

# Annual Report 2007-2008



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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             | • Trust    |
| • Quality of life    | • Respect  |
| • Pride in community | • Friendly |
| • Honesty            | • 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

Tasmania's Central Coast municipal area is, as its name suggests, set in the heart of the North-West Coast, spanning an area of 932km<sup>2</sup> and has a population 21,253 people. Extending westerly to the Blythe River and easterly just beyond the Forth River, from coastal beaches the boundary extends southwards through the fertile countryside to the rugged Leven Canyon, limestone caves and Black Bluff mountain range boasting snow-capped peaks in the depths of winter.



Central Coast is one of the most picturesque municipal areas in Tasmania and has a moderate climate reflecting all four seasons. Visitors and residents alike enjoy the lovely beaches and easy lifestyle through the summer months; this is followed by sunny autumn days where the scenery is postcard perfect. The winter months bring snow to the elevated areas, whilst coastal temperatures are less extreme. Whatever time of year, Central Coast is one of the most tranquil and captivating settings in Tasmania.



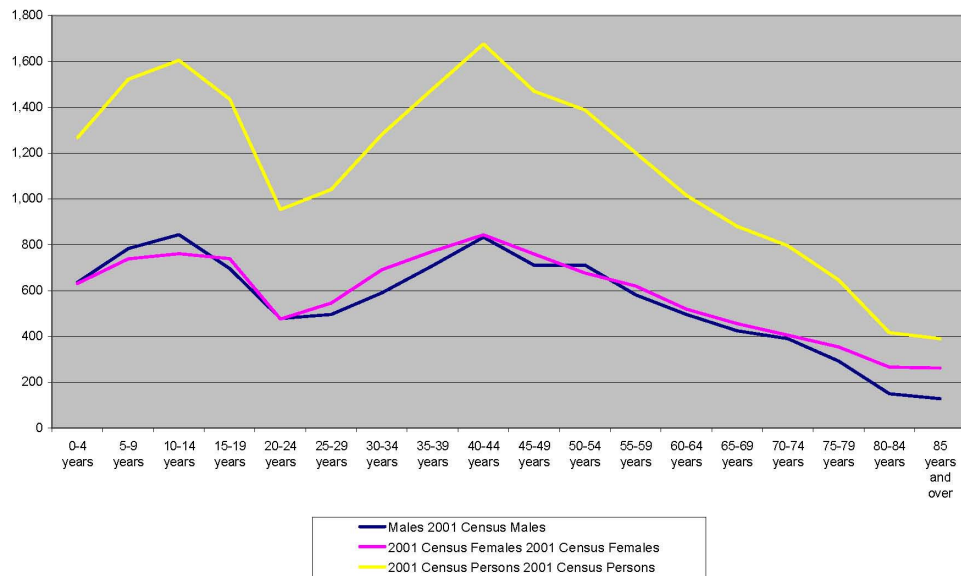
The coastal townships of Penguin (population 4,040) and Ulverstone (population 10,424), are the business centres of Tasmania's Central Coast; they offer quality friendly service, a wide range of retail outlets, restaurants, and coffee shops. All the services you would expect from a larger urban centre are here. The region is one of the safest places to live of anywhere in Australia, enjoying the nation's lowest crime rate.

Quality recreational facilities and expansive open spaces are synonymous with Central Coast. A diverse range of clubs and organisations caters for the wide range of interests amongst the community. Families can select from a number of kindergartens, primary and secondary schools and older people are well catered for too. The proportion of total population in dependent ages is as follows:



## Central Coast

**2006 Census**



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

## Highlights at a Glance

### **Ulverstone Showground Redevelopment**

The Council completed a comprehensive stakeholder consultation process to accommodate user groups' needs. The final design of the Showground Redevelopment has now been completed for the Council's consideration. Construction is due to commence later this year.

Photo: Ulverstone Showground.



### **Ulverstone Wharf Redevelopment**

The Council and the Crown completed the joint Expression of Interest process for selecting the preferred developer for the Wharf's redevelopment. Negotiations will commence shortly with the preferred developer.

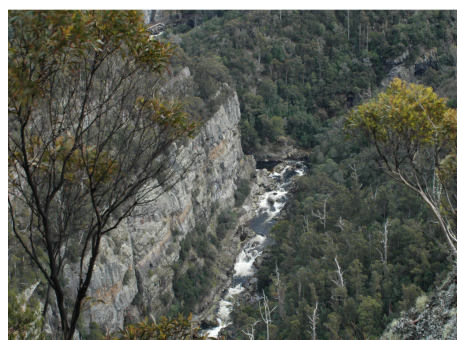
Photo: Ulverstone Wharf.



### **Leven Canyon Reserve upgrade**

The Council completed the major upgrade of the Leven Canyon Reserve. Funding from the Tasmanian Government, the Australian Government and Council resources has contributed to this upgrade. The Reserve includes major interpretation displays, a new Forest Stairs Walk, improved visitor facilities and upgrade of the Lower Preston Falls Track. The Council also renamed the lookout as Cruickshanks Lookout in honour of the man whose vision started the Reserve more than 40 years ago.

\* Photo: The Leven Canyon.



## Highlights at a Glance

### AusLink Strategic Regional Program

Completed the Wilmot River Bridge replacement and road upgrade and safety works on Spellmans Road in conjunction with the Kentish Council. Preliminary design and investigations were completed for South Riana Road in conjunction with the Burnie City Council. Works to be completed by June 2009.

Photo: Wilmot River Bridge, Spellmans Road.



### Tip Shop

The Tip Shop at the Resource Recovery Centre was completed and opened for business. Sales have progressed well, with a full-time attendant to be engaged during the remainder of 2008.

Photo: Resource Recovery Centre Tip Shop.



### Ulverstone Recreation Ground

The redevelopment was completed consisting of changerooms, kiosk facility and amenities downstairs and provision for lease of the upstairs section. The southern grandstand was structurally improved and the roof replaced. The car park adjoining Water Street was also reconstructed.

Photo: New facilities at the Ulverstone Recreation Ground.



## Highlights at a Glance

### Car Park Lane facilities

The upgrade of these public toilets and meeting facilities progressed well during the year, with completion expected by October 2008. A total of seven toilets, including two disabled and a parenting room, will be available.

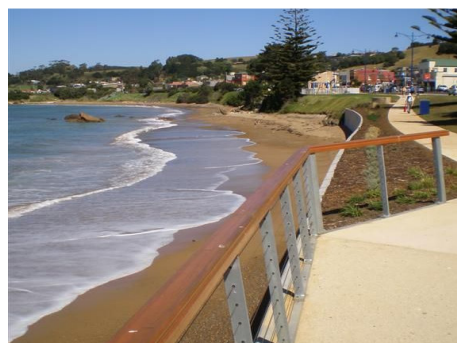
Photo: Car Park Lane public toilets.



### Main Road, Penguin

The “Main Street Makeover”-funded works along the Penguin foreshore were completed, including footpath, viewing area, street furniture and fencing around the playground. Underground power and decorative street lights were installed to light both the street and the foreshore area.

Photo: Penguin foreshore makeover.



### Positive Ageing Strategy

The Council adopted the Central Coast Ageing Strategy 2007-2012 in December 2007. It is intended as a framework that provides strategic guidelines for the area to foster and support older people, their needs and role in the community. The Strategy and an accompanying action plan will assist the Council to develop a clear direction and to enable effective future planning for our aged population.

Photo: Walking along Buttons Beach.





## Highlights at a Glance

### Planning scheme

The Council has been working to develop a new planning scheme (the Central Coast Planning Scheme 2005) over the last few years. On 20 March 2008 the Council received a Notice to Modify the Central Coast Planning Scheme 2005 from the Resource Planning and Development Commission (RPDC). The modifications were subsequently made by the Council's Land Use Planning Group and the scheme was returned to the RPDC for final approval by the Minister. Approval of the planning scheme was received on 20 June 2008.

Photo: Preservation Bay.



### Penguin Urban Design Guidelines

The Council developed Urban Design Guidelines for Penguin. The Guidelines aim to manage change in a sustainable way and to achieve the desired objectives for the town's future growth by providing greater direction and control over development issues such as building design, movement of pedestrians, conservation of heritage values and the improvement of the quality and function of the streetscape. It is intended that the Guidelines will be incorporated into the Central Coast Planning Scheme 2005.

Photo: Main Road, Penguin.



## Highlights at a Glance

### Strategic Framework for Settlement and Investment

In March 2008, the Council commissioned consultants to develop a *Strategic Framework for Settlement and Investment*. The framework is a tool for meeting the 'big challenges' facing the Central Coast Council. It provides a strategic focus for the Council organisation, one which describes and seeks to leverage the distinctiveness of Central Coast to achieve its communities' own aspirations. It then provides guidance on how to move from strategy to implementation. The framework draws on the extensive consultation carried out by the Council related to a number of strategies over the last four years.



Photo: Ulverstone.

### Occupational Health and Safety National Certification

Following the auditors' recommendation to Certification body BSI Benchmark, the Council has been awarded a JAS-ANZ National Certificate to Australian Standard AS/NZS 4801 Occupational health and safety management systems. National Certification is a significant milestone for any organisation and is a public demonstration of the Council's commitment to continual improvement in health and safety performance. We are the first council in Tasmania to achieve National Certification.



## Highlights at a Glance

### Financial performance measures

The Council continued to manage its finances prudently. A report on the 'Financial Sustainability of Local Government in Tasmania' was produced this last year and the Council will review all of its financial policies over the next 12 months in response to recommendations outlined in the report. In the LGAT publication *Measuring Council Performance in Tasmania*, the Council performed well on a number of financial indicators as at 30 June 2007, as follows:



	Central Coast	State Average
Cost of Debt Ratio	0.1%	(not available)
Revenue per Capita	\$1,100	
Total Rates per Capita	\$630	
Year-end Rates Outstanding	2.2%	
Electronic Service Delivery (receipts issued electronically)	50.6%	

### Building development

Central Coast experienced another solid year of building development, with a total of 375 approvals valued at \$39.8m., demonstrating continued strong residential development.

\* Photo: Building construction at Penguin.



## 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 2008. The past year has again proven to be very busy and at times very interesting.



The year commenced with the State Government announcing its intention to reform the water and sewerage industry. This announcement was surprising as there had been no consultation with local government. At the time of writing this report the Government had agreed to three regional authorities taking over control of these two services. The pleasing news is that the ownership will remain with councils and any profits will return to councils, not the State Government.

We also had a property revaluation of the municipal area in 2007; the last revaluation was conducted in 2000. The Council decided to hold community forums to explain the valuation process, encouraging residents to object to their new property values if they wished. The new valuations saw large increases in land values that caused many concerns within the community, with over 360 property owners objecting to their new valuations. Following the Valuer-General's reassessment of properties the Council remitted over \$50,000 to owners who had their property valuation reduced.

Following discussions with Dr Steven Gaggin of the Penguin Surgery and doctors at the Patrick Street Clinic, Ulverstone it was decided to lease the former council chambers at Penguin to allow a new health clinic to be established. This action follows many community representations to explore the possibility and it is pleasing to say the new clinic is proving to be very well received. We thank the Australian Government for their contribution of \$60,000 towards this much-needed facility.

Following a visit to Canberra, it was pleasing to have both major political parties announce their commitment to funding for the redevelopment of the Ulverstone Showgrounds. We thank both the Australian and Tasmanian Governments for their generous commitment of \$1.85 million each. We now look forward to this important upgrade to be completed by November 2009.

In August 2007 the Forth River flooded the Forth Valley bursting its banks as a result of heavy rains in the hinterlands behind Forth. I would like to thank the many people who helped when the calls went out for assistance, especially our local SES unit and



## Mayor's Report

other SES units from along the Coast, Tasmania Police and our own Council staff. Without your hard work and efforts the task for the community would have been a great deal more difficult. Thank you also to Premier Paul Lennon who called offering State financial assistance towards any damages caused by the floods.

We celebrated the 10th anniversary of the opening of Ganesway on 24 August 2007; this type of accommodation for our seniors has certainly proven popular.

A community forum was held at Penguin to hear the views of residents on the proposed developments for the CBD of Penguin.

The Council launched its new place brand and corporate brand logos.

The Council hosted a civic reception for the State Naval Association conference, which was held in Ulverstone.

The Resource Planning and Development Commission commenced hearings on the 230 public submissions to the new draft planning scheme in October.

The town of Sulphur Creek celebrated its 150th anniversary since settlement on 11 November 2007.

One hundred years of local government in Ulverstone and Penguin was celebrated during the month of January 2008.

The Australia Day service and concert was once again a success with over 400 people enjoying the excellent local talent and our special guest, Australia Day Ambassador, Emily Burke. We thank all those involved for giving us another night to remember. Mrs Sophia Chipman became an Australian citizen during the Australia Day service. Twenty-seven people became Australian citizens during the year.

State Minister Steven Kons MHA opened the Main Street Makeover Project in Penguin on 17 February 2008. The expenditure on Main Road totalled \$257,013.

The annual Long Table Dinner was held once again as part of the Festival in the Park. This event is now one that the community looks forward to very much. This event also signals the launch of many Central Coast annual events that are held over a five-week period.

## Mayor's Report

Ulverstone's Church of Christ celebrated 100 years of Christian service to the district. A centenary dinner and church service was held to celebrate the occasion.

The new Resource Recovery Centre at the Lobster Creek waste management site, which incorporates the tip shop, was officially opened in April.

Stage two of the duplication of the Bass Highway was officially opened by the Federal Member for Braddon, Sid Sidebottom MP, on behalf of the Federal Minister for Roads and Transport on 9 May 2008. This duplication also included on/off ramps at Castra Road, which the community and Council had lobbied for for many years.

The Council adopted the Penguin Urban Design Guidelines following much consultation with the community and stakeholder groups. These guidelines will become part of our new planning scheme and give much more certainty to the Council and developers when considering development applications in the CBD of Penguin.

After many months of hard work by Council staff the upgrade of the Leven Canyon Reserve and naming of the Canyon lookout took place on 13 June. The lookout was officially named after Mr George Cruickshank who so kindly donated the land to the community. Five hundred thousand dollars has been expended on the upgrade, with more funds being allocated for further work next year.

Council elections were held in October and we welcome new members in Councillors Cheryl Fuller and Gerry Howard. We also farewelled Beryl Marshall and we thank her for her diligent service during her time representing both the Ulverstone and Central Coast Councils.

Our General Manager, Katherine Schaefer, advised the Council on 20 May that she would not be renewing her contract. We thank her for her contribution over the past five years.

We welcome and wish our new General Manager, Sandra Ayton, all the best in this important role. Sandra has a wealth of experience in local government and we feel sure this experience will be of great assistance to the Council over the coming years.

It was great news for our area to hear that Sue Smith MLC was elected President of the Legislative Council. Sue is the first female to be elected to this important position. Congratulations, Sue.

## Mayor's Report

The Council has experienced another busy year within our building and planning sections, with 95 new dwellings and 27 new units being approved.

There was a total of 375 building approvals, with the total value of all approvals being \$39.8m.

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 the Council's position as one of the leading councils in Tasmania.

I again repeat, 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 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



***Paul Breaden***, Assets & Engineering Manager  
(from 02.06.2008)



***Sandra Ayton***, Director Corporate & Community Services



## Governance Arrangements

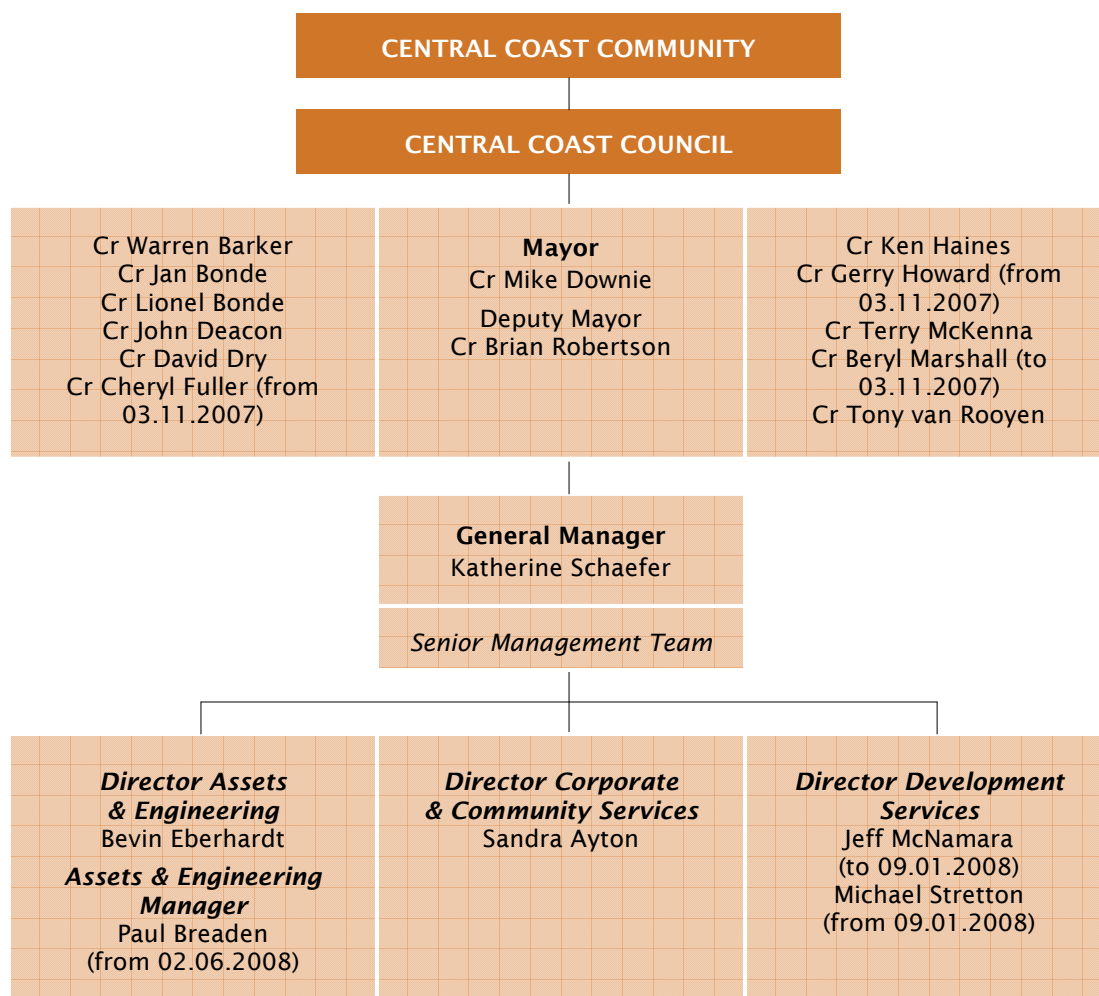
**Jeff McNamara**, Director Development Services  
(to 09.01.2008)



**Michael Stretton**, Director Development Services  
(from 09.01.2008)



## Governance Arrangements



## Governance Arrangements

### **Council Members** and Committee Membership

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

- Local Government Association of Tasmania  
AGM, General Meetings and General Management Committee
- 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 Performance Review Panel
- Central Coast Community Safety Partnership Committee
- Mersey Region Emergency Management Planning Committee



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

- Leven Fire Management Area Committee
- Cradle Coast Authority Representatives Group
- East Ulverstone Swimming Pool Management Committee
- Development Support Special Committee (to 03.11.2007)
- Central Coast Council Bursary Working Group
- General Manager Performance Review Panel
- Central Coast Youth Engaged Steering Committee
- Councillors Code of Conduct Panel



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

- Development Support Special Committee (to 03.11.2007)
- Bush Watch Western District Committee
- Community Small Grants Scheme Panel



## Governance Arrangements

### ***Cr Jan Bonde***

- Castra-Sprent-Nietta Community Advisory Committee (Liaison) (to 03.11.2007)
- Economic Development Planning Committee
- Development Support Special Committee (from 03.11.2007)
- Community Small Grants Scheme Panel



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



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

- Central Coast Chamber of Commerce and Industry Inc.
- Penguin Surf Life Saving Club (to 03.11.2007)
- Ulverstone Surf Life Saving Club





## Governance Arrangements

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

- Ulverstone Band
- Councillors Code of Conduct Panel



### ***Cr Cheryl Fuller (elected 03.11.2007)***

- Penguin Surf Life Saving Club
- Castra-Sprent-Nietta Community Advisory Committee (Liaison)
- Australia Day Awards Committee
- Community Small Grants Scheme Panel



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

- Development Support Special Committee
- Economic Development Planning Committee
- Central Coast Community Safety Partnership Committee



## Governance Arrangements

***Cr Gerry Howard*** (elected 03.11.2007)

- Councillors Code of Conduct Panel
- Ulverstone Local History Museum Committee (Liaison)



***Cr Terry McKenna***

- Cradle Coast Water Representatives Group
- Dulverton Regional Waste Management Authority Representatives Group
- Councillors Code of Conduct Panel (to 03.11.2007)
- Development Support Special Committee (from 03.11.2007)



***Cr Beryl Marshall*** (to 03.11.2007)

- Ulverstone Local History Museum Committee (Liaison)



## Governance Arrangements

***Cr Tony van Rooyen***

- Development Support Special Committee
- General Manager Performance Review Panel



## Governance Arrangements

### Council Meetings

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, Jan	20
Bonde, Lionel	20
Deacon, John	19
Downie, Mike	20
Dry, David	18
Fuller, Cheryl (from 03.11.2007)	13
Haines, Ken	15
Howard, Gerry (from 03.11.2007)	12
McKenna, Terry	20
Marshall, Beryl (to 03.11.2007)	7
Robertson, Brian	20
van Rooyen, Tony	18
<i>Total meetings</i>	20

## Governance Arrangements

### Council Statistics

*Table 2 - Assets Data*

Assets	
<b>Roads</b>	
Urban - Sealed/Unsealed	133km/1km
Rural - Sealed/Unsealed	400km/136km
<i>Total Roads</i>	<i>670km</i>
Bridges	75
Footpaths	135km
<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	62
Pipeline Length	225km
<b>Drainage</b>	
Pipeline Length	119km
<b>Waste Management</b>	
Transfer Stations and Resource Recovery Centre	4
<b>Recreation</b>	
Parks	99
Gardens	43
Recreation Grounds	12

## Governance Arrangements

<b>Buildings (select)</b>	
Aged-persons Units	77
Public Toilets	40
Barbecue Huts	13
Picnic Huts	4
Bus Shelters	23
Treatment Plants	2

*Table 3 - General Statistics*

	<b>2007-2008</b>
Area	932km <sup>2</sup>
Population (June 2007)	21,253
Non Current Assets	\$306,054,117
Non Current Liabilities	\$2,163,913
Net Wealth of the Council	\$308,997,136
Revenue	\$26,568,534
Rates	\$14,178,836
Rates per Capita	\$667
Loan Debt	\$650,717
Debt Service Ratio	0.56%
Water Connections	7,734
Sewerage Connections	7,183
Water Purchased (megalitres)	4,038,404
Rateable Properties	10,051
Planning and Building Applications	666
Rates Outstanding	2.19%
Electors (June 2007)	15,856

## Governance Arrangements

*Table 4 - Staffing - Employee Numbers*

	Full-time equiv.			Total
Department	Full-time	Part-time	Casual	
General Management	4			4
Assets & Engineering	84			84
Corporate & Community Services	28	21	48	97
Development Services	13	1	2	16
<i>Total</i>	<i>129</i>	<i>22</i>	<i>50</i>	<i>201</i>

*Table 5 - Complaints*

Nature	No. Received
Staff	9
Fees and Charges	10
Service/Product	17
Service/Product/Staff	2
Policies/Procedures	1

## General Manager's Report

Reflecting on the Council's performance over the last 12 months was a sobering experience as I approached my final weeks as General Manager of the Central Coast Council. While I have attempted to contain my report to the last 12 months, I have taken the liberty to reflect on the Council's performance over the last five years.



