

# Annual Report 2008-2009



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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 21,571 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.

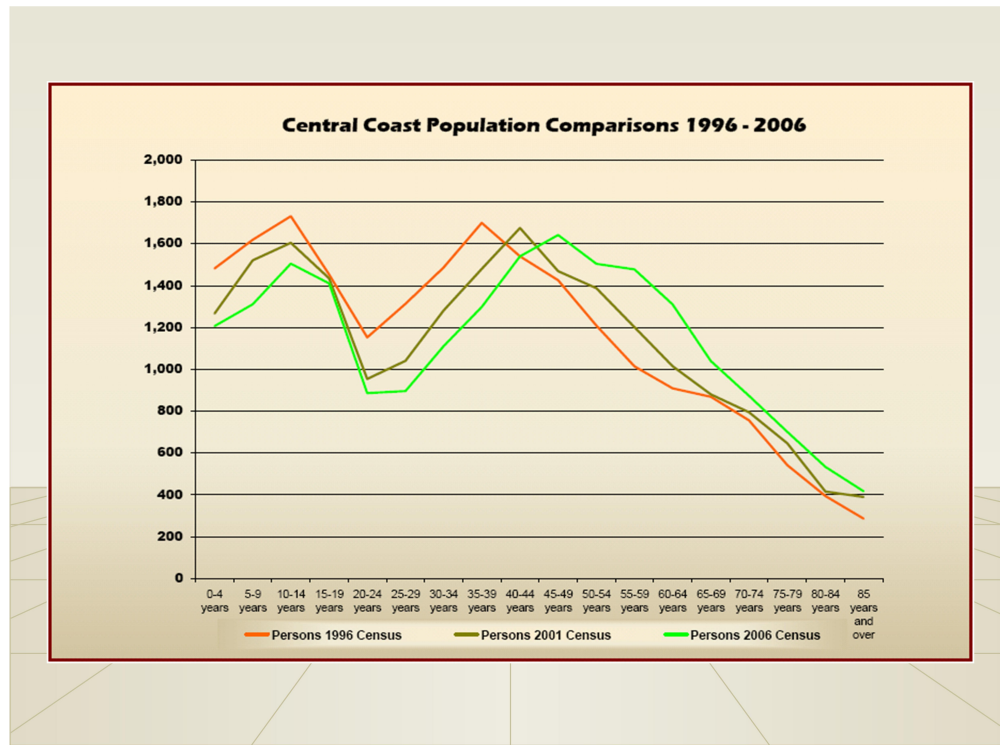


The coastal townships of Penguin (population 5,500 approx.) and Ulverstone (population 12,000 approx.), are the business centres of Tasmania's Central Coast; they offer quality friendly service, a wide range of retail outlets, restaurants, and coffee shops. All the services you would expect from a larger 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



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

Construction commenced on the sports precinct upgrade in February 2009. The precinct upgrade includes a new indoor sports stadium with retractable seating capacity for 1,000 spectators, dormitory accommodation, a social facility; volunteer coastguard facility and new main entrance.

The dormitory accommodation and main entrance are almost complete. The main stadium and coastguard facility are well under way, and the entire precinct is on schedule for completion by the end of December 2009.



Photo: Ulverstone Showground redevelopment.

### Ulverstone Wharf Redevelopment

In 2008, the Council and the Crown completed the joint Expression of Interest process for selecting a preferred developer for the Wharf's redevelopment. Negotiations with a potential preferred developer proved unsuccessful. The Council has since requested that the State Government transfer ownership of the Crown land component of the Wharf Precinct to the Council, so it may continue to progress the Wharf area redevelopment.



Photo: Ulverstone Wharf.

## Highlights at a Glance

### Turners Beach to Ulverstone Shared Pathway

The Council has commenced work on the shared pathway that will link Turners Beach and Ulverstone and it is anticipated that work will be completed by the end of 2009. This project is being supported by funding from both State and Federal Governments in addition to the Council's input and will provide a corridor for cyclists and pedestrians to exercise on and commute between Ulverstone and Turners Beach.

Photo: Shared Pathway under construction.



### Water and Sewerage Reform

The Council completed transition of its Water and Sewerage services to Cradle Mountain Water on 30 June 2009.

#### Transferred

|                   |          |
|-------------------|----------|
| - Employees       | 19       |
| - Water Assets    | \$15.7m. |
| - Sewerage Assets | \$40.5m. |
| - Plant/Equipment | \$0.2m.  |
| - Land/Buildings  | \$2m.    |

Photo: New Ulverstone Wastewater Treatment Plant.



### AusLink Strategic Regional Program

South Riana Road improvements in conjunction with the Burnie City Council are almost complete with only sealing works remaining. Completion is expected in October 2009.

Photo: South Riana Road.



## Highlights at a Glance

### **Car Park Lane facilities**

The Council has undertaken the upgrade of the former Visitor Information Centre, adjacent to the North Reibey Street Car Park, to provide a number of modern public toilets, an updated meeting room and a baby change area. The Council undertook the installation of seven new public toilets, including two disabled cubicles, a new parenting room and external disabled access to the building, in addition to a modern-style meeting room with limited kitchen facilities.



Photo: Car Park Lane public toilets.

### **Ulverstone Surf Life Saving Club disabled access**

The Council contributed to the installation of a disabled access to the first floor of the Ulverstone Surf Life Saving Club. This involved the installation of a lift, with construction commencing in January 2009. The lift is in the process of being commissioned.



Photo: Ulverstone Surf Life Saving Club.

