output of the operation of a regional landfill site at Dulverton. The Devonport City, Latrobe and Kentish Council's are also involved.

The Council's share of the net assets at 30 June 2004 was as follows:

Retained profits	(150,709)
Reserves	388,655
	237,946

The initial investment to Dulverton Regional Landfill was \$385,202, which is being treated as a non-current loan.

#### CRADLE COAST WATER

The Council is a partner in this Joint Authority under the Local Government Act entitled Cradle Coast Water. Other partners in this Joint Authority are Circular Head, Devonport, Kentish, Latrobe and Waratah Wynyard. The Council's investment in the Authority of \$10,895,636 has been calculated by reference to the Authority's equity at 30 June 2004. The share of equity for Central Coast was 26.409%. The Council's investment in the Authority was increased by \$288,136 during the current year.

# CENTRAL COAST COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

	30.06.2005 (\$)	30.06.2004 (\$)
<b>25 RECONCILIATION OF INCREASE IN NET ASSETS RESULTING FROM OPERATIONS TO NET CASH INFLOW FROM OPERATING ACTIVITIES</b>		
Increase(Decrease) in net assets resulting from operations	220,977	1,558,458
Items not involving cash		
. Depreciation and amortisation expense	5,402,444	5,064,509
. Employee provisions	245,510	78,615
	5,868,931	6,701,582
Investing activity		
Net (profit)loss on disposal of assets	107,408	(4,399)
Change in operating assets and liabilities		
. (Increase) decrease in receivables	112,537	430,074
. (Increase) decrease in investments		0
. (Increase) decrease in inventories	6,281	(12,286)
. (Increase) decrease in prepaid expenses	(79,171)	(937)
. (Increase) decrease in accrued revenue	(129,544)	110,321
. Increase (decrease) in creditors	336,623	(292,738)
. Increase (decrease) in prepaid revenue	60,294	72,227
	307,020	306,661
Net cash inflow from operating activities	6,283,359	7,003,844

The Council has credit cards to the value of \$25,000. This account is cleared on a monthly basis.



# CENTRAL COAST COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

30 JUNE 2005

### 26 INTEREST RATE RISK

The Council's exposure to interest rate risk, repricing maturities and the effective interest rates on financial instruments at balance date are:

	*WAEIR		FLOATING INTEREST RATE \$	1 YEAR OR LESS \$	1 TO 5 YEARS \$	OVER 5 YEARS \$	NON INTEREST BEARING \$	TOTAL \$
	2005	2004						
<b>Assets</b>								
Cash			268,163					268,163
Investments	5.66%	5.40%		8,363,017				8,363,017
Receivables							45,615	45,615
. Rates and charges							1,115,484	1,115,484
. Other (include. advances)							193,283	193,283
Revenue accrual								
<b>Total Financial Assets 2005</b>			<b>268,163</b>	<b>8,363,017</b>			<b>1,354,382</b>	<b>9,985,562</b>
<b>Total Financial Assets 2004</b>			<b>828,021</b>	<b>8,418,772</b>			<b>1,337,375</b>	<b>10,584,168</b>
<b>Liabilities</b>								
Creditors								
. Employee costs							102,649	102,649
. Materials and contract							639,226	639,226
. Capital expenditure							272,826	272,826
Prepaid revenue/deposits							302,767	302,767
Borrowings	5.99%	6.03%		510,789	562,415	65,207		1,138,411
<b>Total Financial Liabilities 2005</b>				<b>510,789</b>	<b>562,415</b>	<b>65,207</b>	<b>1,317,468</b>	<b>2,455,879</b>
<b>Total Financial Liabilities 2004</b>				<b>497,574</b>	<b>1,039,305</b>	<b>125,983</b>	<b>920,551</b>	<b>2,583,413</b>
<b>Net Financial Assets (Liabilities) 2005</b>			<b>268,163</b>	<b>7,852,228</b>	<b>(562,415)</b>	<b>(65,207)</b>	<b>36,914</b>	<b>7,529,683</b>
<b>Net Financial Assets (Liabilities) 2004</b>			<b>828,021</b>	<b>7,921,198</b>	<b>(1,039,305)</b>	<b>(125,983)</b>	<b>416,824</b>	<b>8,000,755</b>

\*WAEIR - Weighted Average Effective Interest Rate

# CENTRAL COAST COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

30.06.2005  
(\$)

30.06.2004  
(\$)

## 27 SIGNIFICANT BUSINESS ACTIVITIES

The operating capital and competitive neutrality costs in respect of the Council's significant business activities are:

	ROADS, STREETS AND BRIDGES \$		SEWERAGE \$		WATER \$	
	2005	2004	2005	2004	2005	2004
<b>Revenue</b>						
Rates	1,750,589	1,643,324	1,593,554	1,561,514	2,112,251	2,022,704
Other	2,027,038	2,141,459	743,950	978,901	1,129,861	959,409
<b>Total Revenue</b>	<b>3,777,627</b>	<b>3,784,783</b>	<b>2,337,504</b>	<b>2,540,415</b>	<b>3,242,112</b>	<b>2,982,113</b>
<b>Expenses</b>						
<i>Direct</i>						
Employee Costs	728,781	719,417	580,407	527,334	137,236	160,319
Materials and Contracts	743,549	679,589	563,574	439,559	2,408,043	2,338,246
Interest	3	51	45,708	67,674	1,413	3,096
<i>Indirect</i>						
Engineering and Administration	137,153	149,181	210,581	228,807	241,746	231,114
<b>Total Expenses</b>	<b>1,609,486</b>	<b>1,548,238</b>	<b>1,400,270</b>	<b>1,263,374</b>	<b>2,788,438</b>	<b>2,732,775</b>
<b>Capital Costs</b>						
Depreciation	3,008,612	2,765,456	645,999	665,656	289,745	296,240
Opportunity Cost of Capital	8,723,197	7,959,949	2,604,236	2,259,625	2,288,198	2,069,199
<b>Total Capital Costs</b>	<b>11,731,809</b>	<b>10,725,405</b>	<b>3,250,235</b>	<b>2,925,281</b>	<b>2,577,943</b>	<b>2,365,439</b>
<b>Competitive Neutrality Costs</b>	<b>44,529</b>	<b>44,087</b>	<b>101,680</b>	<b>198,421</b>	<b>55,050</b>	<b>8,030</b>

## 28 RELATED PARTY DISCLOSURE

### *Allowances and reimbursements*

Councillors allowances and reimbursements 195,249 183,017

**CENTRAL COAST COUNCIL**  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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**28 RELATED PARTY DISCLOSURE (CONT'D)**

*Register of Interest*

Interests of Councillors notified to the General Manager in respect of any body or organisation with which the Council has major financial dealings are detailed below.

<i>Councillor</i>	<i>Interest</i>
Cr R. Cooper	No interest declared
Cr M. Downie	No interest declared
Cr D. Dry	No interest declared
Cr J. Edwards	No interest declared
Cr K. Haines	No interest declared
Cr J. Deacon	No interest declared
Cr T. McKenna	No interest declared
Cr B. Robertson	No interest declared
Cr B. Marshall	No interest declared
Cr W. Barker	No interest declared
Cr A. Vanderfeen	No interest declared
Cr L. Bonde	No interest declared

# CENTRAL COAST COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
30 JUNE 2005

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The financial report set out on pages 1 to 30 presents fairly the financial position of the Central Coast Council as at 30 June 2005, the results of its operations for the year then ended and the cash flow of the Council, in accordance with Statements of Accounting Concepts and applicable Australian Accounting Standards.

Katherine Schaefer  
General Manager

3 August 2005



# **Tasmanian Audit Office**

## **INDEPENDENT AUDIT REPORT**

### **To the Councillors of the Central Coast Council**

Financial Report for the year Ended 30 June 2005

### **Matters Relating to the Electronic Presentation of the Audited Financial Statements**

The audit report relates to the financial statements published in both the annual report and the website of the Central Coast Council for the year ended 30 June 2005. The Council's General Manager is responsible for the integrity of both the annual report and the website.