Last year I spoke about our commitment to the Business Improvement Program. This has seen a number of reviews of core services and business processes in the following areas: Customer Service, Environmental & Health, Building & Plumbing Control, Land Use Planning Services, Facilities Management, and Planning and Assessment Team Processes. In particular I congratulate Michael Stretton (and the former Director, Jeff McNamara) and staff in Development Services for completing reviews on all of their core services. As a result of those reviews a number of significant business improvements have resulted.

The last 12 months have seen a significant body of work undertaken in the Development Services Department, with the final stages of the approval of the Central Coast Planning Scheme 2005, the Penguin Urban Design Guidelines and the Settlement and Investment Strategy. Within this period the Department has also managed an unprecedented number of development applications and building applications. The statistics later in the report demonstrate the comparison levels over the last four years.

The Council embarked on a major review of our Occupational Health and Safety System. The organisation's goal of Occupational Health and Safety is to achieve "zero injuries". All policies and procedures have been reviewed and now reflect contemporary management practices. As part of our commitment to continuous improvement we undertook to have our system audited externally. The Council has been successful in achieving National Accreditation of our Occupational Health and Safety System. We are the first council in Tasmania to achieve this milestone.

Over the last 12 months we have accelerated our efforts in the development of our Asset Management Policy and our Asset Management Improvement Strategy. The Policy supports the Council's vision and strategic objectives of appropriately managing assets so they provide the desired level of service to meet the community's needs and expectations in a financially sustainable manner. The Council recognises that assets must be planned, provided, maintained and refurbished so that they continue to meet



## General Manager's Report

the service delivery needs of the community, within the context of providing best value to the community.

Our capital works program saw the completion of a number of major projects, including the change rooms, kiosk and meeting rooms at the Ulverstone Recreation Ground; major upgrades to the Leven Canyon Reserve; Penguin Main Street Makeover Project; the opening of our 'tip shop' at the Resource Recovery Centre; and major road works at Forth Road, South Riana Road and Spellmans Road.

Two major projects which have reached an exciting stage in their evolution are the Ulverstone Showground Redevelopment and the Ulverstone Wharf Redevelopment. The design for the Showground is complete and the Council will approve the final design and then call for tenders over the next couple of months, with construction to commence following the 2008 Ulverstone Show. The announcement of the preferred proponent for the Ulverstone Wharf Redevelopment is imminent. This has been a long time in the planning and will represent an exciting recreational, social, cultural and economic precinct for our community and the region.

One of the projects which I am most proud of is the work of the Youth Engaged Steering Committee. It emerged not long after I commenced with Central Coast, and its purpose was to improve education, training and employment pathways for young people beyond Year 10. This is one of the most dynamic committees that I participated in. The Committee comprises representatives from our four high schools, service clubs, the business community, UTAS, TAFE Tasmania, students, Council, employment agencies, the Beacon Foundation and other interested groups. It oversaw the School Business Alliance Project which Stephen Mansfield coordinated for four years. I congratulate Stephen for his leadership and the business and school alliances he established. We collectively have achieved much together to improve opportunities for our young people. One of the many achievements of this group is lobbying for a bus service between Ulverstone and Devonport. This service will be provided daily commencing in February 2009.

In 2004 the community demanded that we promote and further enhance the status and visitor experience of our natural icon, the Leven Canyon. The Council has invested over half a million dollars on this important reserve. A new bridge, the new Forest Stairs, a toilet block, improved seating and interpretation are among the enhancements. The Council also renamed the lookout to Cruickshanks Lookout after George Cruickshank who donated the land to the community.

## General Manager's Report

The Council responded to the community's need for increased medical services in Penguin. A strategic alliance was created with the Patrick Street Clinic to refurbish the old Penguin Council offices to a new medical facility. The Patrick Street Clinic provides outreach services at the centre. This is a fantastic outcome for the community and a great use of a Council facility. I especially want to acknowledge Cr McKenna and Mayor Downie's pursuit of this community need and Sandra Ayton and her team for making it a reality.

The Council completed both the Positive Ageing Strategy and the Youth Strategy which addresses the needs of both demographics within our community. Both Strategies have a three-year implementation plan, with many actions already commenced.

Water and sewerage reform has been a major issue for local government since the release of the Treasurer's discussion paper in December 2006. The Premier's Local Government Council successfully lobbied for the retention of ownership by local government through the establishment of the three regional water authorities. The Council's Director Assets & Engineering has played a major leadership role at the regional level and has been appointed Project Manager of the Regional Transition Plan over the next couple of years.

The latter half of the year has seen two key senior staff within the organisation leave. Jeff McNamara finished work as Director Development Services after 19 years with both the Ulverstone and Central Coast Councils. His knowledge and professionalism will be missed.

Graeme Marshall, the Executive Services Manager, will retire from the Central Coast Council at the end of July after 38 years of loyal and dedicated service. Graeme's knowledge and expertise on all things local government is likened to a walking encyclopaedia. But it is the person which makes him particularly special. He is a true gentleman and he will be sorely missed and impossible to replace. I wish him and Michele good health and happiness as they commence the next chapter in their lives.

The next five years will be an interesting time for local government in Tasmania as it readjusts from the loss of water and sewerage as two of its core services and addresses some of the major challenges of financial sustainability. It will also be heavily involved in debating some fundamental issues of Constitutional recognition, compulsory voting and the issue of amalgamations. Local government is mature enough to lead the wider Tasmanian community in the debate of these issues in the interests of good govern-

## General Manager's Report

ance and democratic decision making. I encourage the community to engage in the debate.

I leave the leadership of this great organisation in the capable hands of Sandra Ayton and wish her, the Council, Senior Management Team and staff the very best as they embrace the next set of challenges and opportunities. I thank the Mayor, Councillors, my senior team and staff for their loyalty and support and for the opportunity to serve as your leader.

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.

- **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.*
- **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.*

\* Photo: Council and Tasmania Police work together to build a safer community.



### 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

### Activities

Provide and maintain supportive housing options.

Provision of high-quality and affordable child care options.

### Performance

The Council has the following housing options available:

- 77 aged-persons home units
- Ganesway (supported family-style accommodation for up to 10 elderly people)
- Ulverstone Accommodation Centre for GP registrars and medical students.

The Council provides the following child care options:

- Ulverstone Child Care Centre - long day care and holiday programs (licensed for 75 places). The Centre renewed accreditation in 2008 for the period ending 2010 with high marks in most areas.
- Penguin Fun Club Outside School Hours Care

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

	<p>Program provides for 'out of school hours' care and vacation care (licensed for 30 places). This service operates out of the Penguin Primary School.</p> <ul style="list-style-type: none"> <li>• East Ulverstone Outside School Hours Program provides for 'out of school hours' care and vacation care (licensed for 30 places). This service operates out of the East Ulverstone Primary School.</li> </ul>
Support volunteer services by providing practical assistance and support.	<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>
Develop a Positive Ageing Strategy.	<p>The Central Coast Positive Ageing Strategy is the culmination of the Council's objective to support access to physical and social resources to promote quality of life, which in this Strategy encourages the coordination of services for seniors, as outlined in the Central Coast Council Strategic Plan 2004-2009. The Strategy was adopted by the Council in December 2007 and supports the objectives/actions of the 2006 Partnership Agreement between the Council and the State Government.</p>
Develop a Youth Strategy.	<p>The Central Coast Youth Strategy is the culmination of the Council's objective to support equality for young people by providing opportunities for their development and growth and engaging them in community decision making. The Strategy framework provides strategic guidelines for fostering and supporting young people, their needs and roles in the community and addresses many of the goals which were outlined in the</p>

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

	revised Tasmania Together Benchmarks 2007.
Develop the Penguin Medical Centre.	In response to community concerns the Council has, in partnership with the Patrick Street Clinic and with funding support from the Australian Government, undertaken the conversion of the first floor of the former Penguin Council offices into the Penguin Medical Clinic. It is anticipated that the service will expand to make use of both floors in the future.
Update and implement emergency management plans.	<p>Reviewed the Central Coast Council Municipal Emergency Plan including the Recovery Management Plan.</p> <p>Combined and updated the Municipal Emergency Risk Registers of the Mersey Region-Combined Area Councils (Central Coast, Devonport, Latrobe, Kentish).</p> <p>Completed the Lower Forth Flood Response and Recovery Plan and flood damage reinstatement from the August 2007 Forth River flood.</p> <p>Participated in the development of the Mersey District Pandemic Plan.</p>

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

### Education

*Create meaningful lifelong learning opportunities.*

Photo: Penguin High student representative on Youth Engaged Steering Committee receives a Certificate of Appreciation from General Manager, Katherine Schaefer.



### 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

### Activities

Support the Youth Engaged Steering Committee and the School Business Alliance Project.

Host and partially fund the School Business Alliance Project.

### Performance

Continued to host the Committee and support its role in assisting our young people to make a successful transition from school to work, further education and training.

Developed and promoted the partnership between local and State governments. Informed the Guaranteeing Futures Area Taskforce and Engaging School Communities Taskforce.

Coordinated fund raising with service clubs and schools for the construction of a large shed for flexible learning activities at the Ulverstone High School. The shed will also be available for community groups outside school hours.

Provided support and resources to State and Australian Government initiatives such as Stronger Learning Pathways and the Local Community Partnerships.



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

### Industry and Business Development

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

*Enhance employment opportunities.*

\* Photo: Onion production line at Perfecta Produce (Ulverstone), a major exporter to worldwide destinations.



### 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

### Activities

Develop fully serviced land for industrial and commercial purposes as demands require.

Review the corporate promotional literature.

Develop a Strategic Framework for Settlement and Investment.

### Performance

The Council has subdivided further land at the East Ulverstone Industrial Estate. All lots have now been sold.

The Council has completed the development of the Corporate Brand and has updated corporate promotional literature accordingly.

A Strategic Framework for Settlement and Investment is being developed in conjunction with the Institute for Regional Development aimed at informing the Council's strategic decision making with respect to land use and sustainable land allocation, economic and community planning, and associated infrastructure development and investment.

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

Facilitate the Ulverstone Wharf  
Redevelopment.

The Council and Crown (as joint owners) combined to form a joint venture to test the market for the commercial development of the Ulverstone Wharf Precinct. Expressions of interest were called for early in 2008. Submissions were to take into account the guiding principles as expressed in the Ulverstone Wharf Redevelopment Master Plan.

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

### Leisure and Recreation

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

Photo: Ulverstone Learn to Swim Centre.



### 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

### Activities

Ongoing provision of a quality convention, meeting, training and entertainment venue.

Maintain public halls and buildings.

### Performance

Utilisation of the Ulverstone Civic Centre was as follows:

- Leven Theatre - 83
- Gawler Room - 138
- Isandula Room - 224
- Manager's Office/Other - 203

Utilisation of Council halls was as follows:

- Castra-Sprent Community Centre - 12
- Meeting Room Car Park Lane - 52
- Gawler Hall - 110
- North Motton Hall - 60
- Penguin Railway Station - 116
- Riana Community Centre - 131
- Sulphur Creek Hall - 147
- Turners Beach Hall - 106

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

Develop the Ulverstone  
Showground Master Plan.

The Council recently approved the final design for the indoor sports precinct as part of the overall redevelopment of the Ulverstone Showgrounds. The redevelopment has been made possible with in excess of \$4m. in grants from the Australian and Tasmanian Governments. It is expected both precincts will be completed before the end of 2009.

Develop a shared pathway from  
Turners Beach to Ulverstone.

The Council has received a commitment for Grant funding from the Australian Government for the Turners Beach to Ulverstone shared pathway. Consultation with community groups and individuals has contributed to the development of the plan and design work has commenced.

Recognise and/or celebrate  
significant community events.

The Council supported the following community events:

- Cradle Coast Rotary Art Exhibition
- Penguin Music 4 Life Festival
- Tour of Tasmania Road Cycling Classic
- Mersey Valley Devonport Cycling Club Junior Criterium
- Festival in the Park 2008 (Aquathon)
- Christmas Lights Competition
- Ulverstone and Penguin Christmas Parades
- 10,000 steps (Ulverstone Community House)
- Australia Day, Anzac Day and Remembrance Day
- National Youth Week
- Seniors Week
- Volunteers Week.

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

Develop a Festivals and Events Strategy.

The Central Coast Festivals and Events Strategy will be developed as a framework upon which events could be planned effectively. It will be designed as a resource and will be accompanied by planning tools (which are an addendum to the document).

Undertake restoration of cultural assets.

With the assistance of Arts Tasmania's Roving Curator Program, the Ulverstone History Museum undertook a curatorial of its collection in 2008. The curation has been a great success, contributing to continuing improvements in the storage and management of the Museum's collection. Two workshops were conducted in Ulverstone in 2008, a partnership between Arts Tasmania and the Central Coast Council, facilitated by the roving Curators. The first workshop focussed on podcasting, while the other was titled "Caring for Your Collection" and provided hands-on opportunities for all who attended. Both workshops were well attended, with participants travelling from across the State to attend.

Promote the benefits of physical activity.

The Council continues to work with the Ulverstone Community House as it raises awareness about the importance of engagement in physical activity for all members of the community. The Ulverstone 10,000 Steps "a walk in the park" is an event for all the family, with everyone being catered for, from the youngest to the oldest. Held during Get Walking Week in November each year, it is a fun walking event with activities, displays, and clues to guide participants along the way as they walk. The event starts and finishes at the Ulverstone Rowing Club, Kings Parade, Ulverstone. The walk aims to raise awareness of the importance of daily exercise and intends to make exercise fun!

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

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 1,278 hours (1,073 bookings – an increase of 50 bookings from last season).
Operate the Ulverstone Waterslide during the summer months.	<p>The Waterslide operated for the period 3 November 2007 to 28 March 2008.</p> <ul style="list-style-type: none"> <li>• Highest utilisation day - 245 tickets</li> <li>• Average tickets sold per day - 100</li> <li>• Private bookings for season - 190 hours.</li> </ul>
Undertake redevelopment work at the Ulverstone Recreation Ground.	A range of works was undertaken as part of the redevelopment of the Ulverstone Recreation Ground. New changeroom facilities, downstairs amenities and kiosk facilities were provided in the new grandstand, together with the provision for the leasing of the upstairs section which will be completed in 2008-2009. Works to structurally improve the southern grandstand were also undertaken together with the replacement of the roof. The Water Street car park was also reconstructed. The State Government contributed \$225,000 towards the project.
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>• Central Coast Youth Engaged Steering Committee (\$3,000) - community shed project</li> <li>• Leven District Scout Association (\$3,000) - road upgrade</li> <li>• Leven Yacht Club (\$489) - junior sail training dinghy</li> <li>• Lions Club of Forth Valley (\$1,615) - Forth Pioneer Cemetery development</li> </ul>

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

- Penguin Festival Committee (\$3,000) - Penguin Festival 2008
- Penguin History Group (\$1,360) - Sulphur Creek Settlement Sesquicentenary Celebration
- Lions Club of Penguin (\$1,000) - Penguin Christmas Parade 2007
- Lions Club of Penguin and combined churches (\$850) - Carols by Candlelight
- Riana Pioneer Park Tourist Management Committee (\$3000) - amenities upgrade - toilets
- Tas Central Coast Group of Australian Breastfeeding Association (\$929.95) - education material
- Tasmanian Ex RAN Association (\$1,944.24) - restore naval globe at Shropshire Park
- Turners Beach Scouts (\$247) - outdoor activities equipment
- Ulverstone Anglers Club (\$300) - Carnival of the Grasshoppers 2008
- Ulverstone High School Breakfast Committee (\$1,087) - school breakfast program
- Ulverstone Squash Rackets Club (\$589) - equipment for junior program
- Ulverstone Surf Life Saving Club (\$1,267.25) - projection equipment.

## 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.*

Photo: Ulverstone High School students help  
control weeds along Buttons Beach.



### 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

### Activities

Create, adopt and promote a  
Municipal Weed Management Plan.

Maintain coastal management.

Implement Natural Resource  
Management (NRM) and parks  
management.

Maintain parks and open space  
areas.

### Performance

Weed eradication and control has commenced.

Maintenance of foreshore and liaison with  
Coastcare groups continuing.

Progression of integrated approach to NRM and  
parks.

Parks and open space areas maintained to  
acceptable standards. Turners Beach draft  
foreshore and vegetation management plans  
completed.



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

### Tourism Development

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

Photo: New signage at Leven Canyon Reserve.



### 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

### Activities

Upgrade facilities at the Leven Canyon.

Implement the tourism issues identified in the Central Coast Local Visitor Strategy.

Develop tourism marketing and promotional resources.

### Performance

Completed toilets, track upgrade, forest stairs and Stage 1 interpretation.

An Arts and Culture Strategy has been adopted by the Council. This also includes the value of cultural tourism to the area.

The Council has achieved TVIN accreditation for the Ulverstone Visitor Information Centre.

Continued implementation of the Coast to Canyon Scenic Drive signage.

Developed Coast to Canyon Brand concept. The Brand is now being used in all promotional materials and also incorporated in the design of a new promotional brochure.

## Strategic Plan's Future Directions - Governance

### Governance

*Plan and manage Council resources.*

\* Photo: The Council's Senior Management Team and Group Leaders.



### **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

## Strategic Plan's Future Directions - Governance

### Governance

#### *Activities*

Action the Communications Policy, Customer Service Charter and the Community Consultation Policy.

Finalise the Partnership Agreement with the State Government.

#### *Performance*

The Council used a range of mediums to increase community awareness, understanding, interest and involvement and participation in major activities, plans and programs which impact on the community.

The Council also 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
- Mayor's and General Manager's business visitation program, as well as attendance at Central Coast Chamber of Commerce & Industry monthly meetings
- Attendance by Councillors at community organisations' meetings and events
- Targeted letter mail-outs and newspaper bulletins
- Weekly advertising in The Advocate newspaper
- Council website.

The Partnership Agreement was signed at a community forum hosted by the State Government in October 2006. See Table 6 below.