### **Ulverstone Recreation Ground**

The redevelopment of the upstairs section of the new grandstand for use as offices has been completed and a lease for the use of the upstairs section signed with AFL Tasmania.



Photo: New facilities at the Ulverstone Recreation Ground.

## Highlights at a Glance

### **Dial Regional Sports Complex Master Plan**

In April 2009, the Council commissioned consultants to develop a master plan for the Dial Regional Sports Complex at Penguin. This significant facility is adjacent to the Penguin High and Primary Schools and so the master plan will include a broader community campus approach to minimise duplication and improve collaboration between the Council and schools. The master plan will be completed by September 2009.



Photo: Dial Regional Sports Complex.

### **Central Coast Open Space and Recreation Plan**

In April 2009, the Council commissioned consultants to develop an Open Space and Recreation Plan that will identify the forces and trends that will influence the character, composition and requirements of future open space improvements and recreation provision. The resulting Plan will guide the continued development of our open space network and recreation opportunities to deliver the best possible sustainable outcomes for our community. The Plan will be completed by September 2009.



Photo: Penguin playground area.



## Highlights at a Glance

### Regional Recycling Contract

The Regional Recycling Contract was awarded to Veolia Environmental Services. The yellow lid recycle bins are to be rolled out in July/August 2009, with collections commencing in mid-September. Expectations are that the new service will significantly increase the quantity of recyclable material collected from households.



Photo: Fortnightly recycling service.

### Planning scheme

This was the first full year of operation of the Central Coast Planning Scheme 2005. The introduction of the Scheme has resulted in a significant increase in the number of development applications assessed by the Council, with 372 permits issued for the year, up from 291 permits in 2007-2008. The most notable increase occurred in permitted development applications which more than doubled from 118 permits in 2007-2008 to 238. To manage this increase in workload, the Council introduced a 'fast track' assessment process in which certain lower risk permitted development applications are directed through a simplified assessment process. This has reduced both permit processing time and cost to applicants.



Photo: Preservation Bay.



## Highlights at a Glance

### Ulverstone CBD Urban Design Guidelines

This year the Council developed Urban Design Guidelines for the Ulverstone CBD. The Guidelines will provide a strategic framework and a suitable set of development guidelines which will be incorporated into the Central Coast Planning Scheme 2005 to better manage issues such as building height, open space, streetscape, heritage values, car parking, traffic management and infrastructure.

Photo: Ulverstone CBD.



### 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 community's own aspirations. The Council has used the Strategic Framework for Settlement and Investment to shape the development of the Central Coast Strategic Plan 2009-2014 and also to guide the Planning Scheme amendment process.

Photo: Ulverstone.



## Highlights at a Glance

### Central Coast Strategic Plan 2009-2014

The new Strategic Plan was adopted by the Council on 18 May 2009. The development of the new Strategic Plan included consultation with the community through a number of different mechanisms. These included a specific community workshop on the Strategic Plan, along with directions identified through the Council's Strategic Framework for Settlement and Investment adopted by the Council in October 2008, together with the Community Plans developed for the six townships within our municipal area, and other key strategy plans adopted by the Council.



### Occupational Health and Safety National Certification

The Council has successfully completed its first compliance audit of its JAS-ANZ National Certificate to Australian Standard AS/NZS 4801 Occupational health and safety management systems. National Certification remains a significant milestone for any organisation and is a public demonstration of the Council's commitment to continual improvement in health and safety performance.



Photo: Proud Occupational Health, Welfare & Safety Committee representatives Doug Scarfe, Greg Johnstone and Michael Stretton.

## 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 2008, as follows:



|   | Central Coast | State Average |
|---|---------------|---------------|
| Cost of Debt Ratio  | 0.1%          | 1.0%          |
| Revenue per Capita  | \$1,250       | \$1,834       |
| Total Rates per Capita  | \$667         | \$896         |
| Year-end Rates Outstanding                                      | 2.3%          | 3.5%          |
| Electronic Service Delivery<br>(receipts issued electronically) | 46.8%         | 52.9%         |

### Building development

Central Coast experienced another solid year of building development, with a total of 356 approvals valued at \$43.7m. This is slightly down from 2007-2008 in which 375 approvals were issued at a value of \$39.8m. Notably, there was a continuation of strong residential development, with 82 new residences approved for the year, which is comparable to the 95 approved in 2007-2008.



\* Photo: Building construction at Penguin.

## Mayor's Report

On behalf of my fellow Councillors and staff it is my privilege to report to you on the governance and affairs of the Council for the year ended 30 June 2009. The past year has once again been very busy and, at times, quite exciting.



The year commenced with the changeover of our General Manager on 13 July 2008. Katherine Schaefer finished on that date and we thank her for her contribution over the past five years. Sandra Ayton commenced as our new General Manager on 20 July 2008 and we thank her for the way she has adapted to this new position and look forward to working with her for many years to come.

Mr Graeme Marshall retired at the end of July 2008 after 38 years of loyal and dedicated service to local government and the community. We wish Graeme well in his retirement, and will find it difficult to replace Graeme's experience and knowledge of local government. Thank you Graeme for all the advice given to me on many aspects of local government during the past 10 years.

The Ulverstone Ladies and Mens Probus Clubs both celebrated milestones throughout the year. The ladies celebrated their 20th and the men their 25th anniversaries. Both Clubs enjoy very good numbers in membership and give their members the opportunity to meet on a regular basis. Congratulations to both Clubs.