The audit report refers only to the financial statements and notes named below. It does not provide an opinion on any other information which may have been hyperlinked to/from the audited financial statements.

If users of this report are concerned with the inherent risks arising from electronic data communications they are advised to refer to the hardcopy of the audited financial statements in the Council's annual report.

### **Scope**

#### *The financial report and the General Manager's responsibility*

The financial report comprises the statement of financial position, statement of financial performance, statement of cash flows, statement of changes in equity, accompanying notes to the financial statements, and the General Manager's declaration for the year ended 30 June 2005.

The General Manager is responsible for the preparation and true and fair presentation of the financial report in accordance with Section 84 of the *Local Government Act 1993*. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

#### *Audit approach*

I conducted an independent audit in order to express an opinion to the Councillors. My audit was conducted in accordance with Australian Auditing Standards in order to provide reasonable assurance as to whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgment, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

I performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with the *Local Government Act 1993*, Accounting Standards and other mandatory financial reporting requirements in



## **Tasmanian Audit Office**

Australia, a view which is consistent with my understanding of the Council's financial position, and of its performance as represented by the results of its operations and cash flows.

I formed my audit opinion on the basis of these procedures, which included:

- Examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report, and
- Assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the General Manager.

While I considered the effectiveness of management's internal controls over financial reporting when determining the nature and extent of my procedures, my audit was not designed to provide assurance on internal controls.

The Audit Opinion expressed in this report has been formed on the above basis.

### **Independence**

In conducting my audit, I have met applicable independence requirements of Australian professional ethical pronouncements.

### **Audit Opinion**

In my opinion the financial report presents fairly, in accordance with the *Local Government Act 1993* and applicable Accounting Standards and other mandatory financial reporting requirements in Australia, the financial position of the Central Coast Council as at 30 June 2005, and the results of its operations and its cash flows for the year then ended.

### **TASMANIAN AUDIT OFFICE**

D W R Baulch  
Deputy Auditor-General  
**Delegate of the AUDITOR-GENERAL**

**HOBART**  
10 August 2005

CENTRAL COAST COUNCIL

# State of Environmental and Public Health Report

For the period 1 July 2004 to 30 June 2005

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# Introduction

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The corporate structure and principal functional activities of the Council are detailed in the Annual Report for the year ended 30 June 2005 pursuant to Section 72 of the Local Government Act 1993.

The Council's Planning & Environment Department is a multi-disciplinary unit comprising building and plumbing control, environmental health, environmental management, and land use planning.

This report is intended to provide a detailed summary of the Council's activities and performance in the disciplines of environmental health and environmental management.

Although the disciplines of environmental health and environmental management are interrelated, the functional activities of these disciplines have been separated for organisational purposes.

This enables each officer responsible for these activities to focus on their dedicated area of responsibility.

To ensure the disciplines are integrated, an 'Environmental Health and Environmental Management Plan' has been developed, and is implemented by way of an 'Annual Program'.

This Plan identifies the different roles of environmental health and environmental management and the goals, objectives and activities for each of the identified functional activities.

Most work in these areas is categorised as:

- reactive (i.e. work that results from enquiries, complaints, applications and the like); and
- programmable (i.e. recurring work that can be identified in advance, such as food premises audits or water sampling); and
- administrative (e.g. report writing, data entry and the like).

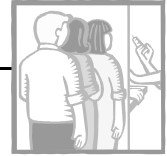
The 'Annual Program' is designed to ensure that programmable and administrative work identified in the 'Environmental Health and Environmental Management Plan' is completed over the full 12 month reporting period.

Approximately 70% of environmental health work and 60% of environmental management work falls into the programmable and administrative categories.

This allows 30% and 40% of available time (respectively) to be allocated to the reactive components of these activities.

This report has been prepared by the Environmental Officer (Mr Michael Stretton) and the Director Planning & Environment (Mr Jeff McNamara).

# Immunisation



## **Target:**

To implement an immunisation program for the municipal area.

## **Desired outcome:**

To provide each person in the municipal area an opportunity to attain vaccination status consistent with the recommendations of the National Health and Medical Research Council, and to maintain records of all vaccinations given at Council clinics.

## **Strategy:**

- Provide annual immunisation clinics for schools;
- Provide monthly immunisation clinics at a convenient centre; and
- Provide the Australian Childhood Immunisation Register with timely reports of all vaccinations of children born from 2000 onwards.

## **Performance:**

The Council operated school clinics for School Entry Booster (Diphtheria/Tetanus/aPertussis, Measles/Mumps/Rubella, and Poliomyelitis), Year 6 (Hepatitis B) vaccinations, and Year 10 dTpa (Diphtheria/Tetanus/Pertussis).

The Council also operates clinics on the third Wednesday of every month in Ulverstone and the last Tuesday of every month (except December) in Penguin.

During the previous financial year a total of 12 reports were sent to the Australian Childhood Immunisation Register. The reports included all vaccinations given at Council clinics to children born from 2000 onwards.

The number of vaccinations administered and the location of clinics are shown in Table 1.

**Table 1: Immunisation clinics**

### **Monthly Clinics**

LOCATION	TYPE OF VACCINATION								
	DTPa	Comvax	SABIN	MMR	Meningococcal C	Prevenar	ADT	Boostrix	HEP B
Ulverstone	35	27	35	12	39	17	3	6	10
Penguin	5	4	5	7	8	2	0	6	7
<i>Total - Monthly Clinics</i>	<b>40</b>	<b>31</b>	<b>40</b>	<b>19</b>	<b>47</b>	<b>19</b>	<b>3</b>	<b>12</b>	<b>17</b>

**School Clinics**

<b>SCHOOL</b>	<b>TYPE OF VACCINATION</b>				
	<b>DTPa (Tripacel)</b>	<b>MMR</b>	<b>Sabin</b>	<b>dTpa (Boostrix)</b>	<b>Hep B (adult dose)</b>
East Ulverstone Primary	0	0	0		60
Forth Primary	0	0	0		33
Leighland Christian	0	0	0	27	37
North West Christian	0	0	0	5	15
Penguin Primary	3	3	3		86
Riana Primary	0	0	0		34
Sacred Heart Primary	0	0	0		65
Sprent Primary	0	0	0		25
Ulverstone Primary	12	12	12		117
West Ulverstone Primary	0	0	0		42
Ulverstone High				109	
Penguin High				44	
<i>Total for School Clinics</i>	<b>15</b>	<b>15</b>	<b>15</b>	<b>185</b>	<b>514</b>

During the 2004/2005 financial year the total number of vaccinations administered was 972.

# Infectious diseases



## ■ Notification of notifiable diseases

### **Target:**

Investigate all notified cases of infectious diseases.

### **Desired outcome:**

That the Department of Health and Human Services receives necessary information relating to cases of notifiable diseases in a timely manner.

### **Strategy:**

To respond to notifications of notifiable diseases by conducting investigations, taking samples as required and reporting to the Director of Public Health in a timely manner.

### **Performance:**

The number of notifiable diseases reported and investigated is shown in Table 2.

**Table 2: Notifiable diseases**

Diseases	No. Reported	No. Investigated
Salmonellosis	3	3
Campylobacteriosis	2	2
Cryptosporidiosis	1	1
Giardiasis	2	2

## ■ Public Health Risk Activities (skin penetration premises)

### **Target:**

- To register all skin penetration premises within the municipal area in order to ensure that those premises comply with relevant guidelines;
- To licence all persons who carry out the public health risk activity of skin penetration including acupuncture; and
- To assess the operation of those premises and the carrying out of those activities for compliance with the relevant guidelines.

### **Desired outcome:**

That there are adequate systems in place to prevent the risk of cross contamination in premises used for skin penetration.

### **Strategy:**

- To ensure that all skin penetration premises are registered;

- To ensure that all persons who carry out the public health risk activity of skin penetration including acupuncture are licensed; and
- To conduct biannual audits of the operational procedures of all registered skin penetration premises.

***Performance:***

There were seven skin penetration premises requiring registration in the reporting period and three premises were registered. Due to the extended absence of the Environmental Health Officer, four premises have not been audited.