## Strategic Plan's Future Directions - Governance

*Table 6 - Report on Partnership Agreement*

	Achievements
✓	• Council officers with the support of Department of Economic Development (DED) officers are progressing the development of a business case to secure funding for an Agricultural Enterprise Project.
✓	• The Council and DED are progressing the implementation of the Industrial Land Use Strategy.
✓	• Penguin and Ulverstone High Schools as well as Leighland Christian School actively participated in the Youth Engaged Steering Committee and engaged with the related activities.
✓	• The Project Officer for the Youth Engaged Steering Committee negotiated with local service clubs to provide funding and construction of a suitable shed at Ulverstone High School for flexible learning programs.
✓	• Following the development of a staged Master Plan for the Leven Canyon Reserve the Council was successful in receiving funding for interpretation and upgrades through the Tourism Promotional Plan funding program. Stage 2 works completed.
✓	• The State Government confirmed funding of \$1.85m. as a contribution towards the Redevelopment of the Ulverstone Showgrounds.
	The commitment will ensure the relocation of the wharf tenants to the Showgrounds to enable the Ulverstone Wharf Redevelopment to proceed.
✓	• Crown, Marine and Safety Tasmania (MAST), DED and the Council are working on the development of an Expression of Interest Process for the Ulverstone Wharf Redevelopment.
✓	• Tasmania Police and the Council are working closely together with the implementation of the Community Safety Plan.
✓	• Progressed community road safety partnership program by representation on the Central Coast Community Safety Partnership Committee.
✓	• Completed initial discussions with the Department of Infrastructure, Energy and Resources (DIER) re the future maintenance and enhancement of Preservation Drive.

## Strategic Plan's Future Directions - Governance

✓	• Progressed work on formal agreement (memorandum of understanding) with the State Emergency Service.
✓	• Continued participation in the Mersey Region Emergency Management Planning Committee.
✓	• Informal meetings with Department of Tourism, Arts and the Environment (DTAE) officers concerning coastal management issues.
✓	• Participated in Natural Resource Management forums and projects with Cradle Coast NRM Committee and the Department of Primary Industries and Water (DPIW).
✓	• Progressed data sharing of land information with DPIW.
✓	• Progressed concept design and construction options for the replacement of the Leven River Bridge with DIER.
✓	• Implementation of Local Visitor Strategy being progressed.
✓	• Implementation of Coast to Canyon experience progressed.
✓	• Sport & Recreation Tasmania continues to work with the Council in the development of the Turners Beach to Ulverstone shared pathway.
✓	• The Council has completed the development of our Arts and Culture Strategy and is working together with Arts Tasmania in the implementation of the Strategy.
✓	• An application was successfully submitted to the Small Museums and Collections program.
✓	• An application was successful for the Roving Curator program for rounds 1 and 2 and subsequent works have been undertaken at the Museum.
✓	• Updated the Council's Small Grants program and now includes cultural events. Arts Tasmania had input into this review.
✓	• The Council developed a Positive Ageing Strategy that included the sourcing of information from the Seniors Bureau and the Positive Ageing Consultative Committee.
✓	• Working relationship with Disability Services North-West established.

## Strategic Plan's Future Directions - Governance

✓	• Exchanged geo-scientific information to enable enhanced land stability mapping.
✓	• Emergency Animal Disease preparedness training undertaken.
✓	• Identified Forward Command Post for Emergency Animal Disease outbreaks within the municipal area.
✓	• Deferred Review of Wastewater Management issues due to water and sewerage reform.

Provide leadership development for the Senior Management Team.	The Senior Management Team (SMT) together with Group Leaders participated in further Leadership Development Workshops and the development of our Leadership Strategy. A number of succession plans have been developed for staff progressing into leadership positions.
Undertake a systems/process review as a major project.	A number of reviews of core services and business processes were completed in the following areas: Customer Service, Environmental & Health, Building & Plumbing Control, Land Use Planning Services, Facilities Management, and Planning and Assessment Team Processes.
Service Council meetings, particularly through the provision of agendas and minuted records.	Meeting notices, agendas and minutes prepared in accordance with the requirements of the <i>Local Government Act 1993</i> .
Support Councillors in carrying out their functions as prescribed by the <i>Local Government Act 1993</i> .	Thirty-one Councillors' workshops were held.
Provide for allowances and expenses to be paid to Councillors in accordance with the <i>Local Government Act 1993</i> .	Complied with Expenses for Councillors Policy. Councillors' allowances - \$178,234 Councillors' expenses - \$47,263

## Strategic Plan's Future Directions - Governance

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 7 below for details.

*Table 7 - 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. This includes salary, Council's contribution to superannuation and FBT costs.

Band	No. Employees	Annual Remuneration
\$100,000-\$120,000	1	\$112,372
\$120,000-\$140,000	2	\$251,046
\$140,000-\$160,000	-	-
\$160,000-\$180,000	1	\$162,714

Progress Water and Sewerage Reform.

Actively participated in the Water and Sewerage Reform process at a council, regional and state level.

Drafted Project Business Plan for the Water and Sewerage Transition (WST) for the Cradle Coast Region (North-Western Region).

Provided Project Management Services for the WST (North-Western Region).

Develop Asset Management Plans.

Policy and strategy adopted by the Council. Draft plans complete for buildings and facilities, footpaths and recreational pathways, open space and active recreation area. Commenced plan for roads.

Prepare forward programs.

Five-year plan updated for roads, footpaths, bridges, car parks, water, sewerage, drainage and waste management.

## Strategic Plan's Future Directions - Governance

Implement maintenance and capital works in accordance with the Estimates.	Works undertaken using a combination of Council resources and external contractors.
Undertake inspection programs as part of risk management.	Inspections continued for footpaths, road reseals, bridges, trees, and sewerage and drainage pipes as required.
Ensure infrastructure to subdivisions is designed and constructed to approved standards.	Reviewed plans and accepted ownership of new road, drainage, water and sewerage assets as a result of new development.
Promote awareness of rural roads safety.	Participated in the State Rural Speed Limit Reviews.
Assess the need for sealing further unsealed roads.	Survey of unsealed roads completed for inclusion in Road Asset Management Plan.
Provide integrated footpath network.	Constructed new footpaths, including Forth Road and Henslowes Road, and renewed footpaths, including Haywoods Reserve, Ironcliffe Road and Leven Street.
Upgrade timber bridges.	Replaced timber bridges at Unnamed Creek, Loongana (Loongana Road) and Wilmot River (Spellmans Road).
Provide additional public car parks.	Commenced Penguin Parking Strategy in conjunction with Penguin Urban Design Guidelines.
Complete projects under the Roads to Recovery (R2R2) program.	Completed implementation of year three of R2R2 over four years. Projects included Kings Parade traffic improvements, Forth Road improvements, Littles Road seal, Mannings Jetty Road seal and South Road reseal.



## Strategic Plan's Future Directions - Governance

Improve drainage.	Completed operational improvements including Heathcote Street and Turners Avenue.
Improve sewerage services.	Commenced upgrade of Ulverstone Wastewater Treatment Plant and outfall.
Provide public amenities.	Commenced upgrade of Car Park Lane facilities.
Maintain a portfolio of insurance coverage and a risk management plan.	<p>The Council has continued its relationship with the self-insurance mutual liability scheme operated by Civic Mutual Plus. The Council's 2007 assessment resulted in an increase in ranking from 74% to 80%.</p> <p>The Council continues to maintain its focus on workplace safety and the management of risk in all areas of Council operations.</p> <p>The Council's Risk Management Strategy is based on Australian Standard <i>AS/NZS 4360 Risk Management</i>. The strategy encompasses the Council's public liability, occupational health and safety and municipal emergency management risk and is supported by an annual Risk Management Action Plan.</p>
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.
Manage animal control function.	The Council employed an additional ranger during the months of November-December-January to achieve increased patrols of key areas concerned with dog management issues.
Monitor dog registrations.	Dogs registered in 2007-2008 totalled 3,172.
Provide for the Council's services to be accessed over the Internet.	The Council continually updates its web page to ensure that it is more contemporary and easier to navigate.

## Strategic Plan's Future Directions - Governance

Provide financial leadership for the Council.	Coordinated the Estimates program for adoption by the Council and ensured that all programs are being monitored.
Ensure the 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 \$100,000 excluding GST.	See Table 8 for details.

*Table 8 - Contracts for the Supply or Provision of Goods or Services*

Successful Contractor	Description of Contract	Period of Contract	Value of Tender/ Contract Over \$100,000 (excl. GST)
VoR Environmental P/L PO Box 3080 Bellevue Hill NSW 2023	Design, supply, install and commission new step screen and wash press at Ulverstone Wastewater Treatment Plant	May 2008-	\$116,550
Downer EDI Works Locked Bag 1014 Port Melbourne Vic 3207	Slurry seal South Road between Penguin and Allens Road	July 2007- Nov 2007	\$118,181
Venarchie Contracting PO Box 395 Mowbray Heights 7248	Supply of sprayed bitumous seal	June 2007- July 2008	\$235,671
Roadways Pty Ltd PO Box 303 Glenorchy Tas 7010	Supply and delivery of hot-mix asphalt	July 2007- June 2008	\$143,728
Quick Mix Concrete 174 Stoney Rise Road Devonport Tas 7310	Supply and delivery of ready-mixed concrete	July 2007- June 2008	\$109,935

## Strategic Plan's Future Directions - Governance

ITT Water and Waste-water Australia Pty Ltd Unit 12 & Unit 31 Slough Business Park Silverwater NSW 2128	Design, supply, install and commission UV equipment at Ulverstone Wastewater Treatment Plant	June 2008-	\$194,550
CJD Equipment P/L PO Box 63 Prospect Tas 7250	Supply and delivery of Fuso Fighter FH65FH2RFAE Medium Tipper Truck	Feb 2008	\$107,400
De Jong & Sons Constructions P/L 11 Eastland Drive Ulverstone Tas 7315	Upgrade Car Park Lane amenities	April 2008-	\$433,400
Treloar Transport P/L PO Box 21 Sheffield Tas 7306	Construction of roadworks at Spellmans Road	Jan 2008-Jun 2008	\$359,802
Tas Span Pty Ltd PO Box 225 Latrobe Tas 7307	Replacement of Spellmans Bridge	May 2008-July 2008	\$579,311

*Sub-regulation 27(1)(h) of the Local Government (General) Regulations 2005 was applied.*

In the case of the kerbside recycling service, an exemption from the public tender process is considered applicable for the following reasons:

- (1) Extenuating circumstances -

Jones' Waste Management is the only organisation in the Cradle Coast region with a recyclables processing facility and collection vehicles to suit a crate collection system, and

- (2) The unavailability of competitive or reliable tenderers -

Tendering for the interim collections is unlikely to attract alternative tenders (to Jones') given the high safety risks perceived in the industry of the crate collection system.

A two year kerbside recyclables collection contract would not give a new contractor sufficient time to recover the cost of investing in collection vehicles.

(Council Minute No. 27/2008 - 29.01.2008)

## Strategic Plan's Future Directions - Governance

Provide details in relation to the *Public Interest Disclosures Act 2002*.

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 [www.centralcoast.tas.gov.au](http://www.centralcoast.tas.gov.au) 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.

Meet parking control statutory and regulatory obligations.

Car parks and streets regularly monitored, with 414 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 9a & 9b and 10a & 10b for details.

## Strategic Plan's Future Directions - Governance

*Table 9a - Determination of Full Cost Recovery Levels*

Table 9 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 (-1.26% p.a.).

Cost Item	Lower Limit (min. business viability) \$'000	Upper Limit (max. allowable revenue) \$'000
Operation and Maintenance	3,187	3,187
Administration and Overheads	412	412
Externalities	-	-
Taxes and Tax Equivalents	12	12
Cost of Asset Consumption	(a) 310	(b) 306
Interest and Dividends Paid	-	-
Cost of Capital	-	(c) 1,084
<i>Total</i>	<i>3,921</i>	<i>5,001</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 9b - Cost Recovery and Rate of Return Performance*

Total Revenue (\$'000)	3,722
Average Asset Valuation for Year (\$'000)	15,482
Real Rate of Return on Assets (% p.a.)	(d) -1.26

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

## Strategic Plan's Future Directions - Governance

*Table 10a - Determination of Full Cost Recovery Levels*

Table 10 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 (0.60% p.a.).

Cost Item	Lower Limit (min. business viability) \$'000	Upper Limit (max. allowable revenue) \$'000
Operation and Maintenance	1,305	1,305
Administration and Overheads	345	345
Externalities	-	-
Taxes and Tax Equivalents	15	15
Cost of Asset Consumption	(a) 755	(b) 873
Interest and Dividends Paid	8	-
Cost of Capital	-	(c) 2,644
<i>Total</i>	<i>2,428</i>	<i>5,182</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 10b - Cost Recovery and Rate of Return Performance*

Total Revenue (\$'000)	2,764
Average Asset Valuation for Year (\$'000)	37,766
Real Rate of Return on Assets (% p.a.)	(d) 0.60

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

## Strategic Plan's Future Directions - Governance

Develop a Financial Management Plan.	The development of a Financial Management Plan was deferred pending recommendations from the 'Sustainability of Local Government' working group report and further development of asset management plans. The Plan is expected to be completed in the 2009-2010 year.
Provide and coordinate the information technology and electronic communication services.	The Council has continued to update its database systems, websites and the geographic information system. Major upgrades this year included the Payroll System, and the programmed replacement of desktop personal computers.
Process statutory building/plumbing, environmental and health, and planning applications.	See Tables 11-16 below for details.

*Table 11 - Environmental Management Processing Times*

<i>Parameter</i> <i>Category</i>	<i>No. of Applications</i>	<i>Average No. of Days</i>	<i>Most No. of Days</i>	<i>Least No. of Days</i>
Special plumbing permits Statutory requirement is 18 days.	45	2.9	19	1
Food Business *	149	22.4	104	1
Public Health Risk Activity *	6	48.8	89	3
Place of Assembly *	37	8.8	54	1

\* Explanatory comment - delays in processing some applications were due to high staff turnover in the Environment and Health Group over the year.

## Strategic Plan's Future Directions - Governance

*Table 12 - Building Permit Processing Times - Council Building Surveyor*

<i>Parameter</i> <i>Category</i>	<i>No. of Applications</i>	<i>Average No. of Days</i>	<i>Most No. of Days</i>	<i>Least No. of Days</i>
All buildings	8	32.8	516	6
Dwellings	1	6	390	6
Units	2	21	171	21
Additions	3	96	405	6
Alterations	-	-	-	-
Outbuildings	2	8	516	6
Other buildings	-	-	-	-

Statutory requirement is 21 days.

Explanatory comment - Figures include days when the clock was stopped.

*Table 13 - Building Permit Processing Times - Private Building Surveyor*

<i>Parameter</i> <i>Category</i>	<i>No. of Applications</i>	<i>Average No. of Days</i>	<i>Most No. of Days</i>	<i>Least No. of Days</i>
All buildings	367	9.4	321	2
Dwellings	94	10.2	321	3
Units	25	12.1	50	5
Additions	75	8.3	174	2
Alterations	15	6.7	19	4
Outbuildings	130	9.0	66	2
Other buildings	28	10.2	92	3

Statutory requirement is 7 days.

Explanatory comment - Figures include days when the clock was stopped.



## Strategic Plan's Future Directions - Governance

*Table 14 - Building Approvals - Comparisons*

Parameter	2004-2005	2005-2006	2006-2007	2007-2008
<i>No. of Approvals</i>	419	437	441	375
<i>Total Value (\$)</i>	\$28,209,692	\$29,747,044	\$40,194,403	\$39,869,632
Dwellings - No. approved \$ value	79 \$15,211,517	74 \$15,453,395	94 \$20,974,390	95 \$22,580,730
Flats/Units - No. approved \$ value	30 \$4,013,508	42 \$4,957,000	53 \$7,574,300	27 \$3,378,000
Additions - No. approved \$ value	107 \$2,940,921	113 \$4,093,904	100 \$3,764,637	78 \$3,835,100
Alterations - No. approved \$ value	30 \$936,400	23 \$567,970	22 \$505,200	15 \$834,000
Outbuildings - No. approved \$ value	143 \$1,411,351	158 \$1,468,991	135 \$1,775,249	132 \$2,184,702
Other buildings - No. approved \$ value	30 \$3,695,995	27 \$3,205,784	37 \$5,600,627	28 \$7,057,100

Statutory requirement is 42 days.

## Strategic Plan's Future Directions - Governance

*Table 15 - Subdivision - Nett Lots Approved*

Locality	2007-2008
Rural	-1
Leith	0
Forth	4
Turners Beach	21
Ulverstone	46
Penguin	20
Sulphur Creek	0
Heybridge	13

*Table 16 - Planning Permit Processing Times*

Category	2007-2008	
	No. Applications	Av. No. of Days
Permitted	118	22
Discretionary - Developments	128	33
- Subdivisions	45	35

Statutory requirement is 42 days.

Provide 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 *Building Act 2000*.

Provide 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.

## Strategic Plan's Future Directions - Governance

Provide 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.
Provide land-use planning - development control, planning scheme development and review.	The Council is a Planning Authority for determining statutory planning applications.
Develop a Contemporary and Simplified Planning Scheme.	On March 2008 the Council received a Notice to Modify the Planning Scheme from the Resource Planning and Development Commission (RPDC). The modifications were subsequently made and by the Council's Land Use Planning Group and the scheme was returned to the RPDC for final approval by the Minister. Approval of the Central Coast Planning Scheme 2005 was received on 20 June 2008.
Provide waste management disposal facilities.	<p>Participated in Waste Management Strategy for Cradle Coast Region.</p> <p>Dulverton Waste Management (DWM), owned by the Central Coast, Devonport City, Latrobe and Kentish Councils, operates a regional landfill at Dulverton, Tasmania.</p> <p>The 2007-2008 financial year has been a very successful year for DWM having extended the life of the site, providing greater assistance to waste management in the region and continuing to grow financially. Major achievements for the year are:</p> <ul style="list-style-type: none"> <li>• Acquisition of an additional 20 hectares of land which will extend the life of the site beyond 60 years at current landfilling rates.</li> <li>• Construction of a new waste cell for the value of \$750,000 with a life of six years.</li> </ul>

## Strategic Plan's Future Directions - Governance

- Design and implementation of an Environmental Management System to manage site operations and environmental impact. The system gained certification to ISO14001 in early 2008.

Unaudited financial reports show a continued growth in financial sustainability with Councils' equity in the Authority growing from \$2.4m. in 2006-2007 to \$3.2m. in 2007-2008 of which Central Coast Council's share equates to approximately \$1.2m. Operating profits before tax increased by greater than 200% to \$621,637, which included a substantial increase in depreciation. Tax equivalents payable to member Councils increased to \$250,082 of which Central Coast Council will receive \$92,080.

## 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, including Australian Interpretations;
- (ii) specify any interests as notified to the General Manager of 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.

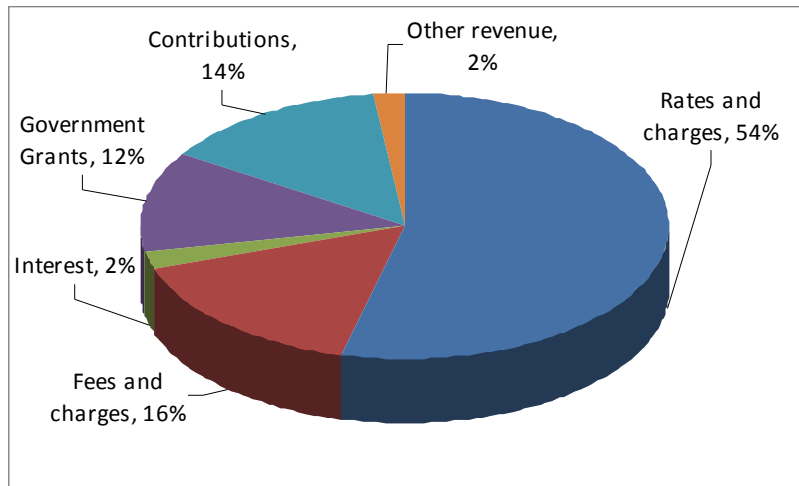
### Financial performance

An operating surplus of \$52,162 compared to a budgeted surplus of \$1,300,700 was reported this current financial year. The decrease from budget is principally attributable to increased depreciation expense. 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 54% 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 16%.

## Financial Statements and Audit Opinion

*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.

Increased operating capability before abnormal items for the year was \$52,162. A sum of \$112,428 was appropriated to fund principal repayments of debt, and \$2,405,607 was transferred to reserves to meet anticipated future needs, while \$2,899,563 was transferred from reserves to accumulated surplus to fund budgeted programs.

At 30 June 2008, the equity of the Council comprised an accumulated surplus of \$147,038,580 and reserves of \$161,958,556.