The Council launched the Central Coast Youth Strategy 2008-2013 in August. The Strategy and Action Plan will be a framework to assist the Council in developing a clear direction and to enable effective future planning for our young people over the next five years. We have approximately 3,600 young people in the 12-25 year age group which represents just over 16% of our total population. The Strategy provides the opportunity for the development and growth of our young people and to engage them in decision making. This action has already commenced with the formation of a Youth Council.

August also saw our youth involved in an art exhibition involving all schools in Central Coast. We are blessed with many talented young people. The Penguin High School held its musical production "Disco Inferno" at the Civic Centre and it was a huge success, with all shows sold out.

## Mayor's Report

The Penguin History Group held a photographic exhibition at the railway station titled "Churches of Penguin and the Surrounding District." It was interesting to peruse the photos of some the old churches non-existent today.

Riana Primary School held a debutante ball on 10 October at the Sulphur Creek Hall. This type of function is becoming popular once again with our young people, evidenced by 13 young women making their debut. Moreover, over 250 people attended the function.

We had the pleasure to open a new 5-star bed and breakfast venue for Ben & Leonie Hiscutt of Howth. This is an excellent accommodation facility with magnificent views of the North West coastline.

Mt St Vincent Nursing Home opened its new area, with Archbishop Adrian Doyle blessing the new building. The Home now offers a variety of different types of accommodation which caters for not only the seniors but also some of our younger citizens as well.

The Ulverstone High School held their musical production "Smithy" at the Ulverstone Civic Centre. This was once again another excellent production by the School, with some outstanding performances by students.

We held a community function at Forth to officially open the Forth sewerage works completion and the major roadworks and improvements within the area. We thank the Lions Club of Forth Valley for catering on the day.

The Gunns Plains Hall Committee held their inaugural Potato Festival on Monday, 3 November. Special guest was David Foster and the day proved to be most successful. Let's hope this becomes an annual event.

The official opening of the new Medical Centre in Penguin was held on 6 November 2008 by Sid Sidebottom MP. The Patrick Street Clinic doctors from Ulverstone are providing medical services in the former Penguin Council Chambers and this new service has been well received by the Penguin community.

## Mayor's Report

The Prime Minister, Kevin Rudd, invited all mayors from around the nation to Canberra for the inaugural Australian Council of Local Government meeting. The Australian Government acknowledges the importance of local government to the nation and it was pleasing to receive, on behalf of the Council, \$391,000 worth of funding. These funds have been allocated by the Council to six projects throughout the municipal area.



The new building at the Ulverstone Recreation Ground was officially opened on 7 December 2008. This building replaced the old grandstand which was destroyed by fire. AFL Tasmania has entered into an agreement with the Council for the use of the top floor as its North West headquarters and has extended to other leagues the use of these rooms. The day of the opening also saw the resurgence of the former Ulverstone Athletic Carnival. The Carnival attracted many entries and will once again become, we hope, an annual event.

The Christmas carol services at both Ulverstone and Penguin were once again well attended. This is a very special annual event where we celebrate the birth of Jesus Christ and come together as communities to enjoy this happy time of the year.

The Australia Day service concert was once again a success, with over 400 people enjoying the excellent local talent. We thank all those involved for giving us another night to remember.

Mrs Woni Burt and Dr Patrick O'Sullivan became Australian Citizens during the Australia Day service.

Seventeen people became Australian citizens during the year.

Mr Tim McLaren organised the first "Night Under the Stars" concert held at the Outdoor Entertainment Centre. The event showcased the wealth of talent we have on the North West Coast. The event was well attended and we look forward to next year's event.

The Riana Pioneer Park Committee held a dedication day on Sunday, 8 February 2009 to recognise members of the Committee who have worked vigorously to make this park so popular with the travelling public and for the enjoyment of locals. Congratulations to everyone involved with the park; you should all be very proud of your achievements.



## Mayor's Report

February was an exciting month with the long-awaited start of the redevelopment of the Ulverstone Showground. The Council and staff, with our community, have worked tirelessly over the past three years to bring together this \$6.5m. redevelopment. We thank the State and Federal Governments for their contributions towards this venue. The redevelopment is expected to be completed by December 2009.

The Prime Minister, Kevin Rudd visited Central Coast in April and he requested the Central Coast Council to host the Jobs Forum at our Civic Centre. Over 200 people attended the forum, with the Prime Minister updating us on the current economic crisis that our nation was experiencing. Following the Prime Minister's address, questions were taken from the floor. We thank the Prime Minister for giving us the opportunity to host such a forum.

The Penguin Surf Life Saving Club's bid to host the 2010 Inflatable Rubber Boats national championships was successful. The Club will host these championships in April 2010. It is expected around 600 competitors will take part in the championships, with over a 1,000 people set to visit our area. Well done, Penguin Surf Club.

The Australian Government announced Infrastructure Project funding with grants up to \$2m. The Council has applied for funding to install a natural gas pipeline from Gawler to Ulverstone. If successful with our application, this will create up to 40 new jobs while the pipeline is being constructed with 10 new jobs required to complete the roll-out around the township. We are hopeful that as the pipeline is installed the optic fibre broadband cable will also be installed in the same trenches. At the time of writing this report no announcements regarding our application had been made.

In May we held an appreciation day for all our volunteers who staff the many community groups and organisations in Central Coast. The function was well attended and a representative from Volunteering Tasmania made a presentation on the role of the volunteer. Thank you to all our volunteers; Central Coast would not be the caring and thoughtful place we know without your hard work.