■ **Regulated systems for air (cooling towers)**

***Target:***

Compliance with statutory requirements. Conduct biannual audits of all registrable cooling towers and record details.

***Desired outcome:***

To minimise the risk to human health from regulated systems by ensuring that those systems are operated and maintained in accordance with relevant guidelines and standards.

***Strategy:***

- Conduct audits of serviceable cooling towers every six months;
- To maintain up to date records of those cooling towers including:
  - their location;
  - type of cooling system;
  - details of their annual operation;
  - persons responsible for their operation and maintenance; and
  - contact name of person responsible for the facility; and
- To provide a copy of those records to the Department of Health and Human Services in a timely manner.

***Performance:***

There are two cooling tower operators in the municipal area. Simplot Australia, who operates a total of eight cooling towers and Botanical Resources Australia, who operate two cooling towers.

During the 2004/2005 financial year no cases of Legionella were reported.

***The general standard of cooling towers:***

According to both Botanical Resources Australia and Simplot Australia all cooling towers operated by them are maintained in accordance with AS/NZS 3666 (Set) *Air-handling and water systems of buildings - Microbial control* standards.

## ■ Mosquito vector control

### ***Target:***

To monitor mosquito vector presence at locations identified as breeding or staging grounds within the municipal area.

### ***Strategy:***

To monitor mosquito larvae presence as required.

### ***Performance:***

Monitoring was carried out as required for the reporting period.

### ***Discussion:***

There were no incidents requiring investigation for the reporting period.

# Food surveillance

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## ■ Registered Food Premises

### **Target:**

- Compliance with statutory requirements, conduct risk based assessments and audits of all food premises.
- Conduct food sampling in accordance with the requirements of the Department of Health and Human Services.

### **Desired outcome:**

Food that is safe for human consumption.

### **Strategy:**

Conduct food premises audits at a frequency determined by risk assessment and respond to complaints and take corrective action where necessary.

### **Commentary:**

Food surveillance includes both proactive and reactive work.

Proactive work includes food premises audits and onsite/offsite food handler education. Reactive work includes responding to food complaints by investigations and corrective action where necessary.

The audit frequency is determined by a priority (risk) classification assessment in accordance with Department of Health and Human Services' discussion paper on 'Requirements for Local Government Food Premises Audits' (1 August 1996). The aim of these audits is to identify risks to the safety of food from handling and operator proficiency and to detect and regulate any statutory non-compliance.

Food premises are categorised and subjected to a risk assessment. The risk is determined by the potential hazards arising from:

- the type of food;
- the method of processing;
- the number of consumers at risk; and
- confidence in the operation.

The frequency of food premises audits varies from once a year to once a month depending on the risk assessment, category and classification.

### **Performance:**

During the 2004/2005 financial year there were 128 registerable food premises within the municipal area. Due to the extended absence of the Environmental Health Officer, only 81 of these premises were registered within the reporting period. The Council will engage a part time Environmental Health Officer to finalise the remaining registrations.

***The general standard of the food premises:***

Due to the extended absence of the Environmental Health Officer, comment on this aspect is not available.

***The general standard of the food hygiene:***

Due to the extended absence of the Environmental Health Officer, comment on this aspect is not available.

***Food sampling:***

Due to the extended absence of the Environmental Health Officer, comment on this aspect is not available.

**Table 3: Food premises**

Type of Premises	No.
Bakehouse	7
Café	7
Canteen	15
Combined Facility	2
Community Organisation	4
Food Shop	18
Guesthouse	9
Manufacturer or Processor	3
Mobile Food Business	6
Nursing Home	4
Restaurant	27
Retail Meat Premises	4
Take Away Food Store	22
Total	128

## ■ Temporary food premises

***Target:***

Conduct risk based assessments and audits of all temporary food premises.

***Desired outcome:***

Food that is safe for human consumption.

***Strategy:***

Conduct food premises audits at a frequency determined by risk assessment and respond to complaints and take corrective action where necessary.

***Commentary:***

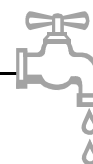
Due to the extended absence of the Environmental Health Officer, comment on this aspect is not available.

***Performance:***

Due to the extended absence of the Environmental Health Officer, comment on this aspect is not available.



# Water quality



## ■ Treated drinking water

### *Target:*

Maintain an appropriate potable standard of treated drinking water supply to consumers consistent with the requirements of the Australian Drinking Water Guidelines.

### *Strategy:*

To monitor the quality of drinking water in the Council's reticulation system on a regular basis sufficient to indicate the quality of the water.

### *Commentary:*

Cradle Coast Water supplies treated drinking water to the Council's reticulated area. The Authority is responsible for the treatment of that water. Under the Public Health Act, 1997, Guidelines for Water Quality, the Council is required to monitor that water in accordance with the NH&MRC Australian Drinking Water Guidelines (1996).

In accordance with the recommendations of the Guidelines the Council monitors the reticulated water on a weekly basis (resource permitting). Analysis is carried out by a laboratory accredited by the National Association of Testing Authorities.

Where a drinking water sample analysis reveals that a sample does not meet the requirements of the Guidelines the testing laboratory is required to notify the Director of Public Health within one working day. The council sampling the water must take a second sample and submit that for analysis and, depending on the results of that analysis, a course of action is decided.

Table 4 is a list of the sites where drinking water samples are taken.

**Table 4: Drinking water sites monitored**

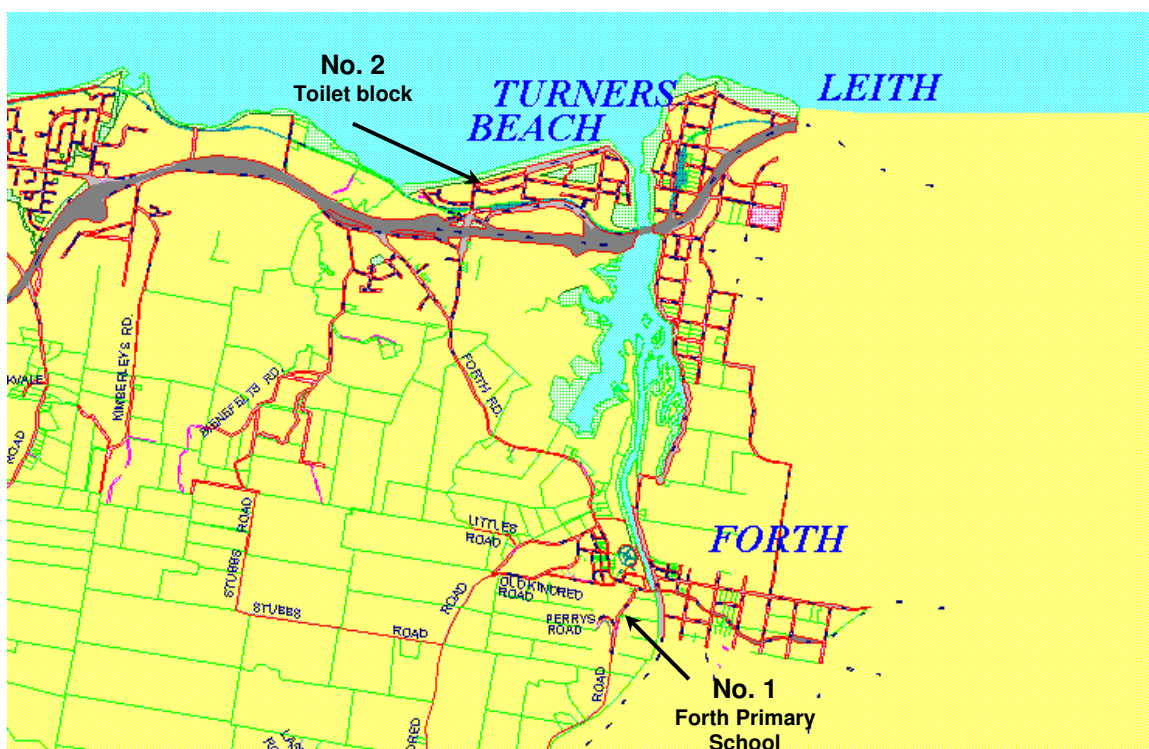
Site	Site No.	Map No.
Forth Primary School, Wilmot Road, Forth	1	2
Public Toilets, Esplanade, Turners Beach	2	2
Ulverstone Swimming Pool, Leighlands Avenue, Ulverstone	3	1
CCC Admin Centre, 19 King Edward Street, Ulverstone	4	1
Ulverstone Recreation Centre, Flora Street, Ulverstone	5	1
Olivers Road Reservoir, Upper Maud Street, Ulverstone	6	1
Reservoir, Upper Maud Street, Ulverstone	7	1
Heazlewoods Hill Reservoir, Trevor Street, Ulverstone	8	1
Fire Station, River Avenue, Heybridge	9	3
Penguin Surf Club, Bass Highway, Preservation Bay	10	3
18 Ashwater Crescent, Penguin	11	3
Offices, 19 Ironcliffe Road, Penguin	12	3
North West Christian School, Ling Street, Penguin	13	3

Maps 1 to 3 illustrate where treated drinking water quality monitoring takes place within the Central Coast municipal area.