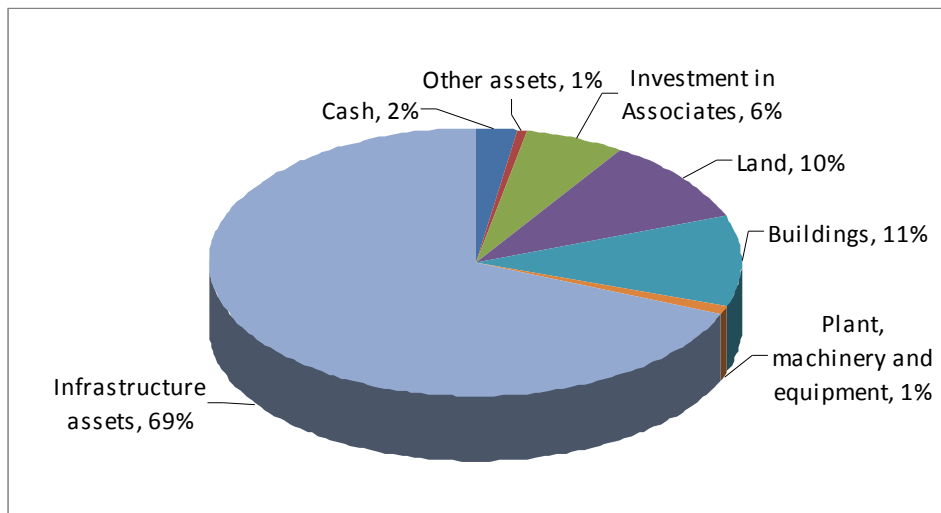
### Assets

Total assets of the Council at 30 June 2008 amount to \$315,519,932 as indicated in the Statement of Financial Position. There has been an increase of \$33,634,315 over

## Financial Statements and Audit Opinion

last financial year largely due to the revaluation of road assets, along with construction of new and the upgrade of existing assets. The Council's investment in associates, Cradle Coast Water and Dulverton Regional Waste Management Authority, also increased by 9%. Indicated in Chart 2 is the mix of total assets at 30 June 2008.

*Chart 2 - Mix of Total Assets*



### Liabilities

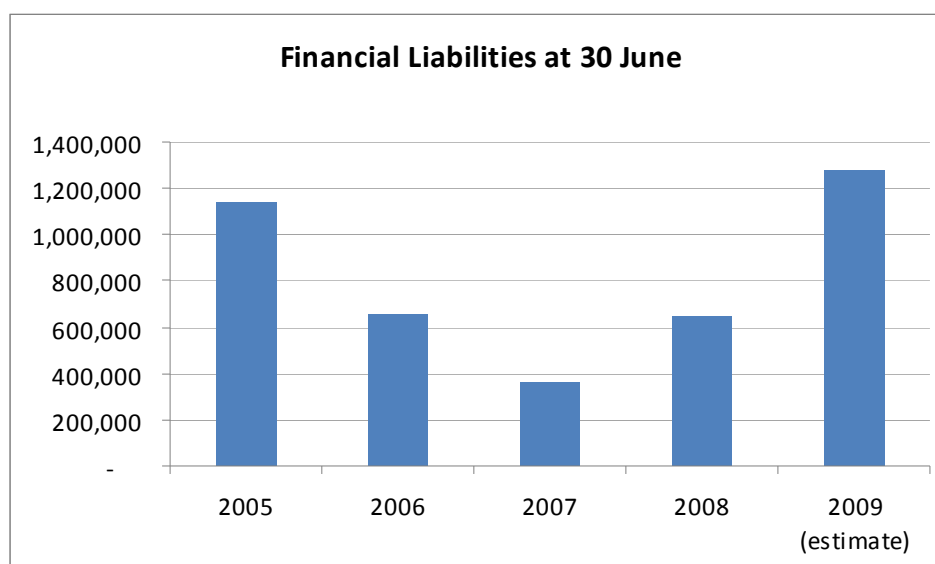
Total liabilities at 30 June 2008 amounted to \$6,522,796, a 15% increase from 30 June 2007. Liabilities comprised mainly employee provisions \$3,920,457 and payables \$1,674,328. Payables increased by 50% due largely to payments outstanding for capital projects completed in June. Interest bearing loans amount to \$650,717, an increase of 79% on interest bearing loans at 30 June 2007. All other liabilities were comparable with previous years.

### Debt administration

While repayments of \$112,428 were made during the year, borrowing costs (interest) of \$19,730 were charged. A new loan of \$400,000 was taken up in June 2008 to assist with the Ulverstone Showground Redevelopment. Indicated on Chart 3 is the level of debt owing by the Council over the last four years and estimated debt owing at the end of the 2008-2009 financial year. The Council's exposure to debt at 30 June 2008, given a debt exposure ratio of 2.07%, is considered to be responsible and manageable.

## Financial Statements and Audit Opinion

*Chart 3 - Borrowings*



### Financial ratios of the accounts

*Table 17 - Financial Ratios of the Accounts*

	2007-2008	2006-2007
Rate coverage ratio: (rates and charges revenue/total revenue)	53.37%	57.47%
Rate collection ratio: (rates receivables/rates and charges)	2.30%	2.19%
Debt payment ratio: (debt servicing cost/total revenue)	0.07%	0.13%
Debt exposure ratio: (total liabilities/total assets)	2.07%	1.96%
Government grants per capita: (grant revenue/population)	\$154	\$143
Expenditure per capita: (operating expenses/population)	\$1,248	\$1,117
Working capital ratio: (current assets/current liabilities)	2.17:1	2.72:1



## 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 2008, the net wealth of the Central Coast Council, as indicated in the Statement of Financial Position, amounted to \$308,997,136, a \$24,753,481 increase over the opening equity at the beginning of the year. A favourable working capital ratio of 2.17:1 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

### Acknowledgements

**Photos:** Jake Jacobson and Penguin High School Photography Enterprise Group\*; Mark Vernon, Daryl Jones, Eye in the Sky.

**Cover:** Penguin Point.

# Financial Report

for the year ended 30 June 2008

## Appendix A

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## Income Statement for the year ended 30 June 2008

	Note	2007/08 Estimate	2007/08 Actual	2006/07 Actual
<b>REVENUES</b>				
Rates and charges	3	14,194,000	14,178,836	13,480,350
Fees and charges	4	4,234,700	4,260,615	3,882,129
Interest	5	725,000	605,237	697,640
Government Grants		3,306,000	3,271,925	3,047,844
Contributions	6	3,570,089	3,693,272	2,046,807
Share of profit/(losses) of associates	20	–	123,319	195,918
Other revenue	7	121,000	326,778	194,146
Net gain/(loss) on disposal of assets	8	–	108,552	(88,459)
<b>TOTAL REVENUES</b>		<b>26,150,789</b>	<b>26,568,534</b>	<b>23,456,375</b>
<b>EXPENSES</b>				
Employee costs	9	8,300,089	8,365,659	7,986,510
Materials and contracts	10	10,325,000	10,749,505	9,276,562
Borrowing costs		24,000	19,730	31,192
Depreciation and amortisation	11	5,944,000	7,128,120	6,216,633
Other expenses	12	257,000	253,358	235,528
<b>TOTAL EXPENSES</b>		<b>24,850,089</b>	<b>26,516,372</b>	<b>23,746,425</b>
<b>SURPLUS/(DEFICIT) FOR THE PERIOD</b>		<b>\$ 1,300,700</b>	<b>\$ 52,162</b>	<b>\$ (290,050)</b>

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

## Balance Sheet as at 30 June 2008

	Note	2007/08	2006/07
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and cash equivalents	13	1,013,225	1,692,972
Receivables	14	1,068,878	1,313,090
Financial assets	15	6,715,811	6,403,786
Inventories	16	71,502	65,256
Land held for resale	17	210,000	85,000
Other assets	18	386,399	531,762
<b>Total Current Assets</b>		<b>9,465,815</b>	<b>10,091,866</b>
<b>Non-current Assets</b>			
Capital work in progress	19	2,983,404	1,530,342
Receivables	14	102,758	117,607
Investment in Associates	20	19,693,848	18,071,545
Other assets	18	134,240	147,664
Property, plant and infrastructure	21	283,139,867	259,979,432
<b>Total Non-current Assets</b>		<b>306,054,117</b>	<b>279,846,590</b>
<b>TOTAL ASSETS</b>		<b>315,519,932</b>	<b>289,938,456</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Payables	22	1,674,328	1,117,173
Provisions	23	2,331,612	2,115,61
Financial liabilities	24	75,649	112,428
Other liabilities	25	277,294	365,240
<b>Total Current Liabilities</b>		<b>4,358,883</b>	<b>3,710,455</b>
<b>Non-current Liabilities</b>			
Provisions	23	1,588,845	1,733,629
Financial liabilities	24	575,068	250,717
<b>Total Non-current Liabilities</b>		<b>2,163,913</b>	<b>1,984,346</b>
<b>TOTAL LIABILITIES</b>		<b>6,522,796</b>	<b>5,694,801</b>
<b>NET ASSETS</b>		<b>\$ 308,997,136</b>	<b>\$ 284,243,655</b>
<b>EQUITY</b>			
Accumulated Surplus		147,038,580	146,492,462
Reserves	26	161,958,556	137,751,193
<b>TOTAL EQUITY</b>		<b>\$ 308,997,136</b>	<b>\$ 284,243,655</b>

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

## Statement of Changes in Equity for the year ended 30 June 2008

	Opening Balance	Direct Adjustments	Prior Period Adjustment	Surplus/ (Deficit) for the Period	Transfers to Reserve	Transfers from Reserve	Closing Balance
<b>Asset Revaluation Reserve – Council</b>							
2007/08	119,093,823	23,030,679	–	–	–	–	142,124,502
2006/07	90,862,243	28,231,580	–	–	–	–	119,093,823
<b>Asset Revaluation Reserve – Associate</b>							
2007/08	13,870,089	1,670,640	–	–	–	–	15,540,729
2006/07	8,340,726	5,529,363	–	–	–	–	13,870,089
<b>Asset Replacement Reserve</b>							
2007/08	2,835,743	–	–	–	1,154,621	(1,309,491)	2,680,87
2006/07	2,802,324	–	–	–	1,474,930	(1,441,511)	2,835,743
<b>Sewerage and Water Reserve</b>							
2007/08	216,917	–	–	–	868,543	(1,069,000)	16,460
2006/07	762,424	–	–	–	774,493	(1,320,000)	216,917
<b>Fire Services Reserve</b>							
2007/08	17,004	–	–	–	–	(8,018)	8,986
2006/07	15,753	–	–	–	1,524	(273)	17,004
<b>Garbage Collection Reserve</b>							
2007/08	1,093	–	–	–	9,429	–	10,522
2006/07	(4,846)	–	–	–	5,939	–	1,093
<b>Special Projects Reserve</b>							
2007/08	1,716,524	–	–	–	373,014	(513,054)	1,576,484
2006/07	1,890,760	–	–	–	291,861	(466,097)	1,716,524
<b>Total Reserves</b>							
2007/08	137,751,193	24,701,319	–	–	2,405,607	(2,899,563)	161,958,556
2006/07	104,669,384	33,760,943	–	–	2,548,747	(3,227,881)	137,751,193
<b>Accumulated Surplus</b>							
2007/08	146,492,462	–	–	52,162	(2,405,607)	2,899,563	147,038,580
2006/07	145,844,565	–	258,813	(290,050)	(2,548,747)	3,227,881	146,492,462
<b>Total Equity</b>							
2007/08	\$ 284,243,655	\$ 4,701,319	\$ –	\$ 52,162	\$ –	\$ –	\$308,997,136
2006/07	\$ 250,513,949	\$ 33,760,943	\$ 258,813	\$ (290,050)	\$ –	\$ –	\$ 284,243,655

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

## Statement of Cashflows for the year ended 30 June 2008

	Note	2007/08	2006/07
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>			
Rates and charges		14,148,551	13,495,243
Fees and charges		5,217,008	3,998,288
Interest		605,237	697,640
Government Grants		3,271,925	3,047,844
Contributions		3,583,052	2,298,904
Dividend revenue		171,656	164,771
Refund of GST tax credits		1,180,576	913,935
Other revenue		326,778	194,146
<b>Total Receipts</b>		<b>28,504,783</b>	<b>24,810,771</b>
<b>Payments</b>			
Employee costs		8,180,236	7,964,620
Materials and contracts		12,423,004	10,536,907
Borrowing costs		19,730	37,276
Other expenses		253,358	235,528
<b>Total Payments</b>		<b>20,876,328</b>	<b>18,774,331</b>
<b>NET CASH FLOWS FROM OPERATING ACTIVITIES</b>	<b>27</b>	<b>\$ 7,628,455</b>	<b>\$ 6,036,440</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Proceeds from sale of land		338,640	343,922
Proceeds from sale of plant and equipment		466,779	441,382
Payments for property, plant and equipment		(9,089,168)	(6,348,946)
Increase/(Decrease) in Financial Assets		(312,025)	110,099
<b>NET CASH FLOWS FROM INVESTING ACTIVITIES</b>		<b>\$ (8,595,774)</b>	<b>\$ (5,453,543)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
New loans		400,000	
Loan repayments		(112,428)	(290,915)
<b>NET CASH FLOWS FROM FINANCING ACTIVITIES</b>		<b>\$ 287,572</b>	<b>\$ (290,915)</b>
<b>NET INCREASE/(DECREASE) IN CASH</b>		<b>\$ (679,747)</b>	<b>\$ 291,982</b>
Opening Cash Balance		1,692,972	1,400,990
<b>Closing Cash Balance</b>	<b>13</b>	<b>\$ 1,013,225</b>	<b>\$ 1,692,972</b>

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



## Notes to and forming part of the Financial Report

### 1 Significant Accounting Policies

The principal accounting policies adopted in the preparation of the financial report are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### Statement of Compliance

This general purpose financial report of the Central Coast Council (the Council) has been prepared in accordance with Australian Accounting Standards, including Australian Interpretations, and the *Local Government Act 1993* (as amended).

The following standards have been applied for the first time in the 2007/08 reporting year:

Standard	Title	Operative date *	Impact
AASB 7	Financial Instruments	1 January 2007	Application has no impact on the Council's financial results. For financial instrument disclosures see Note 30.
AASB 102	Inventories	1 July 2007	Application has no impact on the Council's financial results.

\* Annual reporting periods beginning on or after

The following standards and amendments were available for early adoption but have not been applied by the Council in the financial report:

Standard	Title	Operative date *	Impact
AASB 1004	Contributions	1 July 2008	This Standard broadly reproduces the requirements relating to contributions contained in AAS 27, there will be no direct impact on the financial report.
AASB 1051	Land Under Roads	1 July 2008	The impact of any changes that may be required to the valuation of land under roads cannot be readily estimated and is not disclosed in the financial report.

## Notes to and forming part of the Financial Report

Standard	Title	Operative date *	Impact
AASB 1052	Disaggregated Disclosures	1 July 2008	This Standard broadly reproduces the requirements relating to disaggregated disclosures contained in AAS 27, there will be no direct impact on the financial report.
AASB 2007-8	Amendments to Australian Accounting Standards arising from AASB 101 Presentation of Financial Statements	1 January 2009	Revised AASB 101 introduces the 'Statement of Comprehensive Income'. It does not change the recognition, measurement or disclosure of transactions or events required by other AASBs. The Council has not yet determined the potential effect of the revised standard on the Council's disclosure.
AASB 2007-9	Amendments to Australian Accounting Standards arising from the review of AAS 27	1 July 2008	As this Standard broadly reproduces the requirements relating to certain relevant requirements contained in AAS 27, there will be no direct impact on the financial report.
AASB 123	Borrowing Costs	1 January 2009	Initial application is not expected to have an impact on the Council's financial results as the transitional provisions of the standard do not require retrospective application.

\* Annual reporting periods beginning on or after

Australian Accounting Standards include Australian equivalents to International Financial Reporting Standards (AIFRSs). Some AIFRSs contain requirements specific to not-for-profit entities that are inconsistent with IFRS requirements.

The Council is required to comply with AAS 27 "Financial Reporting by Local Government" and where AAS 27 conflicts with AIFRS, the requirements of AAS 27 have been applied. Where AAS 27 makes reference to another Australian accounting standard, the new AIFRS have been applied.

Except to the extent that these special provisions require, this financial report complies with AIFRSs.

## Notes to and forming part of the Financial Report

### **Basis of Preparation**

This financial report has been prepared as a going concern on an accrual basis and is based on historic costs, modified where applicable, by the measurement of selected non-current assets, financial assets and financial liabilities.

In the application of AIFRS, management is required to make judgements, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstance, the results of which form the basis of making the judgements. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

Judgements made by management in the application of AIFRS that have significant effects on the financial statements and estimates with a significant risk of material adjustments in the next year are disclosed, where applicable, in the relevant notes to the financial statements.

### **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 Council as a single unit, all transactions and balances between the Council and special committees (for example loans and transfers) have been eliminated. The recording of transactions and balances for internal borrowings has been eliminated.

#### *Trust Funds*

The financial report of the Council incorporates only those trust items over which the Council has control.

The Council receives monies as an agent 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.

## Notes to and forming part of the Financial Report

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

### **Revenue Recognition**

Revenue is measured at the fair value of the consideration received or receivable. Revenue is measured on major income categories as follows:

#### *Rates, grants and contributions*

Rates, grants, donations and other contributions (including developer contributions) are recognised as revenues when the Council obtains control over the assets comprising these receipts.

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates. A provision for impairment on rates receivable has not been established as unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold.

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 the 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 the Council obtains control over the assets comprising the contributions and donations.

#### *Fees and charges*

User fees and fines are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs. A provision for impairment is recognised when collection in full is no longer probable.

## Notes to and forming part of the Financial Report

### *Sale of property, plant and equipment*

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

### *Interest*

Interest is recognised as it accrues and includes the gain on financial assets at fair value through profit and loss.

### **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 the 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.

### **Impairment of Assets**

Assets that have an indefinite useful life are not subject to amortisation and are tested annually for impairment. Assets that are subject to amortisation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

## Notes to and forming part of the Financial Report

For non-cash generating assets of the Council such as roads, drains, public buildings and the like, value in use is represented by the deprival value of the asset approximated by its written down replacement cost.

### Revaluation of Non-Current Assets

The Council has adopted the following valuation bases for its non-current assets:

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

At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value.

Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued by application of an applicable index.

In addition, the Council undertakes a formal revaluation of asset classes measured on the fair value basis with sufficient regularity on a three-year rolling cycle. The cost of acquisitions and capital works during the year is considered to represent their fair value.

### Depreciation and Amortisation of Non-Current Assets

Buildings, land improvements, plant and equipment, infrastructure and other assets having limited useful lives are systematically depreciated over their economic life to the Council at a rate of depreciation that reflects the expiration of the service potential of the assets. Depreciation rates and methods are reviewed annually.

Depreciation is recognised on a straight-line basis and is reviewed each reporting period. Rates of depreciation reflect the consumption of the service potential of these assets.

## Notes to and forming part of the Financial Report

Land is not a depreciable asset.

The current depreciation methods and useful lives 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

### *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.

### *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 therefore the value of the asset remains constant.

### **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 replacement value. Materials are taken into the store at cost and issued at average cost.

### **Land held for resale**

Land held for development and/or resale is valued at the lower of the carrying amount and fair value less costs to sell. The carrying amount 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.

## Notes to and forming part of the Financial Report

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

### **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 re-sheeting	expensed
tar patching	expensed
maintenance	expensed

### **Land Under Roads**

The Council has elected not to recognise land under roads as an asset in accordance with AASB 1045 Land under Roads which extends the requirement to recognise and measure land under roads as an asset of the Council until the end of the first financial reporting period ending on or after 31 December 2007.

### **Employee Benefits**

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

#### *Wages and Salaries*

Liabilities for wages and salaries and rostered days off are recognised and are measured as the amount unpaid at balance date and include appropriate on-costs (superannuation).



## Notes to and forming part of the Financial Report

### *Annual Leave*

Annual leave entitlements are accrued on a pro rata basis in respect of services provided by employees up to balance date and are measured at the amount expected to be paid, including appropriate on-costs (superannuation, payroll tax and insurance), when the accrued obligation is settled. Amounts expected to be settled beyond 12 months have not been inflated and discounted to their present value in accordance with AASB 119 "Employee Benefits" as the impact has been assessed as immaterial.

### *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 the reporting period is the amount of the statutory contribution the 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 31.

### *Long Service Leave*

The Council has 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 the Council expects to pay as at reporting date for all employees with five or more years of service and includes related on-costs (superannuation).

### **Number of Employees**

At 30 June the Council employed the following number of staff:

	<b>2008</b>	<b>2007</b>
Permanent	152	150
Casuals	49	49

## Notes to and forming part of the Financial Report

### **Allocation between Current and Non-Current**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where the Council does not have the unconditional right to defer settlement beyond 12 months, such as long service leave, the liability is classified as current even if not expected to be settled within the next 12 months.

### **Cash and Cash Equivalents**

Cash and cash equivalents includes cash on hand, deposits at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value. Cash equivalents are held for the purpose of meeting short-term cash commitments rather than for investment or other purposes.