The State Government introduced the Community Service Obligations Bill into Parliament in May. This Bill, if passed, shifts the responsibility of who pays for the Pensioner Rate concessions relating to Water and Sewerage. Local government in Tasmania believes this is a State Government responsibility and has indicated to the Government its thoughts on this Bill. Briefings to Legislative Councillors by Mayors and the Local Government Association took place in Hobart, with the Government deciding

## Mayor's Report

to set aside the Bill until further discussions are held with local government. A decision has been set down for August.

The Ulverstone Fire Brigade celebrated its centenary in June with a gala function in the Civic Centre. Peter C. Broadfield produced an excellent book on the history of the Brigade which makes interesting reading following the progress made over all those years. In past years many buildings, which today would be placed on the Heritage Register, were destroyed by fire. The family atmosphere that exists within this Brigade really shines out when you attend its functions. Members and their families are truly committed to providing this necessary emergency service to the community and it is very reassuring to know when danger is near we have such dedicated people on hand to help out.

At the end of June the Council farewelled staff who were transferring over to the new water and sewerage authority. Nineteen staff have transferred and we wish them all well in their new roles and thank them for their work with the Central Coast Council.

The Council has experienced another busy year within our Building and Planning sections, with 82 new dwellings and 39 new units being approved.

There were a total of 356 building approvals, with the total value of all approvals being \$43.725m.

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 assisted in consolidating 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:

## Mayor's Report

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

(Cr) Mike Downie  
MAYOR

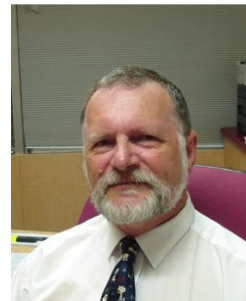
## Governance Arrangements

### Organisational Structure

***Sandra Ayton***, General Manager



***Cor Vander Vlist***, Director Corporate & Community Services



***Michael Stretton***, Director Development & Regulatory Services



***Bevin Eberhardt***, Director Engineering Services

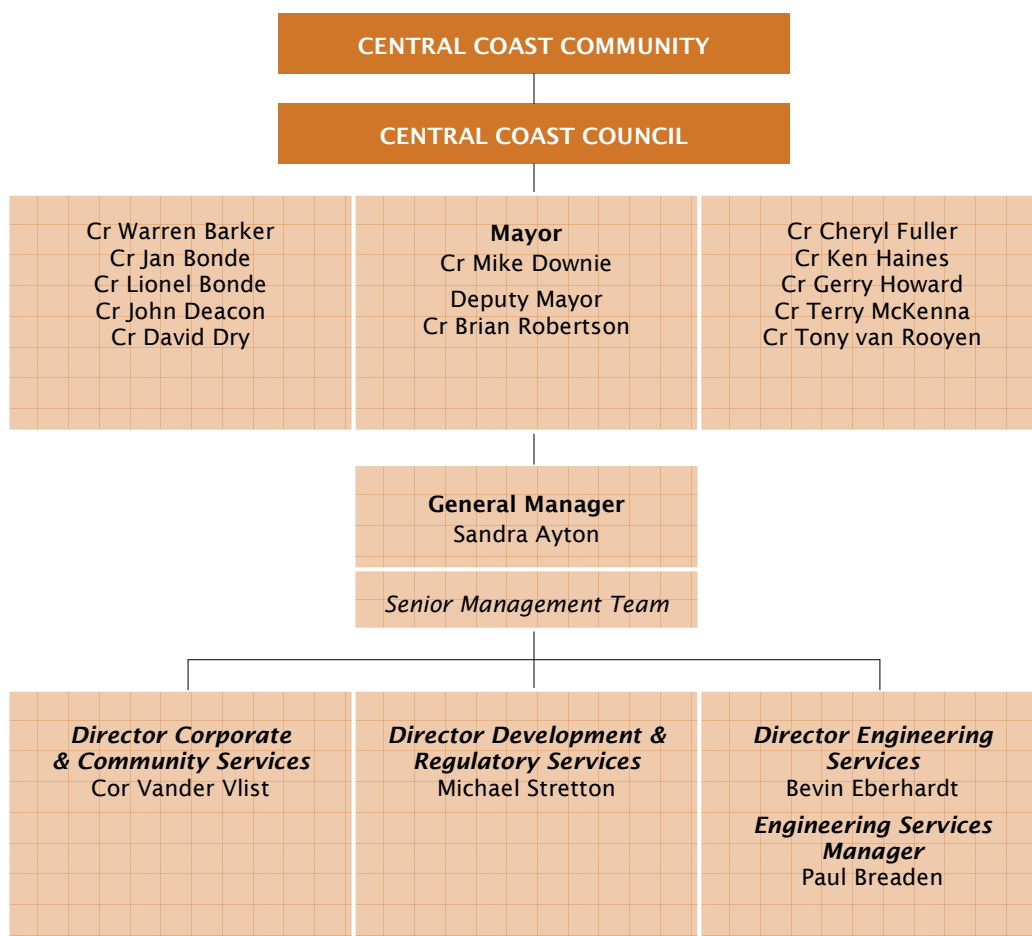


## Governance Arrangements

***Paul Breden***, Engineering Services Manager



## Governance Arrangements





## Governance Arrangements

### Council Members and Committee Membership

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

- Local Government Association of Tasmania  
AGM and General Meetings
- 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
- 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***