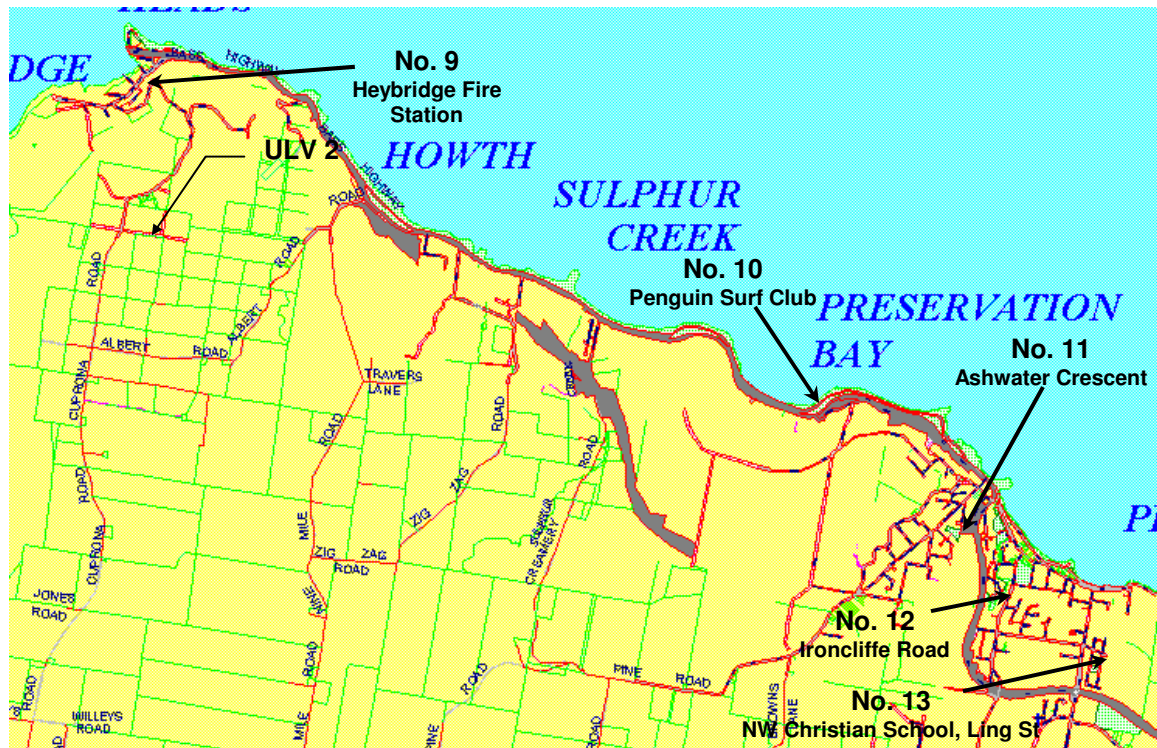
**Map 1: Ulverstone**



**Map 2: Turners Beach**



Map 3: Penguin



### Performance:

Table 5 shows results of water sampling at each site.

The Council's monitoring program found that the drinking water quality complied with the NH&MRC Water Quality Guidelines (1996) in terms of microbiological quality. However, as a result of resource shortages throughout the period, the monitoring program failed to comply with the Guideline requirements for the number of water samples to be collected.

While the test results indicate reasonable compliance with the prescribed standards and procedures for treated drinking water for those parameters tested, it is beyond the financial resources of the Council to test for the full range of organic and inorganic chemical parameters listed in the source reference.

**Table 5: Drinking water sample results**

SITE	PARAMETERS				
	RESERVOIR	No. of Samples * (Standard = 52/year)	Median Total Coliforms/ 100 mL * (Standard = 95% <1/100 mL)	Median Faecal and E.Coli/100 mL * (Standard = 98% <1/100 mL)	Median Free Chlorine (mg/L) (Standard = presence)
Forth Primary School, Wilmot Rd, Forth	Turners Beach	25	<1	<1	Information not available
Public toilets, Esplanade, Turners Beach	Turners Beach	25	<1	<1	Information not available
Swimming Pool, Leighlands Ave, Ulverstone	Kimberleys Rd	25	<1	<1	Information not available
CCC Admin. Centre, King Edward St, Ulverstone	Hearps Rd, Amy St, Von Bibras Rd, Kimberleys Rd	25	<1	<1	Information not available
Recreation Centre, Flora St, Ulverstone	(As above)	24	<1	<1	Information not available
Upper Maud St, Ulverstone	Olivers Road	25	<1	<1	Information not available
Reservoir, Upper Maud St, Ulverstone	Upper Maud Street	25	<1	<1	Information not available
Trevor St, Ulverstone	Heazlewoods Hill	25	<1	<1	Information not available
Fire Station, River Ave, Heybridge	Heybridge	25	<1	<1	Information not available
Surf Club, Bass Highway, Preservation Bay	Murfetts	25	<1	<1	Information not available
18 Ashwater Cr, Penguin	Browns Lane	25	<1	<1	Information not available
Offices 19 Ironcliffe Rd, Penguin	Mission Hill	25	<1	<1	Information not available
NW Christian School, Ling St, Penguin	Spur Hill	25	<1	<1	Information not available
Total		324/year			

\* Source: National Health and Medical Research Council & Agricultural and Resource Management Council of Australia and New Zealand (1996), *Australian Drinking Water Guidelines*.



## ■ Recreational and environmental water quality

### **Target:**

To monitor water bodies throughout the Central Coast municipal area in order to make informed decisions regarding the appropriate use of those water bodies.

### **Desired outcome:**

Water bodies that are safe for their respective uses.

### **Strategy:**

- Carry out monitoring of recreational waters;
- Carry out environmental, groundwater and other water sampling on a risk assessment basis; and
- Provide advice to the community on water quality issues.

### **The sampling program:**

#### **Recreational waters -**

*Recreational Use of Waterbodies – See Table 6*  
*Type of Sampling Conducted – faecal coliforms/100mL*  
*Sampling Frequency – monthly (October to April)*  
*Locations – See attached maps 4-6*

Recreational water bodies are sampled during the main bathing season. Analysis of samples are undertaken in-house at the Council's own laboratory. For quality control purposes every three months two sets of samples are taken and one is couriered to a NATA registered laboratory for comparison and confirmation with the Council's results.

The results are compared with the appropriate standard in the Australian and New Zealand Guidelines for Fresh and Marine Water Quality (2000). If a recreational water body is found to continually exceed the guidelines, signs are placed to advise the public not to swim in that location.

Table 6 is a list of the sites where samples are taken and the type of water-related recreation that occurs at each site.