### **Capital Management**

The Council manages its capital to ensure that it will be able to continue as a going concern. The Council seeks to maintain a balance between the higher returns that might be possible with higher levels of borrowings and the advantages and security afforded by a sound capital position. The Council determines its annual rates, fees and charges to ensure adequate revenue is raised to cover anticipated outgoings, including payments for property, plant and infrastructure assets.

The capital structure of the Council consists of debt, which includes borrowings (Note 24), cash and cash equivalents (Note 13), other financial assets which represent managed funds (Note 15) and equity comprising accumulated surpluses and reserves (Note 26).

The Council is not subject to externally imposed capital requirements apart from the borrowing limits established under the Local Government Act 1993 (as amended). These limits are detailed in the Liquidity Risk section of Note 30.

There were no changes in the Council's approach to capital management during the year.

## Notes to and forming part of the Financial Report

### Financial Assets

The Council classifies its financial assets into the following categories:

- . Financial assets at fair value through profit or loss;
- . Loans and receivables;

The classification depends on the purpose for which the financial assets were acquired. Management determines the classification of its financial assets at initial recognition and re-evaluates this designation at each reporting date.

#### *Financial assets at fair value through profit or loss*

This category has two sub-categories:

- . financial assets held for trading, and
- . those designated at fair value through profit or loss on initial recognition.

A financial asset is classified in this category if acquired principally for the purpose of selling in the short term or if so designated by the Council. The policy of the Council is to designate a financial asset if there exists the possibility it will be sold in the short term and the asset is subject to frequent changes in fair value.

Assets in this category are classified as current assets if they are either held for trading or are expected to be realised with 12 months of the reporting date. These financial assets are stated at fair value, with any resultant gain or loss recognised in profit or loss.

The Council has no financial assets held for trading.

#### *Loans and Receivables*

This category includes trade receivables, loans and other receivables. These assets are recorded at amortised cost less impairment. They are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They arise when the Council provides money, goods or services directly to a debtor with no intention of selling the receivable.

They are included in current assets, except for those with maturities greater than 12 months after the reporting date, which are classified as non-current. Loans and receivables are included in receivables in the balance sheet.

## Notes to and forming part of the Financial Report

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

The fair value of financial assets and liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is based on quoted market prices at the balance sheet date.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. These include reference to quoted market prices or dealer quotes for similar instruments and discounted cash flow analysis.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values. The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

### **Accruals/Prepayments**

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

### **Accounting for Investments in Associates**

The Council's investment in associates is accounted for using the equity method as the Council has the ability to influence rather than control the operations of the entities. The investment is initially recorded at the cost of acquisition and adjusted thereafter for post-acquisition changes in the Council's share of the net assets of the entities. The Council's share of the financial result of the entities is recognised in the income statement.

The Council has determined that its investments in Cradle Coast Water and the Dulverton Regional Waste Management Authority are investments in associates. Refer to Note 20 for further details.

### **Provision for Aged Person Unit (APU) Contributions**

The liability for Aged Persons Units is comprised of contributions received from tenants upon entry to units owned by the Council. The contributions are amortised over a specified term. Refer to Note 23.

## Notes to and forming part of the Financial Report

### Significant Business Activities

Amendments to the Local Government Act as at 30 June 1999 under section 84(2)(da) require 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 33.

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 and land tax 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% that 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 of GST recoverable or payable to the ATO is included as a current asset or current liability in the Balance Sheet.

## Notes to and forming part of the Financial Report

Cash flows are included in the Cash Flow Statement 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.

### **Comparative and Budget Information**

Where necessary by accounting standards, comparative information has been adjusted to conform with changes in presentation for the current year.

The estimated revenue and expense amounts in the Income Statement represent amended budget figures. Budget figures are not audited.

### **Rounding**

Unless otherwise stated, amounts in the financial report have been rounded to the nearest dollar.

## Notes to and forming part of the Financial Report

### 2 Functions/Activities of the Council

(a) Revenue, expenditure and assets attributable to each function as categorised in (c) below:

	Grants	Other	Total Revenue	Total Expenditure	Surplus/ (Deficit)	Assets
<b>Governance and Administration</b>						
2007/08	276,000	663,603	939,603	3,000,016	(2,060,413)	15,317,135
2006/07	237,000	844,610	1,081,610	2,820,355	(1,738,745)	16,342,352
<b>Roads, Streets and Bridges</b>						
2007/08	1,275,000	1,526,770	2,801,770	5,762,236	(2,960,466)	141,754,257
2006/07	1,265,844	781,393	2,047,237	5,382,912	(3,335,675)	117,592,998
<b>Water</b>						
2007/08	–	3,630,159	3,630,159	3,768,360	(138,201)	34,403,101
2006/07	–	3,304,645	3,304,645	3,479,456	(174,811)	33,510,678
<b>Sewerage</b>						
2007/08	–	2,731,905	2,731,905	2,525,918	205,987	40,160,567
2006/07	–	2,728,130	2,728,130	2,403,762	324,368	40,308,848
<b>Drainage</b>						
2007/08	317,000	12,322	329,322	443,391	(114,069)	17,990,397
2006/07	367,000	25,289	392,289	417,544	(25,255)	18,132,596
<b>Waste Management</b>						
2007/08	230,000	1,358,509	1,588,509	2,288,384	(699,875)	3,414,725
2006/07	308,000	1,208,009	1,516,009	2,124,520	(608,511)	2,463,523
<b>Environmental Health</b>						
2007/08	22,000	36,903	58,903	323,330	(264,427)	65,043
2006/07	–	16,073	16,073	277,409	(261,336)	51,727
<b>Planning Services</b>						
2007/08	–	98,636	98,636	625,551	(526,915)	41,741
2006/07	–	44,746	44,746	418,628	(373,882)	47,801

## Notes to and forming part of the Financial Report

	Grants	Other	Total Revenue	Total Expenditure	Surplus/ (Deficit)	Assets
<b>Building Control</b>						
2007/08	–	162,861	162,861	392,999	(230,138)	64,248
2006/07	–	223,796	223,796	484,153	(260,357)	70,320
<b>Community Amenities</b>						
2007/08	453,000	591,463	1,044,463	1,670,162	(625,699)	18,323,433
2006/07	144,000	516,492	660,492	1,240,454	(579,962)	18,266,778
<b>Community Services</b>						
2007/08	63,000	1,426,700	1,489,700	1,799,403	(309,703)	1,895,538
2006/07	44,000	1,103,525	1,147,525	1,374,871	(227,346)	1,738,114
<b>Recreation Facilities</b>						
2007/08	534,000	1,499,942	2,033,942	2,721,008	(687,066)	37,864,279
2006/07	661,000	455,337	1,116,337	2,339,812	(1,223,475)	37,185,821
<b>Economic Development</b>						
2007/08	–	210,930	210,930	460,585	(249,655)	4,225,468
2006/07	21,000	306,744	327,744	392,503	(64,759)	4,226,900
<b>Other – Not Attributable</b>						
2007/08	101,925	9,345,906	9,447,831	735,029	8,712,802	–
2006/07	–	8,849,742	8,849,742	590,046	8,259,696	–
<b>Total</b>						
2007/08	\$ 3,271,925	\$23,296,609	\$26,568,534	\$26,516,372	\$ 52,162	\$315,519,932
2006/07	\$ 3,047,844	\$ 20,408,531	\$ 23,456,375	\$ 23,746,425	\$ (290,050)	\$ 289,938,456

(b) Reconciliation of Assets from note 2(a) with Balance Sheet as at 30 June:

	2008	2007
Current assets	9,465,815	10,091,866
Non-current assets	306,054,117	279,846,590
	<u>\$ 315,519,932</u>	<u>\$ 289,938,456</u>



## Notes to and forming part of the Financial Report

(c) The activities of 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 road, 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.

### ***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.

## Notes to and forming part of the Financial Report

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 fulfil 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.

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>3 Rates and Charges</b>		
Rates levied	14,758,031	13,938,516
Revenue in advance	45,819	80,466
Early payment discount	(544,412)	(506,100)
Rates remitted	(80,602)	(32,532)
<b>Net Rates and Charges</b>	<b>\$ 14,178,836</b>	<b>\$ 13,480,350</b>

### *Prior period adjustment*

The Council's 2006/07 financial report included \$339,279 prepaid rates as prepaid revenue. An adjustment has been made to account for prepaid rates as rate revenue.

Rates received in advance as at 1 July 2006, \$258,813, is recorded as a prior period adjustment in the Statement of Changes in Equity. Increases in prepaid rates of \$80,466 and \$45,819 for 2006/07 and 2007/08 respectively are shown as revenue in advance above.

<b>4 Fees and Charges</b>		
Certificate charges	163,694	133,256
Child care fees	412,482	403,329
Excess water charges	184,208	257,244
Rental of aged persons home units	169,431	161,978
Rental of Ganesway units	136,026	130,220
Resource Recovery Centre – entry fees	306,091	263,989
Special user charges – sewerage	551,233	577,778
Special user charges – water	882,024	730,939
Other fees and charges	1,455,426	1,223,396
<b>Total Fees and Charges</b>	<b>\$ 4,260,615</b>	<b>\$ 3,882,129</b>

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>5 Interest</b>		
Interest	293,212	370,230
Gains from financial assets at fair value through profit and loss	312,025	327,410
<b>Total Interest</b>	<b>\$ 605,237</b>	<b>\$ 697,640</b>
<b>6 Contributions</b>		
Capital contributions	2,837,629	1,349,407
Child care contributions	537,787	443,071
Other contributions	317,856	254,329
<b>Total Contributions</b>	<b>\$ 3,693,272</b>	<b>\$ 2,046,807</b>
<b>7 Other Revenue</b>		
Reimbursements	47,992	91,530
Private works	98,817	102,616
Flood damage reimbursed	179,969	-
<b>Total Other Revenue</b>	<b>\$ 326,778</b>	<b>\$ 194,146</b>
<b>8 Disposal of Assets</b>		
Proceeds from sale of land	338,640	343,922
Cost of land sold	(273,000)	(293,353)
	65,640	50,569
Proceeds from sale of plant	466,779	441,382
Written down value of plant sold	(319,273)	(561,477)
	147,506	(120,095)
Proceeds from disposal of other assets	-	-
Written down value of assets disposed	(104,594)	(18,933)
	(104,594)	(18,933)
	<b>\$ 108,552</b>	<b>\$ (88,459)</b>

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>9 Employee Costs</b>		
Gross salary and wages	6,186,283	6,050,668
Leave paid/accrued	1,404,738	1,277,111
Superannuation	829,182	780,079
Payroll tax	463,723	427,022
Other employee costs	230,480	176,106
<b>Total Employee Costs</b>	<b>9,114,406</b>	<b>8,710,986</b>
Less capitalised employee costs	(748,747)	(724,476)
<b>Total Employee Costs Expensed</b>	<b>\$ 8,365,659</b>	<b>\$ 7,986,510</b>
<b>10 Materials and Contracts</b>		
Computer maintenance	178,458	151,213
Contributions to LGAT/CCA	191,404	186,570
Fire service contribution	387,205	346,830
Garbage collection contracts	953,471	901,165
Insurance	229,099	236,745
Land Tax	347,824	243,217
Street lighting power charges	271,355	247,204
Water purchases and charges	2,769,658	2,613,845
Other materials and contracts	5,421,031	4,349,773
<b>Total Materials and Contracts</b>	<b>\$ 10,749,505</b>	<b>\$ 9,276,562</b>
<b>11 Depreciation and Amortisation</b>		
Amortisation of municipal revaluation	33,560	33,560
Bridges	257,833	245,074
Buildings	1,169,086	676,801
Drainage	338,348	277,312
Environmental	67,960	69,285
Furniture and equipment	135,086	133,147
Plant and machinery	614,159	483,394
Recreation facilities	266,832	256,293
Roads and streets	3,160,743	2,990,071
Sewerage	817,651	803,458
Water supply	266,862	248,238
<b>Total Depreciation and Amortisation</b>	<b>\$ 7,128,120</b>	<b>\$ 6,216,633</b>

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>12 Other Expenses</b>		
Audit services	20,255	17,571
Councillors emoluments	233,103	217,957
<b>Total Other Expenses</b>	<b>\$ 253,358</b>	<b>\$ 235,528</b>
<b>13 Cash and Cash Equivalents</b>		
Cash at bank and on hand	464,759	380,626
Cash Management Account	548,466	1,312,346
<b>Total Cash and Cash equivalents</b>	<b>\$ 1,013,225</b>	<b>\$ 1,692,972</b>
<b>14 Receivables</b>		
<i>Current receivables</i>		
Rates receivable	325,995	295,710
Less allowance for impaired debts	-	-
	325,995	295,710
Loans and advances	14,849	26,043
Other debtors	728,034	991,337
Less allowance for impaired debts	-	-
	742,883	1,017,380
	1,068,878	1,313,090
<i>Non-current receivables</i>		
Loans and advances	102,758	117,607
	102,758	117,607
<b>Net Receivables</b>	<b>\$ 1,171,636</b>	<b>\$ 1,430,697</b>
<b>15 Financial Assets</b>		
Managed funds	6,715,811	6,403,786
<b>Total Financial Assets</b>	<b>\$ 6,715,811</b>	<b>\$ 6,403,786</b>

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>16 Inventories</b>		
Stores (at average cost)	71,502	65,256
<b>Total Inventories</b>	<b>\$ 71,502</b>	<b>\$ 65,256</b>
<b>17 Land Held for Resale</b>		
Current property assets	210,000	85,000
<b>Total Land Held for Resale</b>	<b>\$ 210,000</b>	<b>\$ 85,000</b>
<b>18 Other Assets</b>		
<i>Current other assets</i>		
Accrued revenue	197,474	346,879
Prepaid expense	188,925	184,883
	<u>386,399</u>	<u>531,762</u>
<i>Non-current other assets</i>		
Prepaid expense	134,240	147,664
	<u>134,240</u>	<u>147,664</u>
<b>Total Other Assets</b>	<b>\$ 520,639</b>	<b>\$ 679,426</b>
<b>19 Capital work in progress</b>		
Opening balance	1,530,342	1,489,003
Transfers in/(out)	1,453,062	41,339
Closing balance – cost	<b>\$ 2,983,404</b>	<b>\$ 1,530,342</b>
<b>20 Investment in Associates</b>		
Cradle Coast Water	18,803,676	17,722,747
Dulverton Regional Waste Management Authority	890,172	348,798
	<b>\$ 19,693,848</b>	<b>\$ 18,071,545</b>

## Notes to and forming part of the Financial Report

30-Jun-08

30-Jun-07

### Cradle Coast Water

The Council is a partner in Cradle Coast Water, a Joint Authority established under the Local Government Act. The primary activity of the Authority is to collect, treat and supply bulk drinking water to the six councils on the North West Coast of Tasmania. Other partners in this Joint Authority are Circular Head, Devonport City, Kentish, Latrobe and Waratah Wynyard. The Council's investment in the Authority at 30 June 2008, \$18,803,676, has been calculated by reference to the Authority's equity at 30 June 2007.

The Council's ownership interest in the Authority at 30 June 2008 was 26.409%. The proportion of voting power held in the Authority is 25%.

There were no contingent liabilities disclosed by the Authority.

#### *Share of Profit of Authority*

Authority's profit/(loss) before tax	1,299,936	1,236,514
Authority's tax expense	(389,981)	(374,339)
Authority's profit/(loss) after tax	909,955	862,175

<i>Calculated share of profit before tax</i>	<i>343,300</i>	<i>326,551</i>
<i>Calculated share of tax expense</i>	<i>(102,990)</i>	<i>(98,859)</i>
<i>Calculated share of profit after tax</i>	<i>240,310</i>	<i>227,692</i>

Share of dividends paid by authority	(164,765)	(196,544)
Actual dividends received by Council	171,656	164,771

Share of Profit of Authority	247,201	195,918
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#### *Movement in Carrying Value of Investment*

Carrying value of investment at start of year	17,722,747	12,162,237
Share in profit after tax for year	247,201	195,918
Share in asset revaluation	1,005,384	5,529,363
Distribution received by Council	(171,656)	(164,771)

Carrying value of investment at end of year	<b>\$ 18,803,676</b>	<b>\$ 17,722,747</b>
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*The Authority's assets, liabilities and revenue for the relevant financial years were:*

	<b>2006/07</b>	<b>2005/06</b>
Total Assets	105,097,951	98,851,820
Total Liabilities	33,896,178	31,743,081
Revenue	7,201,540	6,305,812



## Notes to and forming part of the Financial Report

30-Jun-08

30-Jun-07

### Dulverton Regional Waste Management Authority

The Council is a partner in the Dulverton Regional Waste Management Authority, a Joint Authority established under the Local Government Act. The primary activity of the Authority is to operate a regional landfill site at Dulverton. Other partners in this Joint Authority are Devonport City, Latrobe and Kentish Councils.

The Council's ownership interest in the Authority at 30 June 2008 was 36.82%. The proportion of voting power held in the Authority is 25%.

The initial investment in the landfill of \$348,798 was treated as a loan to the Authority and disclosed as a non-current loan receivable.

In May 2007, the Council gave approval to the Authority to convert its loan into 36.82% equity, which became effective 30 June 2007. The Council wrote off its loan receivable of \$348,798 and recognised an investment in an associate for the same amount. The investment was not equity accounted in 2006/07 as financial information for the Authority was not yet available.

On 1 July 2007, the balance of the investment was increased from \$348,798 to \$890,172 (an increase of \$541,374) to reflect the Council's share of the Authority's equity at 30 June 2007. The Council's Asset Revaluation Reserve relating to Associates was also increased by \$665,256 to reflect the Council's share of the Authority's reserve. The difference between the increase in the Asset Revaluation Reserve and the increase in the investment of \$123,882 has been recognised in the Income Statement as a share of associate's losses.

There were no quantified contingent liabilities disclosed by the Authority.

#### *Movement in Carrying Value of Investment*

Carrying value of investment at start of year	348,798
Share in profit/(loss) after tax for year	(123,882)
Share in asset revaluation	665,256
Carrying value of investment at end of year	<b>\$ 890,172</b>

#### *The Authority's assets, liabilities and revenue for the relevant financial years were:*

	<b>2006/07</b>	<b>2005/06</b>
Total Assets	5,495,354	3,465,414
Total Liabilities	3,077,723	4,968,446
Revenue	2,175,304	1,980,355

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>21 Property, plant and infrastructure</b>		
<b>a Land</b>		
Opening balance	32,016,000	16,066,715
Revaluation	–	15,905,643
Additions	88,000	53,414
Disposals	(273,000)	(293,353)
(Increase)/decrease in land held for resale	(125,000)	283,581
<b>Closing balance – fair value</b>	<b>\$ 31,706,000</b>	<b>\$ 32,016,000</b>
Land was revalued on 30 June 2007 by the Office of the Valuer-General.		
<b>b Buildings</b>		
Opening balance	61,336,000	47,833,045
Revaluation	–	12,445,912
Additions	1,761,006	1,057,043
<b>Closing balance – fair value</b>	<b>63,097,006</b>	<b>61,336,000</b>
<i>Accumulated Depreciation</i>		
<i>Opening balance</i>	<i>(27,497,290)</i>	<i>(19,748,858)</i>
<i>Revaluation</i>	<i>–</i>	<i>(7,071,631)</i>
<i>Depreciation expense</i>	<i>(1,169,086)</i>	<i>(676,801)</i>
<i>Closing balance</i>	<i>(28,666,376)</i>	<i>(27,497,290)</i>
<b>Buildings – Net Book Value</b>	<b>\$ 34,430,630</b>	<b>\$ 33,838,710</b>

Buildings were revalued on 30 June 2007 by AssetVal, International Property, Plant, Equipment and Infrastructure Consultants.

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>c Roads and streets</b>		
Opening balance	161,242,680	159,527,236
Revaluation	21,645,729	-
Additions	2,786,310	1,766,387
Disposals	(758,603)	(50,943)
Closing balance – fair value	<u>184,916,116</u>	<u>161,242,680</u>
<i>Accumulated Depreciation</i>		
Opening balance	(54,449,136)	(51,491,075)
Revaluation	1,384,950	-
Disposals	719,598	32,010
Depreciation expense	(3,160,743)	(2,990,071)
Closing balance	<u>(55,505,331)</u>	<u>(54,449,136)</u>
<b>Roads and streets – Net Book Value</b>	<b><u>\$ 129,410,785</u></b>	<b><u>\$ 106,793,544</u></b>

Roads and streets include substructures, seals and kerbs relating to roads, footpaths and parking areas.

Roads and streets were revalued on 1 July 2007 by the Assets and Engineering Department of the Central Coast Council. The useful life of footpath assets were reassessed as part of the revaluation process and were extended to the following:

- |                                     |                                 |
|-------------------------------------|---------------------------------|
| a. Concrete Footpaths – 100 years   | c. Asphalt Footpaths – 40 years |
| b. Bricks/Paved Footpath – 80 years | d. Gravel Footpaths – 20 years  |

If it were not for the revaluation the impact would have been a reduction in depreciation expense of approximately \$290,000.