- Bush Watch Western District Committee
- Community Small Grants Scheme Panel



## Governance Arrangements

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

- Economic Development Planning Committee
- Development Support Special Committee
- Community Small Grants Scheme Panel



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



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

- Central Coast Chamber of Commerce and Industry Inc.
- Ulverstone Surf Life Saving Club
- Central Coast Youth Council



## Governance Arrangements

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

- Ulverstone Band
- Councillors Code of Conduct Panel



### ***Cr Cheryl Fuller***

- Penguin Surf Life Saving Club
- Castra-Sprent-Nietta Community Advisory Committee (Liaison)
- Australia Day Awards Committee
- Community Small Grants Scheme Panel
- Penguin Miniature Railway Committee (Liaison) (from 20.04.2009)



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

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



## Governance Arrangements

### ***Cr Gerry Howard***

- 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
- Development Support Special Committee



### ***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        | 12               |
| Bonde, Jan            | 14               |
| Bonde, Lionel         | 15               |
| Deacon, John          | 13               |
| Downie, Mike          | 13               |
| Dry, David            | 12               |
| Fuller, Cheryl        | 14               |
| Haines, Ken           | 13               |
| Howard, Gerry         | 15               |
| McKenna, Terry        | 14               |
| Robertson, Brian      | 14               |
| van Rooyen, Tony      | 13               |
| <i>Total meetings</i> | <i>15</i>        |

## Governance Arrangements

### Council Statistics

Table 2 - Assets Data

| Assets   |                                   |
|--|-----------------------------------|
| <b>Roads</b>                                   |                                   |
| Urban - Sealed/Unsealed                        | 133km/1 km                        |
| Rural - Sealed/Unsealed                        | 403km/133km                       |
| <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>2008-2009</b>   |
|------------------------------------|--------------------|
| Area                               | 932km <sup>2</sup> |
| Population (June 2006)             | 21,571             |
| Non Current Assets                 | \$324,108,325      |
| Non Current Liabilities            | \$3,822,414        |
| Nett Wealth of the Council         | \$327,174,540      |
| Revenue                            | \$31,348,290       |
| Rates                              | \$15,191,204       |
| Rates per Capita                   | \$715              |
| Loan Debt                          | \$1,573,630        |
| Debt Service Ratio                 | 0.51%              |
| Water Connections                  | 8,330              |
| Sewerage Connections               | 7,755              |
| Water Purchased (megalitres)       | 3,799,232          |
| Rateable Properties                | 10,208             |
| Planning and Building Applications | 728                |
| Rates Outstanding                  | 2.08%              |
| Electors (June 2007)               | 15,856             |

## Governance Arrangements

*Table 4 - Staffing - Employee Numbers*

|                                      | Full-time<br>equiv. |           |           | Total      |
|--------------------------------------|---------------------|-----------|-----------|------------|
| Department                           | Full-time           | Part-time | Casual    |            |
| General Management                   | 6                   |           |           | 6          |
| Corporate & Community<br>Services    | 27                  | 25        | 54        | 106        |
| Development &<br>Regulatory Services | 12                  | 1         | 2         | 15         |
| Engineering Services                 | 86                  | 3         |           | 89         |
| <i>Total</i>                         | <i>131</i>          | <i>29</i> | <i>56</i> | <i>216</i> |

*Table 5 - Complaints*

| Nature              | No. Received |
|---------------------|--------------|
| Staff               | 10           |
| Fees and Charges    | -            |
| Service/Product     | 3            |
| Communication       | 2            |
| Policies/Procedures | 3            |

## General Manager's Report

It is with great pleasure that I present to you the Central Coast Council Annual Report, highlighting work undertaken by the Council over the past financial year on behalf of the community it serves. The production of the Annual Report was a collaborative process involving staff from across the organisation.



The Council continues to work to deliver quality infrastructure services for the Central Coast municipal area. The \$6m. extension to the Ulverstone Showground redevelopment upgrade, the largest single project in the 2008-2009 capital works program, commenced this year and is on schedule for completion by the end of December 2009. The Capital Program for 2008-2009 was estimated at \$18m. of which \$10m. was completed. The Ulverstone Showground redevelopment upgrade was one of the main projects that funds were carried over for its completion in the 2009-2010 year. Other areas of major capital works included \$2.3m. of work undertaken on roads, bridges and footpaths during the year and \$2.3m. of work undertaken on water, sewerage and drainage projects. Other major projects either completed or substantially completed by the end of the year included the South Riana Road improvements (in conjunction with the Burnie City Council) funded through the AusLink Strategic Regional Program, the Car Park Lane public toilet facilities and baby change area, Ulverstone Recreation Ground middle grandstand and the Ulverstone Surf Life Saving Club disabled access. The Turners Beach to Ulverstone Shared Pathway has commenced and is anticipated that work will be completed by the end of 2009.

Financially, the Council remains in a strong position, despite high levels of volatility in the global markets – a positive sign of the Council's prudent and responsible approach. The Council achieved an operational surplus of \$5.85m. for the year compared to a budgeted surplus of \$3.54m. The increase from budget is principally attributed to transfer of subdivision assets from developers and capital grants to the Council.

Total Council revenue increased to \$31.35m. compared to \$26.57m. in the previous year. Rates revenue continues to be the most significant source of revenue for the Council, representing 48.46% of revenue. The Council's nett assets have increased by \$18.17m. from \$309m. to \$327.17m. Further detail is provided in the Financial Report.

## General Manager's Report

The audited annual financial statements have been drawn up in accordance with the requirements of the Australian Accounting Standards and are appended to the end of the Annual Report.