**Table 6: Recreational sites monitored and uses**

Site	Site no.	Recreational purpose
Blythe River - mouth	PEN 1	fishing, boating
Preservation Bay - Surf Club	PEN 2	swimming, surfing
Johnsons Beach - caravan park	PEN 3	swimming
Main Beach - Penguin	PEN 4	swimming, surfing
Lobster Creek Reserve	ULV 1	swimming, water sports
West Beach - opposite shop	ULV 2	swimming
Picnic Point Beach	ULV 3	swimming
Tobruk Park	ULV 4	skiing, fishing
Main Beach - Surf Club	ULV 5	swimming, surfing
Buttons Creek - mouth	ULV 6	historically this site was used for swimming
Victoria Park - Gunns Plains	ULV 7	swimming, fishing
West Turners Beach	ULV 8	swimming
Gables Park - Turners Beach	ULV 9	boating, swimming
Canoe Course - Forth River	ULV 10	kayaking, rafting, swimming

#### **Environmental waters -**

*General Use of Waterbodies* – See Table 7  
*Type of Sampling Conducted* – faecal coliforms/100mL  
*Sampling Frequency* – as required  
*Locations* – See attached maps 4-6

Monitoring of waterways for environmental purposes is undertaken where it is suspected an indirect pollution source (i.e. septic tanks, livestock, etc) has the potential to impact on a waterway. This information is used to identify problem areas and as a tool for decision-making.

Other creeks and rivulets are generally sampled only when the quality of that water is compromised, for example after a sewage spill. Samples are taken both upstream and downstream of the pollutant source to determine the level of bacteriological contamination.

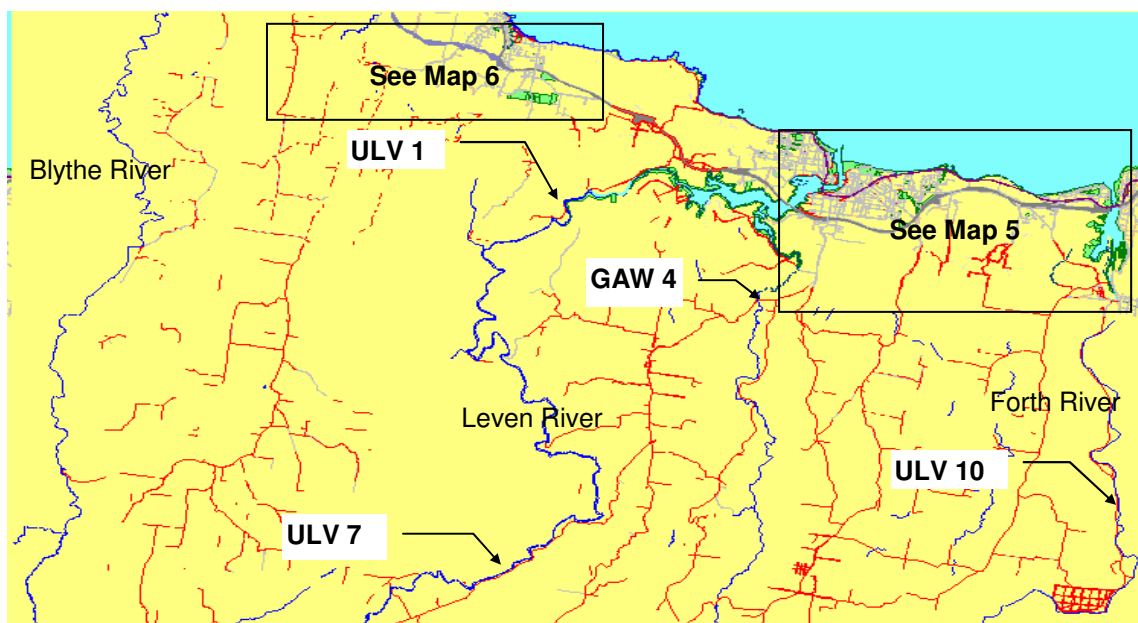
Results from environmental water sites are also compared against the relevant guidelines in the Australian and New Zealand Guidelines for Fresh and Marine Water Quality (2000). Table 7 is a list of the most frequently monitored environmental waters.

**Table 7: Environmental sites monitored**

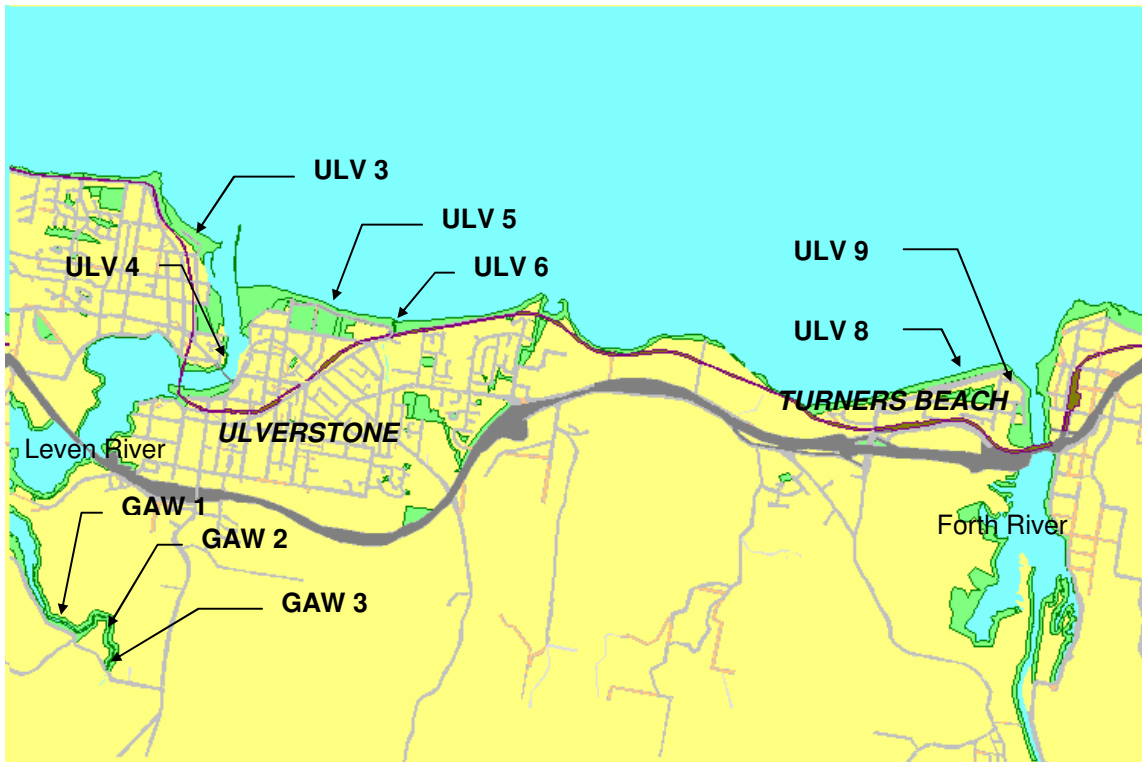
Site	Site no.	Reason for sampling
Myrtle Creek - Dial Road, Penguin	PEN 5	environmental, large number of septic tanks in area
Hiscutt Park, Penguin	PEN 6	environmental, aesthetics
Gawler River - estuary	GAW 1	environmental, large number of septic tanks in area
West Gawler bridge	GAW 2	environmental, large number of septic tanks in area
Seepage drain - West Gawler	GAW 3	environmental, large number of septic tanks in area
Gawler River - Preston Road	GAW 4	environmental, large number of septic tanks in area

Maps 4 to 6 illustrate where recreational and environmental water quality monitoring takes place within the Central Coast municipal area.