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>d Bridges</b>		
Opening balance	11,451,698	10,931,974
Additions	87,014	519,724
Disposals	(28,566)	–
Closing balance – fair value	<u>11,510,146</u>	<u>11,451,698</u>
<i>Accumulated Depreciation</i>		
<i>Opening balance</i>	<i>(5,383,770)</i>	<i>(5,138,696)</i>
<i>Disposals</i>	<i>24,277</i>	<i>–</i>
<i>Depreciation expense</i>	<i>(257,833)</i>	<i>(245,074)</i>
<i>Closing balance</i>	<u><i>(5,617,326)</i></u>	<u><i>(5,383,770)</i></u>
<b>Bridges – Net Book Value</b>	<b>\$ 5,892,820</b>	<b>\$ 6,067,928</b>

Bridges were revalued on 1 July 2005 by the Assets and Engineering Department of the Central Coast Council.

<b>e Drainage</b>		
Opening balance	29,099,786	28,622,674
Additions	95,626	477,112
Closing balance – fair value	<u>29,195,412</u>	<u>29,099,786</u>
<i>Accumulated Depreciation</i>		
<i>Opening balance</i>	<i>(11,054,025)</i>	<i>(10,776,713)</i>
<i>Depreciation expense</i>	<i>(338,348)</i>	<i>(277,312)</i>
<i>Closing balance</i>	<u><i>(11,392,373)</i></u>	<u><i>(11,054,025)</i></u>
<b>Drainage – Net Book Value</b>	<b>\$ 17,803,039</b>	<b>\$ 18,045,761</b>

Drainage assets were revalued on 1 July 2005 by the Assets and Engineering Department of the Central Coast Council.

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>f Furniture and equipment</b>		
Opening balance	2,403,205	2,283,476
Acquisitions	133,445	119,729
Disposals	(91,085)	-
Closing balance – cost	<u>2,445,565</u>	<u>2,403,205</u>
<i>Accumulated Depreciation</i>		
Opening balance	(1,835,269)	(1,702,122)
Disposals	83,722	-
Depreciation expense	(135,086)	(133,147)
Closing balance	<u>(1,886,633)</u>	<u>(1,835,269)</u>
	<u><b>\$ 558,932</b></u>	<u><b>\$ 567,936</b></u>
<b>g Plant and machinery</b>		
Opening balance	6,308,575	6,158,680
Acquisitions	1,104,432	1,010,199
Disposals	(796,499)	(860,304)
Closing balance – cost	<u>6,616,508</u>	<u>6,308,575</u>
<i>Accumulated Depreciation</i>		
Opening balance	(3,435,484)	(3,250,917)
Disposals	477,226	298,827
Depreciation expense	(614,159)	(483,394)
Closing balance	<u>(3,572,417)</u>	<u>(3,435,484)</u>
	<u><b>\$ 3,044,091</b></u>	<u><b>\$ 2,873,091</b></u>

The depreciation rate for motor vehicles was reviewed and increased from 6.67% to 12.5% (useful life reduced from 15 to 8 years). This resulted in an additional \$130,000 depreciation expense.

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>h Recreation</b>		
Opening balance	9,078,846	8,842,079
Additions	517,305	236,767
Closing balance – fair value	9,596,151	9,078,846
<i>Accumulated Depreciation</i>		
<i>Opening balance</i>	(3,797,881)	(3,541,588)
<i>Depreciation expense</i>	(266,832)	(256,293)
<i>Closing balance</i>	(4,064,713)	(3,797,881)
<b>Recreation – Net Book Value</b>	<b>\$ 5,531,438</b>	<b>\$ 5,280,965</b>

Recreation assets were revalued on 1 July 2005 by the Assets and Engineering Department of the Central Coast Council.

<b>i Water supply</b>		
Opening balance	23,500,755	24,373,133
Revaluation	–	(920,934)
Additions	117,186	48,556
Disposals	(38,518)	–
Closing balance – fair value	23,579,423	23,500,755
<i>Accumulated Depreciation</i>		
<i>Opening balance</i>	(7,932,278)	(9,682,330)
<i>Revaluation</i>	–	1,998,290
<i>Disposals</i>	16,077	–
<i>Depreciation expense</i>	(266,862)	(248,238)
<i>Closing balance</i>	(8,183,063)	(7,932,278)
<b>Water supply – Net Book Value</b>	<b>\$ 15,396,360</b>	<b>\$ 15,568,477</b>

Water supply assets were revalued on 1 July 2006 by the Assets and Engineering Department of the Central Coast Council.

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>j Sewerage</b>		
Opening balance	59,061,561	50,847,385
Revaluation	-	7,195,500
Additions	1,034,947	1,018,676
Disposals	(81,235)	-
Closing balance – fair value	<u>60,015,273</u>	<u>59,061,561</u>
<i>Accumulated Depreciation</i>		
<i>Opening balance</i>	<i>(21,388,960)</i>	<i>(19,264,302)</i>
<i>Revaluation</i>	<i>-</i>	<i>(1,321,200)</i>
<i>Disposals</i>	<i>49,739</i>	<i>-</i>
<i>Depreciation expense</i>	<i>(817,651)</i>	<i>(803,458)</i>
<i>Closing balance</i>	<u><i>(22,156,872)</i></u>	<u><i>(21,388,960)</i></u>
<b>Sewerage – Net Book Value</b>	<b>\$ 37,858,401</b>	<b>\$ 37,672,601</b>
Sewerage assets were revalued on 1 July 2006 by the Assets and Engineering Department of the Central Coast Council.		
<b>k Environmental</b>		
Opening balance	1,894,898	1,894,898
Additions	178,643	-
Transfer from work in progress	142,269	-
Closing balance – fair value	<u>2,215,810</u>	<u>1,894,898</u>
<i>Accumulated Depreciation</i>		
<i>Opening balance</i>	<i>(640,479)</i>	<i>(571,194)</i>
<i>Depreciation expense</i>	<i>(67,960)</i>	<i>(69,285)</i>
<i>Closing balance</i>	<u><i>(708,439)</i></u>	<u><i>(640,479)</i></u>
<b>Environmental – Net Book Value</b>	<b>\$ 1,507,371</b>	<b>\$ 1,254,419</b>
<b>l Total Property, plant and infrastructure</b>		
Gross value	424,893,410	397,394,004
<i>Accumulated Depreciation</i>	<i>(141,753,543)</i>	<i>(137,414,572)</i>
<b>Net Book Value</b>	<b>\$ 283,139,867</b>	<b>\$ 259,979,432</b>

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>22 Payables</b>		
Employee costs	169,438	141,545
Materials and contracts	810,007	773,535
Capital expenditure	594,988	184,911
Accrued expenses	99,895	17,182
<b>Total Payables</b>	<b>\$ 1,674,328</b>	<b>\$ 1,117,173</b>
<b>23 Provisions</b>		
<i>Current provisions</i>		
Annual leave	838,869	773,598
Long service leave	1,250,666	1,108,259
Employee benefits (on-costs)	141,185	127,152
Aged Person Home Units	100,892	106,605
	<u>2,331,612</u>	<u>2,115,614</u>
<i>Non-current provisions</i>		
Long Service Leave	176,107	236,226
Employee benefits (on-costs)	11,899	15,961
Aged Person Home Units	1,400,839	1,481,442
	<u>1,588,845</u>	<u>1,733,629</u>
<b>Total Provisions</b>	<b>\$ 3,920,457</b>	<b>\$ 3,849,243</b>
The liability for Employee Benefit on-costs comprises workers compensation and payroll tax relating to the Employee Benefit Provisions.		
The liability for Aged Person Home Units is comprised of contributions received from tenants upon entry to units owned by the Council. The contributions are amortised over a 20 year term.		
<i>Movement in Provision for Aged Person Home Units</i>		
Opening balance	1,588,047	1,237,139
Contributions received	267,677	526,000
Refunds paid	(243,773)	(83,589)
Amortisation revenue recognised	(110,220)	(91,503)
<b>Closing balance</b>	<b>\$ 1,501,731</b>	<b>\$ 1,588,047</b>



## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>24 Financial Liabilities</b>		
Current loan liability	75,649	112,428
Non-current loan liability	575,068	250,717
<b>Total Financial Liabilities</b>	<b>\$ 650,717</b>	<b>\$ 363,145</b>
<b>25 Other Liabilities</b>		
Revenue in advance	16,829	59,629
Sundry deposits	260,465	305,611
<b>Total Other Liabilities</b>	<b>\$ 277,294</b>	<b>\$ 365,240</b>
<b>26 Reserves</b>		
Asset revaluation reserve – Council	142,124,502	119,093,823
Asset revaluation reserve – Associate	15,540,729	13,870,089
Asset replacement reserve	2,680,873	2,835,743
Sewerage and water reserve	16,460	216,917
Fire services reserve	8,986	17,004
Garbage collection reserve	10,522	1,093
Special projects reserve	1,576,484	1,716,524
<b>Total Reserves</b>	<b>\$ 161,958,556</b>	<b>\$ 137,751,193</b>

Asset revaluation reserves represent the increase in the value of property, plant and equipment owned by the Council and Associates (see note 20).

Cash reserves are held for asset replacement and special projects.

Surpluses from sewerage, water, fire and garbage collection services are held in reserve.

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>27 Reconciliation of Surplus/Deficit to Net Cash from Operating Activities</b>		
Surplus/(Deficit)	\$ 52,162	\$ (290,050)
<i>Non-cash Items</i>		
Depreciation and Amortisation	7,094,560	6,183,073
Share of Profit in Associate	48,337	(31,147)
(Profit)/Loss on Disposal of Assets	(108,552)	88,459
	<u>7,034,345</u>	<u>6,240,385</u>
<i>Change in Assets and Liabilities</i>		
(Increase)/Decrease in Receivables	259,061	(121,980)
(Increase)/Decrease in Inventories	(6,246)	30,133
(Increase)/Decrease in Other Assets	158,787	(276,385)
Increase/(Decrease) in Payables	147,078	131,900
Increase/(Decrease) in Provisions	71,214	359,515
Increase/(Decrease) in Other Liabilities	(87,946)	(37,078)
	<u>541,948</u>	<u>86,105</u>
<b>Net Cash provided by Operating Activities</b>	<b>\$ 7,628,455</b>	<b>\$ 6,036,440</b>

The Council has seven Corporate Credit Cards with a limit of \$5,000 each. The balance is paid in full on a monthly basis.

## 28 Commitments for Expenditure

Capital expenditure contracted for at 30 June but not recognised in the financial report as liabilities:

less than 12 months	1,122,175	1,889,703
12 months – 2 years	–	–
2 years – 5 years	–	–
greater than 5 years	–	–
	<u>\$ 1,122,175</u>	<u>\$ 1,889,703</u>

## Notes to and forming part of the Financial Report

	30-Jun-08	30-Jun-07
<b>29 Related Party Disclosures</b>		
Councillors allowances and reimbursements	225,300	217,957

Section 84(2)(b) of the Local Government Act requires the reporting of any material interests of Councillors as notified to the General Manager in respect of any body or organisation with which the Council has major financial dealings.

During the financial year ending 30 June 2008 no material disclosures were made.

Councillors during the period were:

Cr M. Downie – Mayor  
 Cr B. Robertson – Deputy Mayor  
 Cr W. Barker  
 Cr J. Bonde  
 Cr L. Bonde  
 Cr J. Deacon  
 Cr D. Dry  
 Cr C. Fuller – from 3 Nov 2007  
 Cr K. Haines  
 Cr G. Howard – from 3 Nov 2007  
 Cr B. Marshall – to 3 Nov 2007  
 Cr T. McKenna  
 Cr T. van Rooyen

## Notes to and forming part of the Financial Report

### 30 Financial Instruments

#### (a) Financial Risk Management and Risk Exposures

##### *Risk management policies and processes*

The Council has exposure to the following risks from its use of financial instruments:

- credit risk;
- liquidity risk; and
- market risk.

The General Manager has overall responsibility for the establishment and oversight of the Council's risk management framework. Risk management policies are established to identify and analyse risks faced by the Council, to set appropriate risk limits and controls, and to monitor risks and adherence to limits.

The Council's Liability Insurer, Civic Mutual Plus, undertook an annual liability audit in February 2008 and the Council achieved an overall score of 80%, which was an improvement on the previous year.

The report confirmed that the Council has continued to develop its risk management framework within the organization and demonstrated that it has embedded risk management across the organization as a whole.

##### ***Credit risk***

Credit risk is the risk of financial loss to the Council if a customer or counter-party to a financial instrument fails to meet its contractual obligations, and arises principally from trade and other receivables and cash and investments.

The carrying amount of financial assets recorded in the financial statements, net of any allowances for impairment losses, represents the Council's maximum exposure to credit risk without taking account of any collateral or other security. Reference should be made to Notes 14 and 15 for the carrying amounts of the Council's financial assets at reporting date.

*Council's policy in relation to receivables is summarised below.*

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

## Notes to and forming part of the Financial Report

### *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, the Council will instigate collection proceedings.

### *Other Debtors (including loans and advances)*

Debtors are required to settle 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, the Council will instigate collection proceedings.

There are no significant concentrations of credit risk within Council and financial instruments are spread amongst a number of financial institutions to minimise the risk of default of counter parties.

### *Impairment Losses*

The following table provides an ageing of the Council's trade and rate receivables at the reporting date:

<i>Trade receivables</i>	30 June 2008		30 June 2007	
	Gross	Impairment	Gross	Impairment
Not past due	329,614	–	513,581	–
Past due 0–30 days	287,454	–	349,089	–
Past due 31–60 days	25,407	–	26,680	–
Past due 61–90 days	4,529	–	23,542	–
More than 90 days	81,030	–	78,445	–
Total trade receivables	728,034	–	991,337	–
Rates receivable	325,995	–	295,710	–
<b>Total receivables</b>	<b>\$ 1,054,029</b>	<b>\$ –</b>	<b>\$ 1,287,047</b>	<b>\$ –</b>

## Notes to and forming part of the Financial Report

A provision for impairment loss is recognised when there is objective evidence that an individual receivable is impaired. No allowance for impairment in respect of trade receivables has been recognised at 30 June 2008.

All rates receivable are in excess of 90 days. No allowance for impairment loss is recognised as unpaid rates represent a charge against the ratable property that will be recovered when the property is next sold.

### *Liquidity risk*

Liquidity risk is the risk that the Council will not be able to meet its financial obligations as they fall due. The Council's approach to managing liquidity is to ensure that it will always have sufficient liquidity to meet its liabilities when they fall due.

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 the Council is limited as follows:

- . 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; and
- . 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 0.56% of the revenue of the preceding financial year (2007 - 1.44%).

### *Maturity analysis for financial liabilities*

The following tables detail the undiscounted cash flows payable by the Council by remaining contractual maturity for its financial liabilities. It should be noted that as these are undiscounted and include estimated interest payments, totals may not reconcile to the carrying amounts presented in the Balance Sheet:

## Notes to and forming part of the Financial Report

	Less than 1 year	1–5 years	More than 5 years	Total contractual cash flows	Carrying amount
<b>30 June 2008</b>					
Payables	1,674,328	–	–	1,674,328	1,674,328
Other liabilities	277,294	–	–	277,294	277,294
Financial liabilities	122,914	377,114	481,385	981,413	650,717
<b>Total</b>	<b>\$ 2,074,536</b>	<b>\$ 377,114</b>	<b>\$ 481,385</b>	<b>\$ 2,933,035</b>	<b>\$ 2,602,339</b>
<b>30 June 2007</b>					
Payables	1,117,173	–	–	1,117,173	1,117,173
Other liabilities	365,240	–	–	365,240	365,240
Financial liabilities	132,397	259,336	33,163	424,896	363,145
<b>Total</b>	<b>\$ 1,614,810</b>	<b>\$ 259,336</b>	<b>\$ 33,163</b>	<b>\$ 1,907,309</b>	<b>\$ 1,845,558</b>

The Council has not defaulted on or breached the conditions of any loans payable recognised at balance date.

### **Market risk**

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices, such as foreign exchange rates, interest rates and equity prices. The objective of market risk management is to manage and control market risk within acceptable parameters, while optimising the return to the Council.

The primary market risk that the Council is exposed to is interest rate risk.

Cash and cash equivalents are subject to floating interest rates. Any variations in future cash flows from interest rate movements are expected to have an immaterial effect on the Council's revenue.

The majority of the Council's interest bearing liabilities are at fixed rates so there is no exposure to interest rate risk. New loan funding, \$400,000 over 15 years, drawn down in June 2008 is subject to five yearly interest rate reviews.

## Notes to and forming part of the Financial Report

Interest rate risk on deposits is managed by adopting practices that ensures:

- . Conformity with State and Federal regulations and standards,
- . Adequate safety,
- . Appropriate liquidity,
- . Monitoring of return on investment,
- . Staggering maturity dates to provide for interest rate variations ,
- . Benchmarking of returns and comparisons with budget.

At the reporting date the Council had the following mix of financial assets and liabilities exposed to variable interest rate risk:

	30 June 2008	30 June 2007
<b><i>Financial assets</i></b>		
Cash at bank and on hand	464,759	380,626
Cash management account	548,466	1,312,346
Other financial assets	6,715,811	6,403,786
<b>Total</b>	<b>7,729,036</b>	<b>8,096,758</b>
<b><i>Financial liabilities</i></b>		
Interest bearing liabilities	400,000	–
<b>Total</b>	<b>400,000</b>	<b>–</b>
<b>Net Total</b>	<b>\$ 7,329,036</b>	<b>\$ 8,096,758</b>

### *Sensitivity Analysis of Council's Exposure to Possible Changes in Interest Rates*

The following sensitivity analysis is based on the interest rate risk exposures in existence at the reporting date. The analysis assumes all other variables remain constant and was performed on the same basis for 2007.

At 30 June 2008, if interest rates had moved, as illustrated in the table below, profit and equity would have been affected as follows:



## Notes to and forming part of the Financial Report

	Profit or loss		Equity	
	2007/08	2006/07	2007/08	2006/07
+ 1% (100 basis points)	\$ 73,290	\$ 80,968	\$ 73,290	\$ 80,968
- 0.5% (50 basis points)	\$ (36,645)	\$ (40,484)	\$ (36,645)	\$ (40,484)

The movements in profit are due to higher/lower interest costs from variable rate debt and cash balances.

### (b) Net Fair Values and Categories of Financial Assets and Liabilities

The fair values of financial assets and liabilities, together with the carrying amounts shown in the Balance Sheet, are as follows:

Fair Values	30 June 2008		30 June 2007	
	Carrying amount	Fair Value	Carrying amount	Fair Value
<b><i>Financial assets</i></b>				
Cash and cash equivalents				
Cash at bank and on hand	464,759	464,759	380,626	380,626
Cash management account	548,466	548,466	1,312,346	1,312,346
Receivables	1,171,636	1,171,636	1,430,697	1,430,697
Other financial assets	6,715,811	6,715,811	6,403,786	6,403,786
Accrued revenue	197,474	197,474	346,879	346,879
	<b>9,098,146</b>	<b>9,098,146</b>	<b>9,874,334</b>	<b>9,874,334</b>
<b><i>Financial liabilities</i></b>				
Payables	1,674,328	1,674,328	1,117,173	1,117,173
Interest bearing liabilities	650,717	650,717	363,145	363,145
Other liabilities	277,294	277,294	365,240	365,240
	<b>2,602,339</b>	<b>2,602,339</b>	<b>1,845,558</b>	<b>1,845,558</b>
<b>Net financial assets</b>	<b>\$ 6,495,807</b>	<b>\$ 6,495,807</b>	<b>\$ 8,028,776</b>	<b>\$ 8,028,776</b>

## Notes to and forming part of the Financial Report

Carrying amounts classified as:	30 June 2008	30 June 2007
<b><i>Financial assets</i></b>		
Financial assets at fair value through profit and loss upon initial recognition	6,715,811	6,403,786
Loans and receivables	1,369,110	1,777,576
Cash and cash equivalents	1,013,225	1,692,972
	<b>9,098,146</b>	<b>9,874,334</b>
<b><i>Financial liabilities</i></b>		
Financial liabilities measured at amortised cost	2,602,339	1,845,558
	<b>2,602,339</b>	<b>1,845,558</b>
<b>Net financial assets / (liabilities)</b>	<b>\$ 6,495,807</b>	<b>\$ 8,028,776</b>

The basis for determining fair values is disclosed in Note 1.

## Notes to and forming part of the Financial Report

### 31 Superannuation

The Council makes superannuation contributions for a number of its employees to the Quadrant Defined Benefits Fund, which is a sub fund of the Quadrant Superannuation Scheme. The Defined Benefits Fund has been classified as a multi-employer sponsored plan. As the Fund's assets and liabilities are pooled and are not allocated by employer, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided under paragraph 32 of AASB 119, the Council does not use defined benefit accounting for these contributions.

At the present time the Council contributes 9.5% of employees' gross income to the Fund. Assets accumulate in the fund to meet member benefits as they accrue, and if assets within the fund are insufficient to satisfy benefits payable, the Council is required to meet its share of the deficiency.