After extensive community consultation, the Strategic Framework for Settlement and Investment and the Strategic Plan 2009-2014 were both adopted. These provide the Council with the strategic direction and the blueprint to make the Central Coast area a better place to live.

This was the first full year of operation of the Central Coast Planning Scheme 2005. This has resulted in a significant increase in the number of development applications assessed by the Council and we thank the community for its understanding as we embarked on this process. The staff have shown their commitment to continuous improvement by further refining the assessment process which has resulted in a reduction in both permit processing time and costs to applicants on lower risk permitted development applications. The Council has also been working on the Penguin Urban Design Guidelines which are currently with the Resource Planning and Development Commission for certifying prior to being advertised for public comment. The Ulverstone CBD Urban Design Guidelines have also been developed over this last year incorporating a set of development guidelines to be included in the Planning Scheme.

The Council has continued its commitment to its policy to 'reduce and, where practicable, eliminate the risk of injury or damage to the health of all Council employees, contractors and visitors.' The organisation's goal is to achieve 'zero injuries'. As part of our commitment to continuous improvement we have continued having our system audited externally. It is pleasing to note that we have been successful in maintaining our Accreditation and also signed off on the majority of the potential risks raised in the previous audit.

The water and sewerage reform has continued to be a major issue for local government over the last year as councils have worked with the State Government to provide for a smooth transition to the regional water and sewerage corporations which will come into effect on 1 July 2009. The transition of the Council's water and sewerage services to Cradle Mountain Water and Onstream has been resource intensive and I am pleased to report that we have complied with the requirements of the transfer orders in regards to staff, assets and plant and equipment within the required timeframe. There are 19 staff who transfer over to Cradle Mountain Water on 1 July 2009. We wish them well in

## General Manager's Report

working for the new corporation and while they are working for Cradle Mountain Water they are still working for the residents of this community and I'm sure that their commitment to this community will not change.

I express my appreciation to all Councillors for their untiring commitment, energy and leadership over the past year. The demands placed on Councillors are significant and they are to be congratulated for their individual and collective contributions to improving the wellbeing of the community.

I also thank and commend all the staff of the Central Coast Council. Their dedication to the effective implementation of the Council's decisions for the community's long-term wellbeing and prosperity is outstanding.

I commend this 2008-2009 Annual Report to you.

Sandra Ayton  
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.

Update and implement emergency management plans.

### 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 appointed a Public Safety Coordinator. Part of the role is to act as the Deputy Municipal Emergency Management Coordinator.

We have participated in the development of the Mersey District Pandemic Plan and provided support for the Swine Flu Clinic at East Devonport.



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

Provision of high-quality and affordable child care options.

Our procedure for receiving Flood Watch and Warnings advice has been updated.

The Council provides the following child care options:

- Ulverstone Child Care Centre - long day care and holiday programs (licensed for 75 places).
- Penguin Fun Club Outside School Hours Care Program provides for 'out of school hours' care and vacation care (licensed for 30 places). This service operates out of the Penguin Primary School.
- 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.

Support volunteer services by providing practical assistance and support.

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.

Promote Positive Ageing.

The Council has continued to work within the Central Coast Positive Ageing Strategy to support access to physical and social resources and to promote quality of life for seniors. The Council has encouraged the coordination of services for seniors, worked collaboratively with community groups and organisations to advocate the needs of older people in the community, and been heavily involved in Seniors Week.

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

Support youth through the provision of youth services.

The Council has actively pursued a range of strategies to improve services and activities available to youth within the Central Coast area. The Council has developed a mobile drop-in centre, and successfully obtained funding to establish a Battle of the Bands Competition and a youth website. The Council employs a Youth Officer and has continued to actively support the Youth Council (LIFT) and Youth Week as well as working in cooperation with neighbouring councils and community groups to organise regular events and activities.

Support the provision of medical services in Penguin through the growth of 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 Federal Government, completed the conversion of the first floor of the former Penguin Council offices into the Penguin Medical Clinic. The service has proven to be successful and an application for funding has been undertaken for the purpose of expanding the centre to include the use of the bottom floor for services ancillary to the medical use of the top floor.

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

### Education

*Create meaningful lifelong learning opportunities.*

Photo: Youth Officer Mel Woodhouse and Community Services student Edna Jeffrey with a new mobile drop-in centre for youth.



### **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.

### **Performance**

The Council 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.

The focus of the Committee also includes providing three business breakfasts throughout the year; linking with the Guaranteeing Futures Task Force and contributing to student attendance at the National Leadership Camp each year.

## 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.

Develop a Strategic Framework for Settlement and Investment.

### **Performance**

The Council provides services to vacant commercial land at Alexandra Road as development occurs.

Options are being explored for the further development of the land east of Export Drive for industrial and/or commercial purposes.

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 community’s own aspirations. The Council has used the Strategic Framework for Settlement and

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

Facilitate the Ulverstone Wharf redevelopment.

Investment to shape the development of the Central Coast Council Strategic Plan 2009-2014.

In 2008, the Council and the Crown completed the joint Expression of Interest process for selecting a preferred developer for the Wharf's redevelopment. Negotiations with a potential preferred developer proved unsuccessful. The Council has since requested that the State Government transfer ownership of the Crown land component of the Wharf Precinct to the Council, so it may continue to progress the Wharf area redevelopment.