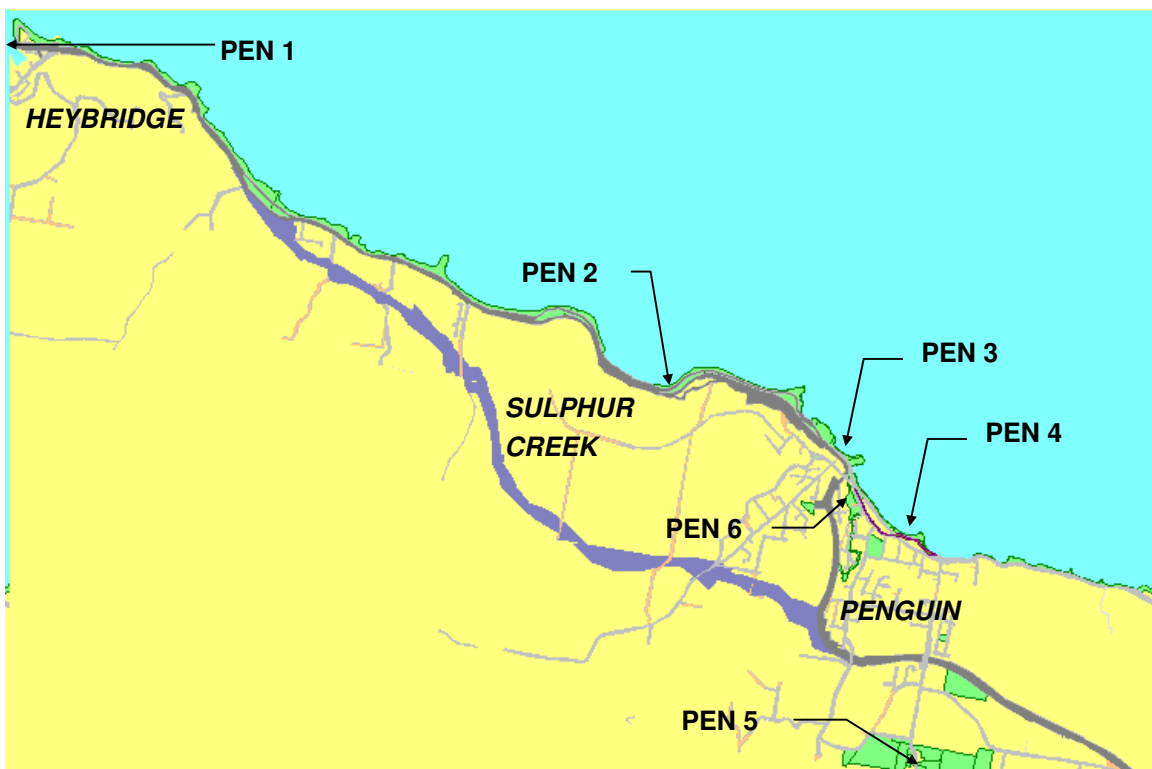
**Map 4: Central Coast municipal area**



Map 5: Ulverstone Insert



Map 6: Penguin Insert



**Performance:**

Table 8 is a summary of the recreational water quality monitoring results for the period ending 30 June 2005:

**Table 8: Summary of Recreational Water Quality Results for 2004/2005**

SITE		PARAMETERS	
		No. of samples taken in bathing season *(Standard = 30 samples per site)	Median Faecal and E.Coli/100mL *(Standard < 150/100mL)
Blythe River - mouth	PEN 1	6	32
Preservation Bay - Surf club	PEN 2	6	<1
Johnsons Beach - Caravan park	PEN 3	6	<1
Main Beach - Penguin	PEN 4	6	<1
Lobster Creek Reserve	ULV 1	6	38
West Beach - opposite shop	ULV 2	6	<1
Picnic Point Beach	ULV 3	6	4.5
Tobruk Park	ULV 4	6	16
Main Beach -Surf club	ULV 5	6	1
Buttons Creek - mouth	ULV 6	6	112
Victoria Park - Gunns Plains	ULV 7	6	55
West Turners Beach	ULV 8	6	<1
Gables Park Turners Beach	ULV 9	6	5.5
Canoe Course - Forth River	ULV 10	6	2

\* Source: Australian and New Zealand Environment and Conservation Council (1992), *Australian Water Quality Guidelines for Fresh and Marine Waters*, Canberra.

EXPLANATORY COMMENT - Sampling frequency is less than the prescribed standard. This is due to limited resources. In any case, the levels of bacterial contamination at all recreational sites meet the prescribed standards. Even though Buttons Creek met the prescribed standard, warning signs advising against recreational use remain at the site due to historically high levels of bacterial contamination. The bacteria listed are the only parameters\* tested for due to limited financial resources. However, it would be reasonable to use these as indicator organisms in deciding the suitability of these waters for recreational use.

\* Protozoans, pH, Temperature, Plant nutrients, Flows, Dangerous objects, Clarity, Toxicity, Aesthetics, Biologically harmful organisms are not monitored.

Table 9 is a summary of the environmental water quality monitoring results for the period ending 30 June 2005:

**Table 9: Summary of Environmental Water Quality Results for 2004/2005**

SITE		PARAMETERS	
		No. of samples taken	Median Faecal Coliforms/100mL
Myrtle Creek - Dial Road, Penguin	PEN 5	2	180
Hiscutt Park, Penguin	PEN 6	3	400
Gawler River - estuary	GAW 1	-	-
West Gawler bridge	GAW 2	4	57
Seepage Drain - West Gawler	GAW 3	1	210
Gawler River - Preston Road	GAW 4	4	30

EXPLANATORY COMMENT - The parameters tested for are considered reasonable as indicator organisms in deciding the suitability of these waters for their particular uses.



***Discussion:***

In recreational waters used for primary contact, the Australian and New Zealand Guidelines for Fresh and Marine Water Quality (2000) recommend that the median bacterial content taken over the bathing season should not exceed 150 faecal coliforms/100mL.

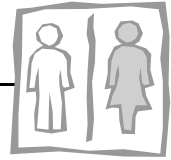
All sampling sites in the Central Coast municipal area complied with the recreational water quality guidelines. This was the first bathing season that Buttons Creek has complied with the standard, however, due to historical high microbiological counts, two permanently positioned 'No Swimming' signs remain in place. These signs will remain in place until it can be confirmed, over consecutive bathing seasons, that the water quality in Buttons Creek has improved.

The cause of the high microbiological counts in Buttons Creek may be attributed to the extensive urban and agricultural land use in the catchment.

Water bodies monitored for uses other than recreation are subject to varying guidelines that are selected in accordance with the most sensitive use of that water body. All sampling sites listed above generally comply with the guideline values given for their respective uses. It is recognised that for statistical purposes a more regular sampling regime is required but this is beyond the resources currently available to the Council.

# Public conveniences

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***Target:***

Provide and maintain sufficient clean public conveniences within the municipal area.

***Desired outcome:***

That there are adequate systems employed to ensure that public conveniences are maintained to a standard which provides reasonable precautions against the spread of disease.

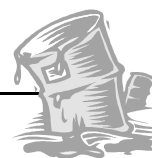
***Strategy:***

To conduct cleaning of all public conveniences and to report any maintenance/service requirements to Council maintenance staff (Assets & Engineering Department).

***Performance:***

There were no incidents requiring investigation for the reporting period.

# Solid waste management



## Target:

To ensure that solid waste is collected in a safe, efficient, and environmentally sound manner and disposed of to an appropriate and secure facility or waste service provider.

## Desired outcome:

The effective and safe management of wastes.

## Strategy:

- Conduct water monitoring at sites where there is potential for leachate to contaminate water supplies; and
- Arrange timely collection and disposal of the Council's hazardous wastes.

## Commentary:

Water monitoring is conducted at the Penguin, Preston and South Riana RDSs in accordance with the Department of Primary Industries, Water and Environment (DPIWE) requirements. Water samples are analysed at a NATA registered laboratory for parameters typically associated with leachate.

The Council's hazardous wastes are centralised and collected when required by licensed operators for treatment and/or disposal.

## Performance:

### Hazardous waste disposal -

Hazardous chemicals from Council operation are collected about every six months. The Council did not require a collection of hazardous chemicals during the reporting period.

### Water monitoring -

Water sampling was conducted in October 2004 and April 2005 at the Preston Refuse Disposal Site. These results are shown in Table 10.