Bendzulla Actuarial Pty Ltd undertook the last actuarial review of the Fund at 30 June 2005. The review disclosed that at that time the net market value of assets available for funding member benefits was \$64,804,407, the value of vested benefits was \$58,913,097, the surplus was \$5,891,310, and the value of total accrued benefits was \$61,267,000. These amounts relate to all members of the fund at the date of valuation and no asset or liability is recorded in the Quadrant Superannuation Scheme's financial statements for Council employees.

The financial assumptions used to calculate the Accrued Benefits for the Fund were:

Net Investment Return	7.0% pa
Salary Inflation	4.0% pa
Price Inflation	n/a

In the opinion of the Actuary, the Quadrant Defined Benefit Fund was adequately funded in that assets were sufficient to cover the vested benefits of all members at the review date and the actuarial value of accrued past service benefits. The next full triennial review is scheduled for 30 June 2008 but the actuarial report is not available at the time of preparing the Council's financial report.

The amount of contributions paid by the Council during the reporting period was \$736,571 (2006/07 was \$713,226).

The Council also contributes to Tasplan for its employees, however Tasplan is not a defined benefits superannuation plan and therefore the Council is not responsible for any deficiencies that may occur. The amount of contributions paid by the Council during the reporting period was \$90,774 (2006/07 was \$66,853).

## Notes to and forming part of the Financial Report

During the year the Council made the required superannuation contributions for all eligible employees to an appropriate complying superannuation fund as required by the Superannuation Guarantee (Administration) Act 1992.

### **32 Water and Sewerage Reform**

On 25 February 2008, the Treasurer announced that State Cabinet had approved implementation of the Ministerial Water and Sewerage Taskforce's recommendations to reform the water and sewerage sector in Tasmania.

Under the reforms, three new local government owned and regionally based companies will be created. The intent is for all the councils and existing bulk water authorities to transfer their direct and indirect water and sewerage activities, employees and infrastructure and related rights, assets and liabilities to the three new companies. In addition, a common service provider company, jointly owned by the regional companies, will be established to avoid unnecessary duplication in the regional companies and minimize costs to customers. Legislation giving effect to these changes received Royal Assent on 13 June 2008.

The timing of the reforms will result in the new companies commencing minimal operations from 1 January 2009. The councils will transfer assets, rights, liabilities and employees directly and indirectly associated with water and sewerage functions to the new companies on 1 July 2009. Assets likely to be transferred include land, pipes, pump stations, reservoirs, treatment plants and equipment.

The legislation defines water and sewerage functions as comprising:

- . Water
  - . Collection and storage by way of bulk supply
  - . Treatment
  - . Conveyance and reticulation
  - . Supply
- . Sewerage
  - . Collection or storage
  - . Conveyance and reticulation
  - . Treatment
- . Other functions associated with water and sewerage, may include stormwater and re-use of sewage.

The above functions are disclosed in Note 2(c) against the activities titled water supply and sewerage service. Also, further information relating to water and sewerage

## Notes to and forming part of the Financial Report

activities can be found in Note 33 which discloses the Council's significant business activities.

### 33 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	
	2007/08	2006/07	2007/08	2006/07	2007/08	2006/07
<b>Revenue</b>						
Rates	1,869,202	1,968,751	1,844,091	1,741,856	2,552,469	2,314,462
Other Revenue	2,801,770	2,047,237	887,814	986,274	1,077,690	990,183
<b>Total Revenue</b>	<b>4,670,972</b>	<b>4,015,988</b>	<b>2,731,905</b>	<b>2,728,130</b>	<b>3,630,159</b>	<b>3,304,645</b>
<b>Expenses</b>						
<i>Direct</i>						
Employee Costs	707,206	746,747	659,968	646,816	241,063	212,286
Materials and Contracts	1,156,059	1,023,494	644,764	626,363	2,808,417	2,708,798
Borrowing Costs	–	–	2,593	7,737	–	–
<i>Indirect</i>						
Engineering and Administration	251,966	179,422	345,109	273,414	412,407	279,417
<b>Total Expenses</b>	<b>2,115,231</b>	<b>1,949,663</b>	<b>1,652,434</b>	<b>1,554,330</b>	<b>3,461,887</b>	<b>3,200,501</b>
<b>Capital Costs</b>						
Depreciation	3,647,005	3,433,249	873,484	849,432	306,473	278,955
Opportunity Cost of Capital	11,717,102	10,681,907	3,663,845	3,427,295	3,116,338	2,863,937
<b>Total Capital Costs</b>	<b>15,364,107</b>	<b>14,115,156</b>	<b>4,537,329</b>	<b>4,276,727</b>	<b>3,422,811</b>	<b>3,142,892</b>
<b>Competitive Neutrality Costs</b>	<b>\$ –</b>	<b>\$ –</b>	<b>\$ 72,443</b>	<b>\$ 111,628</b>	<b>\$ 11,806</b>	<b>\$ 8,759</b>

## Notes to and forming part of the Financial Report

The financial report set out on pages 1 to 49 presents fairly the financial position of the Central Coast Council as at 30 June 2008, the results of its operations for the year then ended and the cash flows of the Council, in accordance with the *Local Government Act* 1993 (as amended), Australian Accounting Standards, including Australian Interpretations, and other mandatory professional reporting requirements.

Sandra Ayton  
GENERAL MANAGER  
August 2008

# State of Environmental and Public Health Report

for the year ended 30 June 2008

## Appendix B

## Contents

P3	Introduction
4	Immunisation service
5–7	Protection of the community against the spread of infectious disease and conditions causing ill health
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27–30	Effective and safe management of wastewater
31	Healthy and safe Places of Assembly
32–33	Environmental management assessment and investigation
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## Introduction

The corporate structure and principal functional activities of the Council are detailed in the Annual Report for the year ended 30 June 2008 pursuant to Section 72 of the Local Government Act 1993.

The Council's Development Services Department is a multi-disciplinary unit comprising building and plumbing control, environment and health, and land use planning.

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

To ensure the disciplines are efficiently and effectively delivered, an 'Environment and Health Business Plan' has been developed, and is implemented by way of an 'Annual Program'.

This Plan identifies the mission and values of the environment and health discipline, together with actions, outcomes and Key Performance Indicators (KPIs).

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 'Environment and Health Business Plan' is completed over the full 12 month reporting period.

Approximately 70% of environmental health work and 60% of environmental protection 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 Environment & Health Group Leader (Karen Loone), Environmental Health Officer (Katie Proctor), and the Director Development Services (Michael Stretton).

## Immunisation service

### Target:

*To implement an immunisation program for the municipal area.*

### Desired outcome:

To ensure that each person in the municipal area is provided with an opportunity to attain immunisation status consistent with the recommendations of the National Health and Medical Research Council, and to maintain records of all immunisations given at Council clinics.

### Strategy:

Provide annual immunisation clinics for schools.

### Performance:

During the 2007/2008 financial year the Council operated school clinics for Chicken Pox; Hepatitis B; Human Papilloma Virus (HPV); and Diphtheria/Tetanus/Pertussis (dTpa).

The total number of immunisations administered was 1370 as shown in Table 1.

*Table 1: Immunisation clinics*

CATEGORY	TYPE OF VACCINATION			
School	Chicken Pox (Grade 5)	Hepatitis B (Grade 6)	HPV (Grades 6, 8, 9 & 10)	dTpa (Grade 10)
East Ulverstone Primary	8	47	33	N/A
Forth Primary	1	37	24	N/A
Leighland Christian	1	42	143	26
North West Christian	2	16	41	5
Penguin Primary	20	66	61	N/A
Penguin High	N/A	N/A	96	83
Riana Primary	8	22	20	N/A
Sacred Heart Primary	1	61	38	N/A
Sprent Primary	4	25	22	N/A
Ulverstone Primary	0	94	47	N/A
Ulverstone High	N/A	N/A	188	38
West Ulverstone Primary	0	33	17	N/A
Total	45	443	730	152

The Council also conducted in-house immunisation clinics to immunise 66 staff members against Influenza.

## Protection of the community against the spread of infectious disease and conditions causing ill health

### 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	2	2
Campylobacterosis	0	0

### 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.

## Protection of the community against the spread of infectious disease and conditions causing ill health

### 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:

Six public health risk activities were registered in the reporting period. Of these premises only two were inspected in the reporting period due to staff turnover. The remaining four premises will be inspected early in the 2008/2009 reporting period.

### 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:

- 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 operate a total of eight cooling towers and Botanical Resources Australia, who operate two cooling towers.

## Protection of the community against the spread of infectious disease and conditions causing ill health

During the 2007/2008 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 during the reporting period.

#### **Discussion:**

There were no incidents requiring investigation for the reporting period.

## Food surveillance and education

### 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 of a premises.

## Food surveillance and education

### Performance:

During the 2007/2008 financial year there were 152 registerable food businesses and eight registerable food vans within the municipal area. Eighty one (81) premises were audited and 149 were registered within the reporting period. The remaining 11 premises are in the process of being registered. A high staff turnover in the Environment and Health Group resulted in a reduction in the food premises audits within the reporting period. Staffing levels have now returned to normal which should see an increase in the number of food premises audited in 2008/2009.

A food handler training session was undertaken at Penguin High School for the hospitality students.

### The general standard of the food premises and food hygiene:

Satisfactory compliance was demonstrated in all registered premises. However, the Council's Environmental Health Officers (EHOs) regularly inspect food premises and identify food premises and food handling issues. All identified issues are followed up in accordance with the *Food Act 2003*. During the reporting period issues were identified in a number of premises and the Council's EHOs worked with the proprietors to ensure that they were addressed. One Infringement Notice was issued under the *Food Act 2003* during the reporting period.

### Food sampling:

No food sampling was required by the Department of Health and Human Services in the 2007/2008 financial year.

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

## Food surveillance and education

### **Commentary:**

Temporary food premises include transient food vans and other food vans and food stalls normally associated with markets and infrequent outdoor events.

### **Performance:**

Thirteen temporary food premises were registered in the reporting period.

There were no complaints or incidents requiring investigation.



## Safe water

### 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 (2004).

In accordance with the recommendations of the Guidelines the Council monitors the reticulated water on a weekly basis (resource permitting). The Council's monitoring program involves monitoring chlorine residual on a weekly basis, complemented with monthly microbiological monitoring. Microbiological analysis is carried out by a laboratory accredited by the National Association of Testing Authorities.

In regards to microbiological monitoring, in the event 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. Where a drinking water sample does not meet an effective chlorine residual of 0.02mg/L, a re-sample is carried out immediately which is sent for microbiological analysis.

Table 3 is a list of the sites where drinking water samples are taken.

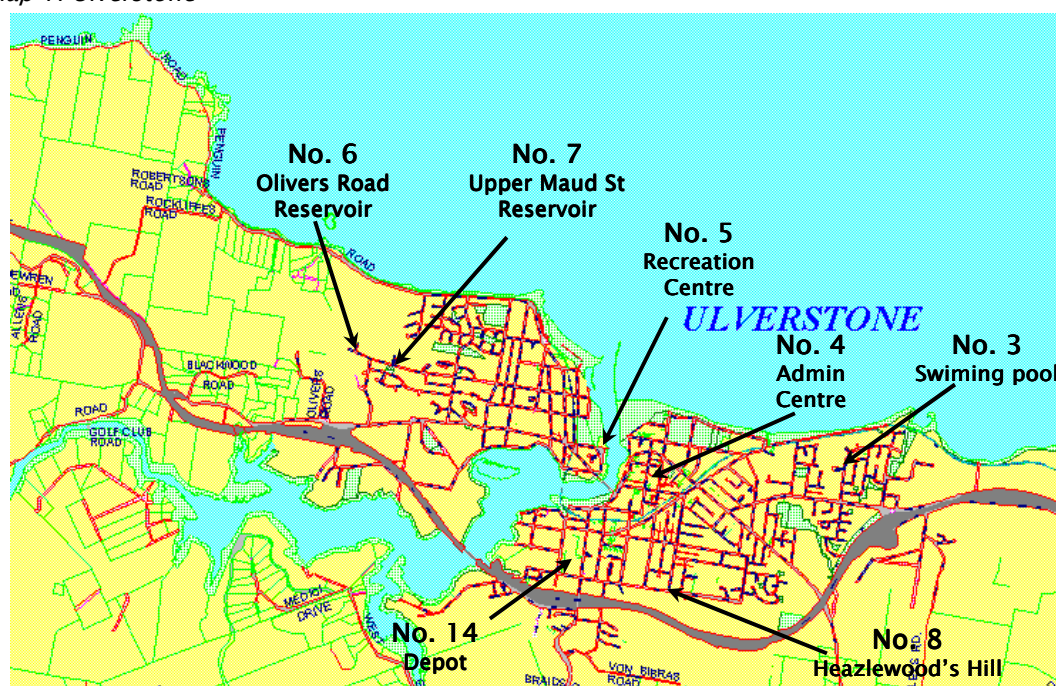
## Safe water

*Table 3: Drinking water sites monitored*

SITE	SITE NO.	MAP NO.
Forth Recreation Ground, Forth	1	2
Public toilets, Esplanade, Turners Beach	2	2
Ulverstone Swimming Pool, off 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, Preservation Drive, Preservation Bay	10	3
Ashwater Crescent, Penguin	11	3
Recreation Ground, Ironcliffe Road, Penguin	12	3
North West Christian School, Ling Street, penguin	13	3
CCC Depot, Short Street, Ulverstone	14	1

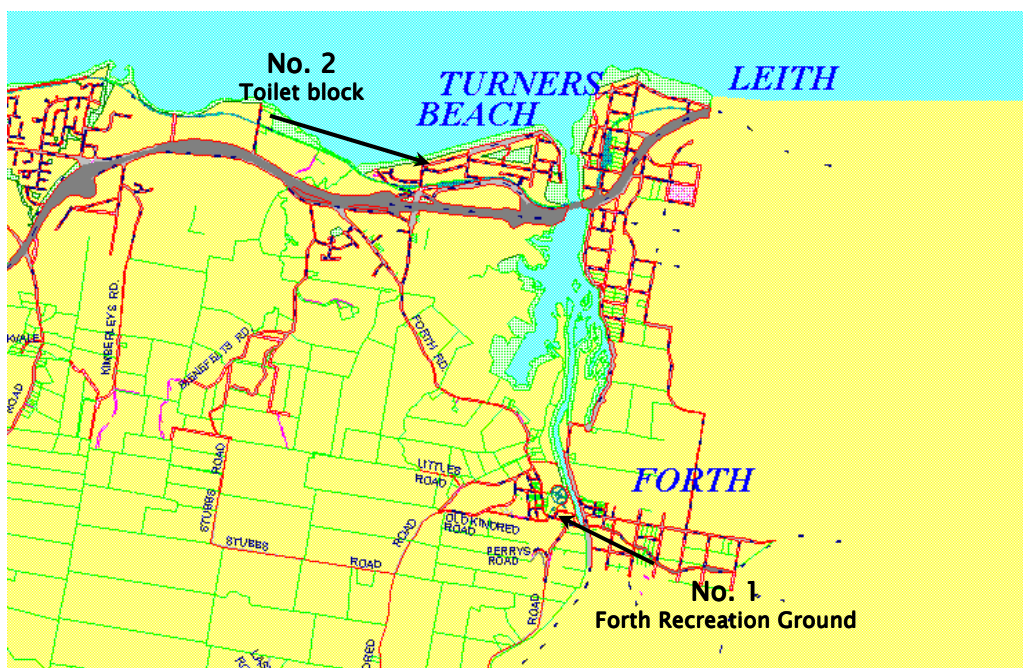
Maps 1 to 3 illustrate where treated drinking water quality monitoring takes place within the Central Coast municipal area.

*Map 1: Ulverstone*

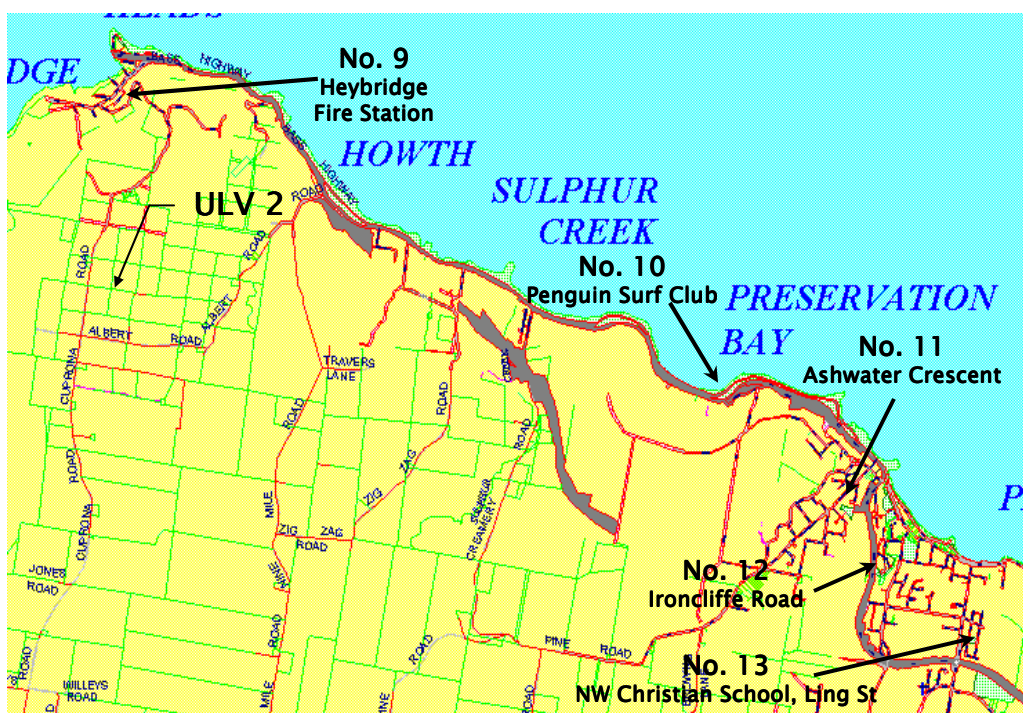


## Safe water

Map 2: Turners Beach



Map 3: Penguin



### Performance:

Table 4 shows results of water sampling at each site.

The Council's monitoring program found that the drinking water quality complied with the NH&MRC Australian Drinking Water Guidelines (2004) on all but two occasions. Levels of *E. coli* exceeding those recommended in the *Drinking Water Quality Guidelines* were detected in the Heazlewoods Hill Reservoir from routine samples taken on 22 January 2008 and in a follow-up sample taken on 24 January 2008. A boil water notice was issued on 25 January 2008 via a media release and a letter box drop to approximately 230 houses in the area of East Ulverstone which are serviced by the Heazlewoods Hill Reservoir.

The notice was removed on 29 January 2008 following two consecutive compliant samples. Investigations by Council officers indicated that birds entering the reservoir may have been the source of contamination and corrective action was taken to prevent this from re-occurring.

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.

## Safe water

Table 4: Drinking water sample results

SITE	PARAMETERS					
	RESERVOIR	No. of Micro samples * (Standard = 12/year)	Median Total Coliforms/100mL * Standard = 95%<1/100mL)	Median Faecal and E.Coli/100mL * Standard = 98%<1/100mL)	No. of Chlorine samples (Standard = 40/year)	Median Free Chlorine (mg/L) (Standard = presence)
Forth Recreation Ground, Forth	Turners Beach	16	<1	<1	12	0.1
Public toilets, Espl, Turners Beach	Turners Beach	17	<1	<1	12	0.09
Swimming Pool, Leighlands Ave, Ulv	Kimberleys Road	16	<1	<1	12	0.12
CCC Admin Centre, King Edward St, Ulv	Hearps Road Amy Street Von Bibras Road Kimberleys Road	17	<1	<1	13	0.07
Recreation Centre, Flora St, Ulverstone	(As above)	17	<1	<1	13	0.07
Upper Maud St, Ulv	Olivers Road	17	1.5	<1	13	0.08
Reservoir, Upper Maud St, Ulv	Upper Maud Street	17	<1	<1	13	0.07
Trevor Street, Ulverstone	Heazlewoods Hills	20	1	<1	12	0.09
Fire Station, River Ave, Heybridge	Heybridge	16	<1	<1	13	0.05
Surf Club, Bass Hwy, Preservation Bay	Murfetts	17	<1	<1	13	0.08
Ashwater Crescent, Penguin	Browns Lane	17	<1	<1	13	0.07
Rec Ground, Ironcliffe Rd, Penguin	Mission Hill	18	<1	<1	12	0.12
NW Christian Schl, Ling St, Penguin	Spur Hill	17	<1	<1	12	0.08
Depot, Short St, Ulv	Hearps Road Amy Street Von Bibras Road, Kimberleys Road	17	<1	<1	12	0.08
		239/year			175/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 5*  
*Type of sampling conducted – Enterococci/100mL*  
*Sampling frequency – monthly (December to March)*  
*Locations – see attached maps 4–6*

Recreational water bodies are sampled during the main bathing season. Enterococci analysis is undertaken at a NATA accredited laboratory.