## 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 - 176
- Gawler Room - 171
- Isandula Room - 246
- Manager's Office/Other - 202

Utilisation of Council halls was as follows:

- Castra-Sprent Community Centre - 10
- Montgomery Room - 29
- Gawler Hall - 56
- North Motton Hall - 61
- Penguin Railway Station - 80
- Riana Community Centre - 99
- Sulphur Creek Hall - 134
- Turners Beach Hall - 137

## 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 Showground. 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 grant funding from the Australian Government for the Turners Beach to Ulverstone Shared Pathway. Work has commenced on the shared pathway and is expected to be completed by December 2009.

Recognise and/or celebrate significant community events.

The Council supported the following community events:

- Cradle Coast Rotary Art Exhibition
- 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.

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 will be an addendum to the document).



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

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 focused 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!

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 1,234.5 hours (1,041 bookings – a decrease of 32 bookings from last season).

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

|  |  |
|--|--|
| Operate the Ulverstone Waterslide during the summer months.  | <p>The Waterslide operated for the period 25 November 2008 to 22 March 2009 (a total of 70 days compared to previous average of 95 days due to weather and availability of qualified staff).</p> <ul style="list-style-type: none"> <li>• Highest utilisation day - 277 tickets</li> <li>• Average tickets sold per day - 100</li> <li>• Private bookings for season - 120 hours.</li> </ul>   |
| Complete redevelopment work at the Ulverstone Recreation Ground.                                   | <p>Fitting out of the upstairs section of the new grandstand as part of the redevelopment of the Ulverstone Recreation Ground has been completed in conjunction with a grant from AFL Tasmania. The Council has entered into a lease with AFL Tasmania for the use of the upstairs section to provide office space.</p>  |
| 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>• Rotary Club of Ulverstone West (\$1,000) - Rotary Youth Leadership Awards</li> <li>• Rotaract Club of Central Coast (\$2,272.73) - Interact Youth Leadership Camp</li> <li>• Leven Masonic Lodge (\$240.90) - Chocolate Run at Easter time in the parks</li> <li>• Central Coast Christmas Committee (\$2,000) - Host a community Christmas production</li> <li>• New Mornings Ministries (\$2,759.83) - Volunteer program to assist with mental health issues to host a seminar on grief and loss</li> <li>• 1st Penguin Scout Group (\$2,530) - Electrical works at Penguin Scout Hall.</li> </ul> |

## 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: Community working bee at Sulphur Creek to  
re-vegetate the fragile dune system.



#### ***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 been  
implemented including receiving additional  
funding for weed removal and management  
projects.

Maintenance of foreshore and liaison with  
Coastcare and school groups has been  
undertaken in respect of environmental works.

Progression of an integrated approach to NRM  
and parks.

Parks and open space areas have been  
maintained to acceptable standards.

## 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**

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

Develop tourism marketing and promotional resources.

Upgrade facilities at the Leven Canyon.

#### **Performance**

The Council has initiated the TVIN accreditation process for the Penguin Visitor Information Centre and aims to complete this in 2009 at which time it is planned to undertake TVIN accreditation for the Ulverstone Museum.

Implementation of the Coast to Canyon Scenic Drive signage has continued.

The Coast to Canyon Brand concept continues to be used in all promotional materials and also incorporated in the design of new promotional brochures.

The Council has completed a brochure, the Edge Track and picnic shelter upgrade at the Leven Canyon and commenced the Stage 2 interpretation and Edge Track Lookout.

## Strategic Plan's Future Directions - Governance

### Governance

*Plan and manage Council resources.*

Photo: Corporate & Community Services leadership team.



### ***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 The Advocate newspaper on Tuesdays
- 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 the 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 Showground.  |
| ✓ | • The commitment will ensure the relocation of the Wharf tenants to the Showground 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.   |



## Strategic Plan's Future Directions - Governance

|   |  |
|---|--|
| ✓ | • Completed initial discussion with the Department of Infrastructure, Energy and Resources (DIER) re the future maintenance and enhancement of Preservation Drive. |
| ✓ | • Completed 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.   |

## Strategic Plan's Future Directions - Governance

|   |  |
|---|--|
| ✓ | • 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.  |
| ✓ | • Exchange 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.

Develop a Strategic Plan for the next five years.

The Central Coast Council Strategic Plan 2009-2014 was adopted by the Council on 18 May 2009. The development of the Strategic Plan included consultation with the community through a number of different mechanisms. These included a specific community workshop on the Strategic Plan, along with directions identified through the Council's Strategic Framework for Settlement and Investment adopted by the Council in October 2008, together with the Community Plans developed for the six townships within our municipal area, and other key strategy plans adopted by the Council.

## Strategic Plan's Future Directions - Governance

|  |   |
|--|---|
| 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: Engineering and Works.   |
| 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 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.<br>Councillors' allowances - \$225,037<br>Councillors' expenses - \$42,240.  |
| 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 | 2             | \$212,362           |
| \$120,000-\$140,000 | 1             | \$128,764           |
| \$140,000-\$160,000 | -             | -                   |
| \$160,000-\$180,000 | 1             | \$164,584           |