Table 10: Preston Refuse Disposal Site – Water monitoring results

PRESTON REFUSE DISPOSAL SITE - WATER MONITORING PROGRAM					
Parameter (mg/L unless otherwise specified)	* Standard	Lake Insandula at Isandula Road bridge (mean)	Western surface run-off pond (mean)	Eastern surface run-off pond (mean)	West Gawler River at Closes Road bridge (mean)
pH	6.5 –7.5	7.4	Holding No Water	Holding No Water	7.3
Conductivity	30-350	111			100
Ammonia	-	0.018			<0.003
Nitrate	0.7	0.15			0.33
Grease and oil	10	<1			<1
COD	-	<50			<50
E.coli/100ml	200	5			40
Coliforms/100ml	-	-			-
Faecal Streptococcus/100ml	-	-			-
Iron (Fe) - Total	0.002	0.27			0.56
Copper (Cu) - Total	0.0014	0.006			0.003
Zinc (Zn) - Total	0.008	0.04			0.004
Manganese (Mn) - Total	1.9				
Lead (Pb) Total	0.0034	<0.005			<0.005

\* Australian and New Zealand Environment and Conservation Council (2000), *Australian and New Zealand Guidelines for Fresh and Marine Water Quality*, Canberra (Trigger value for 95% protection of freshwater aquatic ecosystems)

Table 11 shows results of the water monitoring program at the Penguin and South Riana RDSs for the period ending 30 June 2005.

**Table 11: Penguin and South Riana RDSs – Water monitoring results**

PENGUIN AND SOUTH RIANA REFUSE DISPOSAL SITES - WATER MONITORING PROGRAM						
Parameter (mg/L unless otherwise specified)	* Standard	Penguin				South Riana
		Stream above Landfill (mean)	900 mm – Leachate Pipe (mean)	200 mm – Stream Pipe (mean)	Stream below Landfill (mean)	Sediment Pond (mean)
pH	6.5 –7.5	5.8	7.05	No Flow	7.3	6.45
Conductivity	30-350	183.5	140.6		166	166
TDS	-	147	736		770	120
Total Suspended Solids	-	1	35		30	20
Colour Apparent (CU)	-	-	-		-	
Alkalinity (as CaCO <sub>3</sub> )	-	1	337		342	40
Hardness (mg CaCO <sub>3</sub> /L)	-	-	-		-	
Total Nitrogen	0.48	0.82	41.27		36.46	1.67
Ammonia	0.9	0.02	31.8		29.6	0.006
Nitrate	0.7	0.0065	0.22		1.99	1.114
Nitrite	-	0.009	0.01		0.14	0.003
Total phosphorus	0.013	0.01	0.04		0.04	0.012
Orthophosphate	-	0.003	0.004		0.003	0.003
DOC	-	26.5	58.5		57.5	4.4
COD	-	125	160		200	34.3
E. coli/100mL	-	20	<1		95	<50
Total CN (as CN)	0.007	<0.005	0.023		0.04	<0.005
Total Iron (Fe)	-	1.53	9.65		3.98	0.145
Aluminium (Al)	0.055	0.085	0.447		0.406	0.151
Copper (Cu)	0.0014	<0.001	0.001		0.002	0.003
Zinc (Zn)	0.008	0.005	0.014		0.04	0.02
Chromium (Cr)	0.001	0.002	0.006		0.005	<0.001
Manganese (Mn)		0.051	0.193		0.178	0.01
Nickel (Ni)	0.011	0.001	0.005		0.005	0.025
Lead (Pb)	0.0034	0.167	0.082		0.066	<0.005
Cadmium (Cd)	0.0002	<0.001	<0.001		<0.001	0.001
Chloride	-					0.014
Sulphate	-					0.014
Sodium (Na)	-					0.007
Potassium (K)	-					0.007
Calcium (Ca)	-					0.018.
Magnesium (Mg)	-					0.032

- Australian and New Zealand Environment and Conservation Council (2000), *Australian and New Zealand Guidelines for Fresh and Marine Water Quality*, Canberra (Trigger value for 95% protection of freshwater aquatic ecosystems)

### Discussion:

There was no feedback or interpretation from DPIWE regarding the above results. However, the guideline values from the Australian and New Zealand Guidelines for Fresh and Marine Water Quality (2000) have been included where available. These guidelines indicate several parameters would impact on freshwater ecosystems.

# Wastewater management

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## **Target:**

To ensure all wastewater systems are installed and operating in a sustainable manner without compromising health or environment.

## **Desired outcome**

The effective and safe management of wastewater and the safe disposal of sewage sludge.

## **Strategy:**

- Process applications for on-site wastewater disposal in accordance with national and state standards;
- Remediation and monitoring of defective installations;
- Assess wastewater disposal options; and
- Monitor the operation of the Turners Beach, Ulverstone and Penguin Wastewater Treatment Plants (WWTP).

## **Commentary:**

Twelve months following approval and installation of an on-site wastewater management system for a dwelling, a final visit is undertaken to ensure the system is operating correctly. This provides an opportunity to ensure the system is installed correctly and to identify and remediate any problems. An assessment of Aerated Wastewater Treatment Systems (AWTS) takes place every three months by a qualified technician and every six to 12 months by the Council.

Aside from unsewered dwellings, the disposal of dairy shed effluent is another major wastewater issue. The dairy shed effluent program has been operating for over nine years and provides a systematic approach to improving the effluent disposal methods from dairy sheds. Problematic dairies are visited on an annual basis.

The WWTPs are licensed to discharge to ocean or estuarine out-falls. Monitoring is carried out at each plant, out-fall and adjacent beaches to ensure the discharged effluents are within the acceptable limits and guidelines. There are 50 sewage pumps associated with these plants, some of which fail from time to time. An established incident response procedure ensures an effective and appropriate course of action.

Sewage sludge is disposed of in a way that does not pose a threat to public health. Sludge is composted and monitoring is carried out on the compost to determine its suitability for disposal.

## Performance:

### On-site wastewater disposal -

Thirty wastewater disposal systems were approved in 2004/2005. These systems have all been assessed to ensure they remain sustainable into the future and do not adversely impact on the environment.

### Dairy sheds -

There are more than 38 dairies in the municipal area, all of which are generally conforming to the provisions of the *Environmental Management and Pollution Control Act 1994* (EMPCA). There continue to be a number of dairies that require further work to ensure their waste management systems are in line with the dairy effluent code of practice and remain sustainable in the long term.

### Wastewater treatment plants -

Generally all parameters tested in wastewater discharged from the WWTPs are well below the respective licence requirements (see Table 13). Regular monitoring at municipal beaches, adjacent to ocean out-falls, is used to affirm the adequate dispersal of treated effluent. There were 8 sewage spills during 2004/2005.

**Table 13: Treated Sewage Outfall Monitoring Program**

PARAMETER	ULVERSTONE		TURNERS BEACH		PENGUIN	
	Annual Median	Annual Mean	Annual Median	Annual Mean	Annual Median	Annual Mean
Simplot's Flow kL/24 hr	6259	6295				
Town Flow kL/24 hr	4187	4269	3759	3879		
Biochemical Oxygen Demand (mg/L) Ulverstone Treatment Plant discharge only (* Standard = 40)	5.5	8.6				
Biochemical Oxygen Demand (mg/L) Ulverstone Treatment Plant and Simplot discharges (* Standard = 40)	750	830	23.5	21	35	35
NFR (mg/L) Ulverstone Treatment Plant discharge only (*Standard = 60)	5	12.2				
NFR (mg/L) Ulverstone Treatment Plant and Simplot discharges (*Standard = 60)	350	468	45	47	26	26
Presumptive Coliform Count/100mL - West Picnic Point Beach - East Picnic Point Beach - Main Beach (*Standard = 1000)	26 125 100	87 1154 165	130	1251		
Presumptive E. Coli/100mL - West Picnic Point Beach - East Picnic Point Beach - Main Beach (*Standard = 1000)	13 65 28	61 124 169	100	127		
Faecal Streptococci/100mL - West Picnic Point Beach - East Picnic Point Beach - Main Beach (*Standard = 1000)	20.5 39 39	79 371 446	86	365		

\* Emission Limit Guidelines: Sewage Treatment Plants (2001), Department of Primary Industries, Water and Environment

## Composted sewage sludge -

Sewage sludge is composted with sawdust and recycled after a holding period of not less than two years or longer as determined by bacterial counts. The permissible end use of the product is determined by classifying sludge into Stabilisation Grade A or B, in accordance with the standards required by the Department of Primary Industries, Water and Environment, Tasmanian Biosolids Reuse Guidelines 1999.