The results are compared with the appropriate standard in the NH&MRC Guidelines for Managing Risks in Recreational Water (2006) and the Recreational Water Quality Guidelines 2007 (*Public Health Act 1997*). 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 5 is a list of the sites where samples are taken and the type of water-related recreation that occurs at each site.



## Safe water

*Table 5: Recreational sites monitored and uses*

SITE	SITE NO.	RECREATIONAL PURPOSES
Blythe River - mouth	PEN 1	fishing, surfing, 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 6  
*Type of sampling conducted* – Enterococci/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 Guidelines for Managing Risks in Recreational Waters (2006). Table 6 is a list of the most frequently monitored environmental waters.

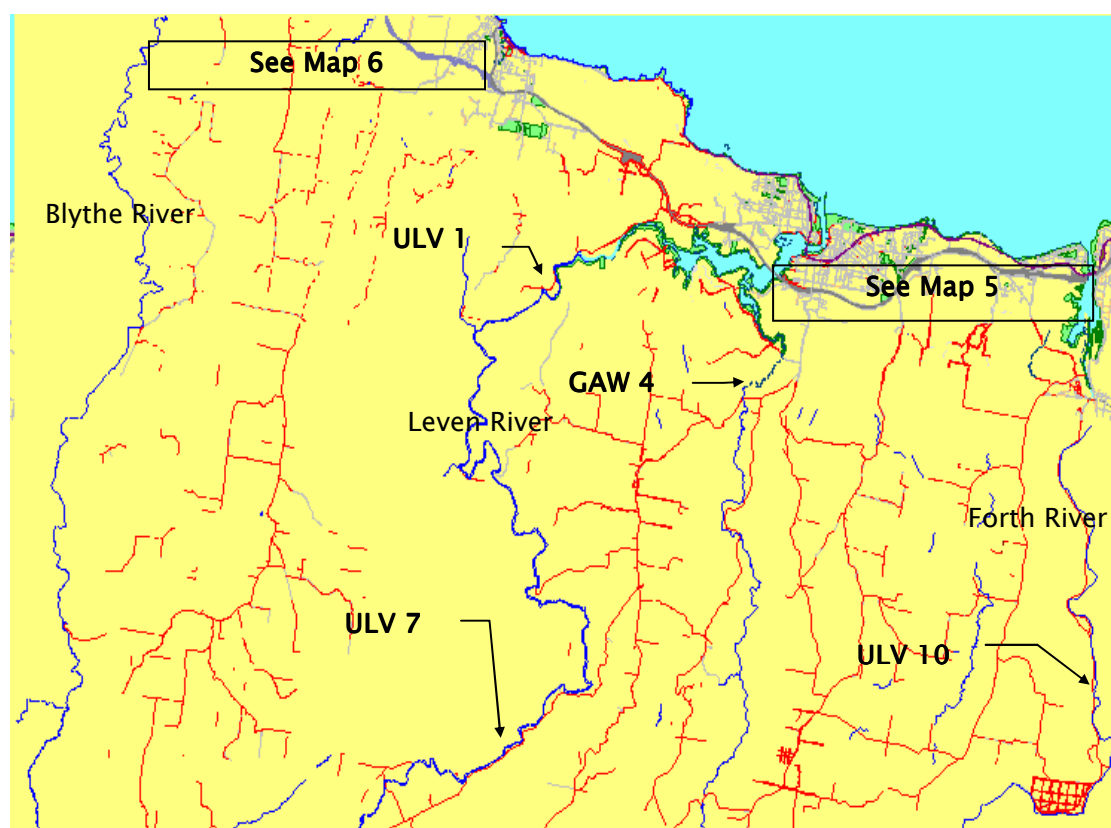
## Safe water

*Table 6: Environmental sites monitored*

SITE	SITE NO.	REASON FOR SAMPLING
Myrtle Creek – Dial Rd, Penguin	PEN 5	Environmental, large number of septic tanks in area
Hiscutt Park, Penguin	PEN 6	Environmental, aesthetics
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.

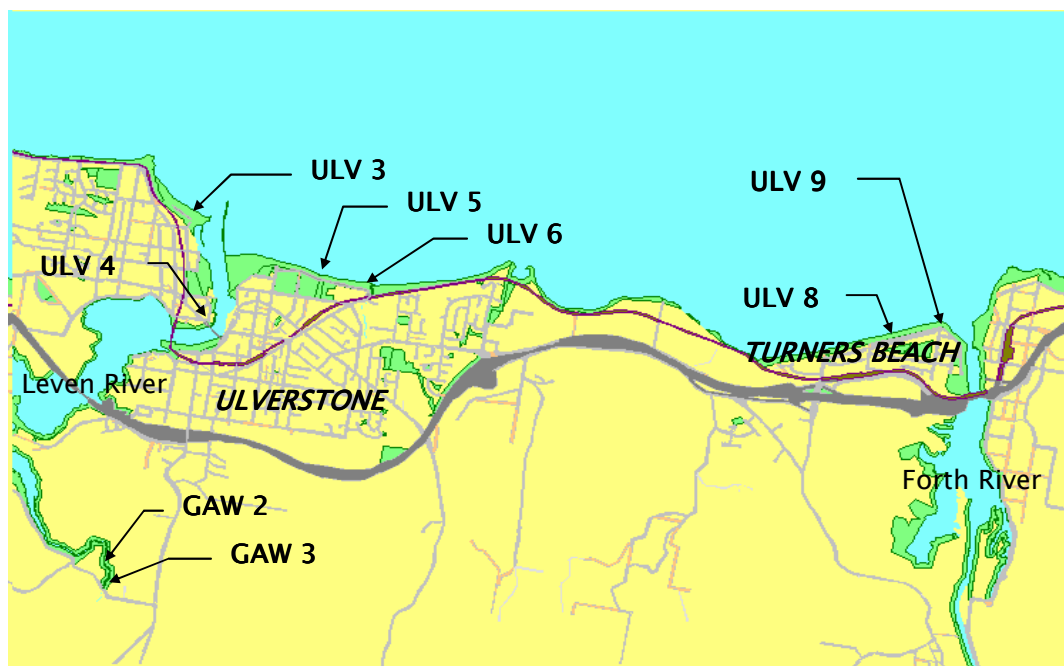
*Map 4: Central Coast municipal area*



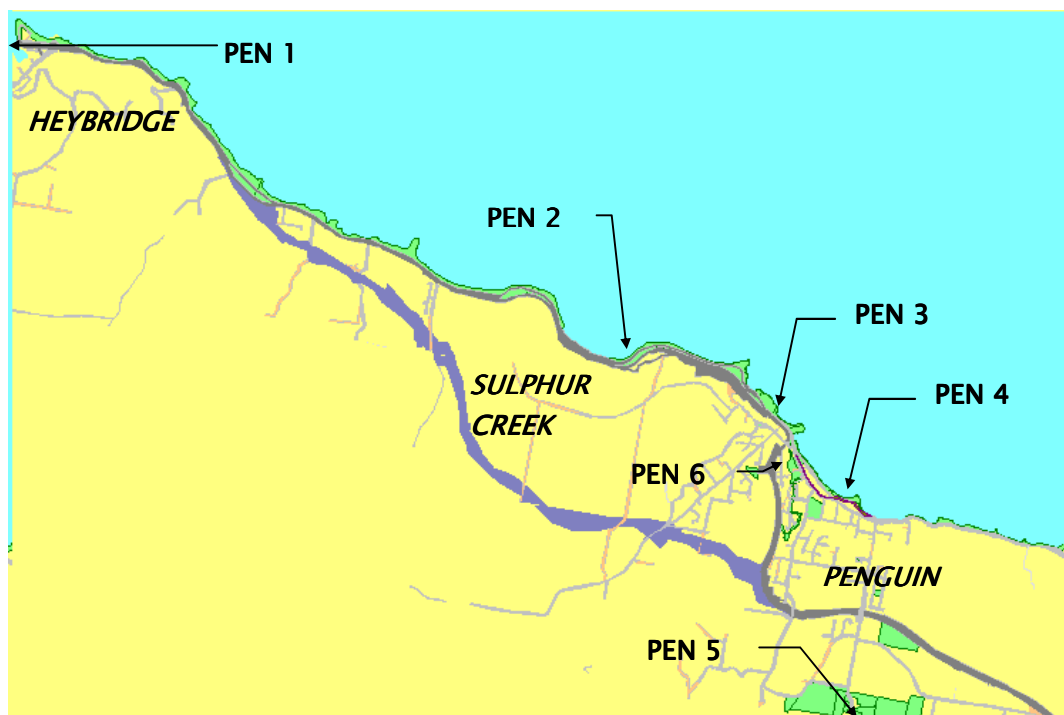


## Safe water

Map 5: Ulverstone Insert



Map 6: Penguin Insert



## Safe water

### Performance:

Table 7 is a summary of the recreational water quality monitoring results for the period ending 30 June 2008:

*Table 7: Summary of Recreational Water Quality Results for 2007/2008*

SITE		PARAMETERS	
		No. of samples	Median Enterococci/100mL *(Standard<140/100mL)
Blythe River - mouth	PEN1	7	10
Preservation Bay – surf club	PEN 2	6	10
Johnsons Beach – caravan park	PEN 3	6	<10
Main Beach, Penguin	PEN 4	6	<10
West Beach – opposite shop	ULV 2	14	20
Picnic Point Beach	ULV 3	14	42
Tobruk Park	ULV 4	5	<10
Main Beach – surf club	ULV 5	14	10
Buttons Creek - mouth	ULV 6	5	99
Victoria Park, Gunns Plains	ULV 7	6	<10
West Turners Beach	ULV 8	6	10
Gables Park, Turners Beach	ULV 9	6	58
Canoe course – Forth River	ULV 10	6	31

EXPLANATORY COMMENT – The historical levels of bacterial contamination at all recreational sites meet the prescribed standards. Warning signs advising against recreational use are in place at Buttons Creek 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.

As a result of staff movements and the subsequent reduction in the number of operational personnel, the Environmental Water Quality Monitoring Program was not conducted in the 2007/2008 reporting period. This program will recommence in the 2008/2009 reporting period.

### Discussion:

In recreational waters used for primary contact, the NH&MRC Guidelines for Managing Risks in Recreational Water (2006) and the Recreational Water Quality

## Safe water

Guidelines 2007 (*Public Health Act 1997*) recommend a microbial level for investigation of 140 enterococci/100mL.

All sampling sites in the Central Coast municipal area complied with both Guidelines. Due to historical high microbiological counts, two permanently positioned 'No Swimming' signs remain in place at Buttons Creek. These signs will remain in place until it can be confirmed, over consecutive bathing seasons that the water quality in Buttons Creek has improved. It should be noted that results for this site during the 2007/2008 bathing season have significantly improved and are in compliance with the guidelines. The cause of the high microbiological counts in Buttons Creek may be attributed to the extensive urban and agricultural land use in the catchment.

## 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 Ulverstone Resource Recovery Centre (RRC), the old Penguin landfill site, and the Preston and South Riana Transfer Stations in accordance with the Department of Environment, Parks, Heritage and the Arts (DEPHA) 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 –

Unwanted, expired or unknown hazardous chemicals from Council operation are collected about every six months (when required). During the reporting period the Council required one collection of hazardous chemicals to occur.

#### Water monitoring –

Water sampling was conducted in October 2007 and February 2008 at the Preston Transfer Station. These results are shown in Table 8.

## Solid Waste Management

Table 8: Preston Transfer Station – Water monitoring results

PRESTON TRANSFER STATION – WATER MONITORING PROGRAM					
Parameter (mg/L unless otherwise specified)	* Standard	Surface Water			
		Lake Isandula at Isandula Rd bridge SW1	West Gawler River at Closes Rd bridge SW2	Eastern surface run-off pond SW3 **	Western surface run-off pond SW4 **
pH	6.5-7.5	8.62	7.3		
Conductivity	30-350	79	72		
Ammonia	0.9	0.015	0.0135		
Nitrate	0.7	0.174	0.267		
Nitrite	-	0.011	0.011		
Nitrate & Nitrite (oxidised N)	-	0.174	0.267		
COD	-	50	50		
Iron (Fe) Dissolved	-	127	132		
Aluminium (Al) Dissolved	0.055	48	20	Holding	Holding
Copper (Cu) Dissolved	0.0014	2	1	no	no
Zinc (Zn) – Dissolved	0.008	2	1	water	water
Chromium (Cr) Dissolved	0.001	1	1		
Cobalt (Co) Dissolved	-	1	1		
Manganese (Mn) Dissolved	-	6	5		
Nickel (Ni) Dissolved	0.011	6	6		
Lead (Pb) - Dissolved	0.0034	6	6		
Cadmium (Cd) Dissolved	0.0002	1	1		
Arsenic (As) Dissolved	-	8	8		
Enterococci	-	10	15		
Thermotolerant Coliforms		220	365		

\* 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)

\*\* No monitoring low creek flow/pond was dry/overgrown vegetation

Table 9 shows results of the water monitoring program at the RRC, the former Penguin landfill site and the South Riana Transfer Station for the period ending 30 June 2008.

## Solid Waste Management

*Table 9: Former Penguin Refuse Disposal Site, South Riana Transfer Station and Resource Recover Centre – Water monitoring results*

PARAMETER	* STANDARD	FORMER PENGUIN REFUSE DISPOSAL SITE				SOUTH RIANA TRANSFER STATION	RESOURCE RECOVERY CENTRE	
		Surface Water						
		Stream above Landfill	900mm Leachate Pipe	Stream below Landfill	Organic Farm	Sediment Pond	Leachate Pond SW1	Creek SW2
Ph	6.5 –7.5	3.5	6.6	5.55	4.81	5.78	8.89	7.89
Conductivity us/cm	30-350	160	75	46	64	88	637	188
TDS	-	145	-	236	80	145	459	153
Total Suspended Solids	-	11	-	7050	934	8005	23	1
Total Alkalinity	-	1.0	-	2	2	2	204	4
Total Nitrogen	0.48	0.7	-	0.7	0.46	1.4	12.2	0.21
Ammonia	0.9	0.033	0.019	0.005	0.013	0.034	7.26	0.028
Nitrate	0.7	0.001	0.004	0.024	0.125	0.01	0.002	0.052
Nitrite	-	0.003	0.003	0.002	0.002	0.002	0.004	<0.002
Nitrate & Nitrite (oxidised N)	-	0.001	-	0.024	0.125	0.011	0.006	0.052
Total phosphorus	0.013	0.017	-	0.592	0.163	0.562	0.27	0.005
TOC	-	40	-	20	3	10	46	23
COD	-	70	70	560	60	555	160	50
BOD	-	2.5		5	5	5	18	5
Iron (Fe) Dissolved	-	1000	516	84	30	66	57	269
Aluminium (Al) Dissolved	0.055	535	529	246	64	148	62	38
Copper (Cu) Dissolved	0.0014	1	1	75	30	108	4	1

## Solid Waste Management

PARAMETER	* STANDARD	FORMER PENGUIN REFUSE DISPOSAL SITE				SOUTH RIANA TRANSFER STATION	RESOURCE RECOVERY CENTRE	
		Surface Water						
		Stream above Landfill	900mm Leachate Pipe	Stream below Landfill	Organic Farm	Sediment Pond	Leachate Pond Sw1	Creek SW2
Zinc (Zn) Dissolved	0.008	6	361	13	48	16	11	74
Chromium (Cr) Dissolved	0.001	1.0	1	1	1	1	3	1
Mercury (Hg) Dissolved	-	0.05	-	-	-	-	-	-
Cobalt (Co) Dissolved	-	1	1	2	6	8	2	2
Manganese (Mn) Dissolved	-	59	26	71	41	140	50	128
Nickel (Ni) Dissolved	0.011	2	4.0	6.0	12	12	11	8
Lead (Pb) Dissolved	0.0034	20	5	6	6	6	6	5
Cadmium (Cd) Dissolved	0.0002	1	1	1	1	1	1	1
Arsenic (As) Dissolved	-	5	5	8	8	8	8	5
Sodium (Na)	-	23.2	-	9.36	9.08	13.2	42.0	21.0
Potassium (K)	-	1.57	-	6.82	3.54	7.23	57.7	1.52
Calcium (Ca)	-	1.29	-	2.65	1.31	5.57	47.7	8.81
Magnesium (Mg)	-	2.79	-	4.94	8.29	30.2	13.4	5.76
Enterococci	-	10	10	55	10	55	376	10
Thermotolerant Coliforms	-	70	10	100	55	100	400	10

\* 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)

\*\* No Monitoring low creek flow/pond was dry/overgrown vegetation

## Solid Waste Management

### Discussion:

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.



## Effective and safe management of wastewater

### 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 (WWTPs).

### 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.

## Effective and safe management of wastewater

### Performance:

#### On-site wastewater management –

Forty-five wastewater management systems were approved in 2007/2008. 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 approximately 45 dairies in the municipal area, all of which are generally conforming to the provisions of the *Environmental Management and Pollution Control Act 1994* (EMPCA).

One Environmental Protection Notice (EPN) was issued in the 2007/2008 reporting period. The EPN related to inadequate dairy effluent management practices.

There continues 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 10). Regular monitoring at municipal beaches, adjacent to ocean out-falls, is used to affirm the adequate dispersal of treated effluent. There were ten sewage spills during 2007/2008.

## Effective and safe management of wastewater

*Table 10: Treated Sewage Outfall Monitoring Program*

PARAMETER	ULVERSTONE		TURNERS BEACH	
	Annual Median	Annual Mean	Annual Median	Annual Mean
Simplot's Flow kL/24 hr	5611	4806	-	-
Town Flow kL/24 hr	4272	3971	3569 kL/week	3655 kL/week
Biochemical Oxygen Demand (mg/L) Ulverstone Treatment Plant discharge only (* Standard = 40)	4	5	-	-
Biochemical Oxygen Demand (mg/L) Ulverstone Treatment Plant and Simplot discharges (* Standard = 40)	980	936	6	9
NFR (mg/L) Ulverstone Treatment Plant discharge only (*Standard = 60)	4	5	-	-
NFR (mg/L) Ulverstone Treatment Plant and Simplot discharges (*Standard = 60)	365	547	20	39
Presumptive Coliform Count/100mL - Picnic Point Beach - West Beach - Main Beach (*Standard = 1000)	58 320 24	233 294 35	210	989
Presumptive E. Coli/100mL - Picnic Point Beach - West Beach - Main Beach (*Standard = 1000)	21 200 4	62 250 15	530	829
Faecal Streptococci/100mL - Picnic Point Beach - West Beach - Main Beach (*Standard = 1000)	45 140 5	113 417 7	205	897
Enterococci/100mL - Picnic Point Beach - West Beach - Main Beach	10 10 10	48 25 18	100	167
Thermotolerant Coliforms/100mL	-	-	250	565

\* Emission Limit Guidelines: Sewage Treatment Plants (2001), Department of Tourism, Arts and the Environment

## Effective and safe management of wastewater

### 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 Environment, Parks, Heritage and the Arts, Tasmanian Bio Solids Reuse Guidelines 1999.

*Table 11: Composted Sewage Sludge Monitoring Program*

PARAMETER	ANNUAL MEDIAN
Listeria	Not detected *
Salmonella	Not detected *
Thermotolerant Coliforms	<2 **
	<b>COUNT</b>
Enteroviruses (***) pfu/4g)	<1
Reovirus (***) pfu/4g)	<1
Adenovirus (***) pfu/4g)	<1
Helminth ova	<1

\* Standard = Not detected per 100 grams

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

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

## Healthy and safe Places of Assembly

### 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:

During the 2007/2008 financial year there were 45 registerable Place of Assembly premises within the municipal area. Of these, only 37 were registered. The remaining eight premises are currently in progress of being registered. During this period there were five temporary Place of Assembly licences issued.

## Environmental management assessment and investigation

### 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* – as a result of staff turnover and the subsequent reduction in the number of operational personnel, the Environmental Auditing Program was not conducted in the 2007/2008 reporting period. This program will recommence in the 2008/2009 reporting period.

## Environmental management assessment and investigation

*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. Very few 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* – seventeen incidents were received, investigated and documented. These included smoke complaints, water pollution, 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 rectify the problem. They are also advised of the financial penalties for continuing to cause environment harm.

## Management and administration

### 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 Environment and Health Business Plan which in turn forms the basis of an Annual Program of activities;
- Allocation of sufficient budgetary resources to enable the Department 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 Environment and Health, we have developed an 'Environment and Health Business 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 2007/2008 Operational Plan (Estimates) shows estimated and actual expenditure for the 2007/2008 financial year, as well as estimated expenditure for 2008/2009.

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



## Management and administration

### 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) and the Local Government Managers Australia.
- *professional representation* – Michael Stretton represented the Council on the Cradle Coast Authority's Waste Management Advisory Group and the Dulverton Regional Waste Management Authority.

### Physical resources –

The Environment and Health 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    \* \* \*

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