**Table 14: Composted Sewage Sludge Monitoring Program**

PARAMETER	ANNUAL MEDIAN
Listeria	Not detected *
Salmonella	Not detected *
Thermotolerant Coliforms	4 **
	<b>COUNT</b>
Enteroviruses (***) pfu/4g)	Not detected
Reovirus (***) pfu/4g)	No analysis carried out due to difficulties in locating a laboratory with this capability
Adenovirus (***) pfu/4g)	No analysis carried out due to difficulties in locating a laboratory with this capability
Helminth ova	Not detected

\* Standard = Not detected per 100 grams

\*\* Standard = <100MPN most probable number) per gram

\*\*\* Standard = pfu = plaque forming units. No maximum, standard for these viruses

# Public accommodation/housing/buildings

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***Goal:***

Healthy and safe public accommodation, housing and buildings.

***Target:***

To ensure public accommodation, housing and buildings have satisfactory facilities that are maintained to a standard that provides reasonable precautions against the transmission of disease and meets fire safety requirements.

***Strategy:***

To audit all registerable public buildings within the municipal area on an annual basis.

***Performance:***

This program was deferred due to the limited availability of a building surveyor and the long-term absence of the Council's Environmental Health Officer.



# Health education and promotion

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***Target:***

Seek opportunities to engage in health education and promotion activities.

***Desired outcome***

Increased awareness of health related issues among the community and target industry groups.

***Strategy:***

Provide educational material and training/seminars on health related topics.

***Performance:***

Information leaflets on a range of topics (such as communicable diseases and environmental nuisances) are distributed as required.

# Environmental protection

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## **Target:**

To ensure all human activities that have an impact on the environment are within an acceptable range.

## **Desired outcome**

A balanced environment that minimises health threats arising from human activity.

## **Strategy:**

- To conduct regular monitoring and assessment of industrial waste, rural industries and residential waste in order to identify actual or potential environmental threats;
- To advise operators how to comply with environmental requirements and, if necessary, enforce these requirements; and
- To ensure environmental incidents are handled safely and effectively.

## **Commentary:**

Most Level 1 Activities (under EMPCA) and other activities, which have the potential to impact on the environment, are audited annually. Performance is based on current industry standards (codes of practice, guidelines, etc). Where no specific information exists professional judgment is exercised. Quarries, dairy sheds and refuse disposal sites are usually assessed annually with poorly performing operations assessed more frequently. Other industrial activities are assessed on a complaints basis.

Accidents and/or faults, which lead to emissions that impact on the environment, are assessed and dealt with according to their threat to human health and the environment. The Council's Incident Communication Protocol and other specific incident procedures (e.g. sewage spills) ensure an efficient and effective response.

## **Performance:**

### **Environmentally significant activities -**

*Environmental Auditing Program* - Throughout 2004/2005 the Council has undertaken an audit of the service station and automotive repair/servicing industries. Although there were many businesses, which were found to be demonstrating sound environmental management practices, there were many environmental management issues identified for future action. The most common issues identified in these industries were poor containment of pollutants and storm water pollution. These identified areas of poor environmental practice will continue to be addressed by follow up audits, which are undertaken at a frequency, which is based on the overall assessed level of risk of a business causing environmental harm/nuisance.

*Dairy sheds* - all dairies that were previously identified as having a detrimental effect on the environment were visited. Mutually agreed timetables have been put in place with the operators to remedy problems. A small number of dairies still require work to the effluent management system.

*Quarries* - problems identified during an audit are referred to the quarry operators and followed up as necessary in writing or during the next audit. Issues relating to the Council operated quarries are referred to the Council's Assets & Engineering Department.

*Other activities* - when complaints regarding the environmental performance of a particular activity are received and substantiated, they are investigated. When required, measures are put in place to rectify these problems.

*Environmental incidents* - 18 incidents were received, investigated and documented. These included smoke complaints, industrial emissions, and noise emissions. Incidents of a minor nature were not recorded. In each case the individuals responsible were informed of the problem, the consequences of their actions, and how to fix the problem. They are also advised of the financial penalties for continuing to cause environment harm.

# Workplace safety

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***Target:***

A safe working environment.

***Desired outcome:***

- To minimise the risk of workplace injuries.
- That all employees have access to basic first-aid supplies.
- That first-aid training be available to all employees.
- That all employees are made aware of occupational related disease transmission and have access to appropriate vaccination programs.

***Strategy:***

- To conduct assessment of all first-aid kits and to replenish supplies as required;
- To identify occupational health risks;
- To maintain a record of employment related vaccinations;
- To maintain appropriate vaccination programs for employees; and
- To maintain a record of all first-aid administered incidents.

***Performance:***

During the 2004/2005 financial year assessment/replenishment was carried out on all first-aid kits as required.

Vaccinations for Adult Diphtheria/Tetanus, and Hepatitis A and B were made available to employees.

# Cemeteries and crematoria

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## ■ Single burial grounds

### ***Target:***

The correct disposal of human remains.

### ***Strategy:***

To assess applications for private cemeteries and to report those applications and assessments to the Director of Public Health.

### ***Performance:***

One application was received and approved for a private burial ground.

# Management and administration

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## **Target:**

Allocate sufficient resources and support to enable a comprehensive environmental health and environmental management service to the community.

## **Desired outcome:**

Completion of statutory and corporate obligations within these disciplines.

## **Strategy:**

- Maintain an updated Environmental Health and Environmental Management Plan, which in turn forms the basis of an Annual Program of activities;
- Allocation of sufficient budgetary resources to enable the Division to meet its targets;
- Actively engage in ongoing education and professional development to ensure that officers are aware of, and active in, modern and current practices within these disciplines; and
- Develop and maintain a comprehensive technical library of texts, codes of practice and guidelines.

## **Performance:**

### **Plans, Programs and Reports -**

The additional duties that have resulted from legislative reform are beyond our resources. We accept that the community cannot fund more resources.

For both Environmental Health and Environmental Management, we have developed an 'Environmental Health and Environmental Management Plan', and subsequently an 'Annual Program' for activities based, where possible, on the risk management principles outlined in the 'AS/NZS 4360:2004 - Risk Management' or in accordance with relevant guidelines or codes. These are updated annually and monthly respectively.

We then focus our limited resources on high-risk areas.

### **Financial resources -**

The Council's 2004/2005 Operational Plan (Estimates) shows estimated and actual expenditure for the 2004/2005 financial year, as well as estimated expenditure for 2005/2006.

These budget allocations were sufficient to fund the activities accounted for in this report, subject to the limitations mentioned above.

### Staff development -

Staff in these functional areas have been active in a number of areas:

- *continuing professional development* - attendance at regional/state meetings, workshops, seminars and training sessions and State and National Conferences provided by the Australian Institute of Environmental Health (AIEH), Local Government Managers Australia, Environmental Institute of Australia & New Zealand, Australian Institute of Company Directors, and the Association of Professional Engineers, Scientists and Managers Australia.
- *professional representation* - Michael Stretton was elected to the position of State Councillor, AIEH (Tasmanian Branch); Jeff McNamara represented the Council on the Cradle Coast Authority's Waste Management Advisory Group, the Dulverton Regional Waste Management Authority, as well as being a Deputy Member on the Board of Environmental Management and Pollution Control.

### Physical resources -

These functional areas are adequately resourced in relation to vehicles and laboratory/scientific/field equipment.

A comprehensive technical library has been developed, and frequent use of Internet sites for codes of practice (e.g. NSW Environmental Protection Agency) and legislation (e.g. the Tasmanian Government's 'The Law' site) are used to supplement this library.

Subscriptions to various technical magazines and professional journals complement other library material.

Maintenance and development of an in-house technical library is a strategy to help overcome the lack of available texts and journals in public libraries in this part of the State.

\* \* \*    END    \* \* \*

Michael Stretton  
ENVIRONMENTAL OFFICER

Jeff McNamara  
DIRECTOR, PLANNING & ENVIRONMENT