## Strategic Plan's Future Directions - Governance

|  |  |             |    |                |          |                   |          |         |         |
|--|--|-------------|----|----------------|----------|-------------------|----------|---------|---------|
| Progress Water and Sewerage Reform.  | <p>The Council completed the transition of its Water and Sewerage services to Cradle Mountain Water on 30 June 2009.</p> <p>Transferred</p> <table> <tr> <td>- Employees</td><td>19</td></tr> <tr> <td>- Water Assets</td><td>\$15.7m.</td></tr> <tr> <td>- Sewerage Assets</td><td>\$40.5m.</td></tr> <tr> <td>- Other</td><td>\$2.2m.</td></tr> </table> | - Employees | 19 | - Water Assets | \$15.7m. | - Sewerage Assets | \$40.5m. | - Other | \$2.2m. |
| - Employees  | 19   |             |    |                |          |                   |          |         |         |
| - Water Assets   | \$15.7m.   |             |    |                |          |                   |          |         |         |
| - Sewerage Assets  | \$40.5m.   |             |    |                |          |                   |          |         |         |
| - Other  | \$2.2m.  |             |    |                |          |                   |          |         |         |
| Develop Asset Management Plans.  | The policy and strategy have been adopted by the Council. Draft plans have been completed for all asset classes.   |             |    |                |          |                   |          |         |         |
| Prepare forward programs.  | The five-year plan has been updated for roads, footpaths, bridges, car parks, water, sewerage, drainage and waste management.  |             |    |                |          |                   |          |         |         |
| Implement maintenance and capital works in accordance with the Estimates.                | Works have been 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. Inspections of building assets commenced including essential safety and health measures, electrical testing and tagging, asbestos register, fire safety and lift maintenance.   |             |    |                |          |                   |          |         |         |
| Ensure infrastructure to subdivisions is designed and constructed to approved standards. | The Council 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.   | The Council participated in the State Rural Speed Limit Reviews.   |             |    |                |          |                   |          |         |         |
| Assess the need for sealing further unsealed roads.                                      | A survey of unsealed roads has been completed for inclusion in Road Asset Management Plan.   |             |    |                |          |                   |          |         |         |

## Strategic Plan's Future Directions - Governance

|  |  |
|--|--|
| Provide integrated footpath network.                                   | The Council constructed new footpaths, including Leven Street, Sunset Lane and Turners Beach Road, and renewed footpaths, including Eastland Drive, Forth Road and Lovett Street.  |
| Upgrade timber bridges.  | Bridge replacement tenders for Thompsons Road and Isandula Road were approved. Construction will occur during 2009-2010 due to resource limitations and contractor availability.   |
| Provide additional public car parks.                                   | The Penguin Parking Strategy commenced in conjunction with Penguin Urban Design Guidelines.  |
| Complete projects under the Roads to Recovery (R2R2) program.          | The Council completed implementation of R2R2 projects over four years. Projects included Leith Road, South Riana Road and Reynolds Road.   |
| Improve drainage.  | Operational improvements completed include the Forth Recreation Ground, Allport Street, Vincent Street and Deviation Road.   |
| Improve sewerage services.   | The upgrade of the Ulverstone Wastewater Treatment Plant, various switchboards and pump improvements has commenced.  |
| Provide public amenities.  | Completed 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 2008 assessment resulted in an increase in ranking from 80% to 87%.</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</i></p> |

## Strategic Plan's Future Directions - Governance

|  |  |
|--|--|
|  | <p><i>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 2008-2009 totalled 3,015.   |
| Provide for the Council's services to be accessed over the Internet.   | The Council updates its web page regularly and a further review is planned to ensure it is more contemporary and easier to navigate.   |
| 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.   |

## Strategic Plan's Future Directions - Governance

*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) |
|--|--|-------------------------|--|
| CBM Design Solutions Pty Ltd<br>PO Box 1931<br>Launceston 7250               | Design, supply, manufacture and install new integrated switchboard for Helen Street Pump Station | August 2008             | \$162,590  |
| Motors Trucks<br>PO Box 412<br>Launceston 7250                               | Supply and delivery of one Isuzu FVR1000 road maintenance vehicle                                | August 2008             | \$220,327  |
| Hardings Hotmix Pty Ltd<br>PO Box 709<br>Ulverstone 7315                     | Supply of sprayed bitumous seal  | June 2008-<br>July 2009 | \$656,232  |
| Roadways Pty Ltd<br>PO Box 303<br>Glenorchy 7010                             | Supply and delivery of hot-mix asphalt   | July 2008-<br>June 2009 | \$118,289  |
| VEC Civil Engineering P/L<br>PO Box 812<br>Ulverstone 7315                   | Design and construct replacement bridge over Clayton Creek                                       | January 2009            | \$114,480  |
| Matthews Constructions Pty Ltd<br>PO Box 168<br>Devonport 7310               | Construction of Ulverstone Showground Development and Indoor Sports Precinct                     | June 2008-              | \$5,453,909  |
| De Jong & Sons Constructions Pty Ltd<br>11 Eastland Drive<br>Ulverstone 7315 | Erection and fitout of office and storage building   | October 2008            | \$226,500  |
| JF Machinery Pty Ltd<br>288 Georgetown Road<br>Launceston 7248               | Supply and delivery of JCB 3CX Backhoe   | December 2008           | \$145,165  |
| Tas Span Pty Ltd<br>PO Box 225<br>Latrobe 7307                               | Replacement of bridge over West Gawler River at Isandula Road                                    | January 2009            | \$292,314  |
| Mead Con<br>89 Devonport Road<br>Quoiba 7310                                 | Concrete lining of No 2 Pasveer Ditch  | February 2009-          | \$122,200  |



## Strategic Plan's Future Directions - Governance

|  |   |           |   |
|--|---|-----------|---|
| Vinidex Pty Ltd<br>Unit 1/10 Duerdin Street<br>Notting Hill 3168 | Supply and deliver 732m of<br>DN450 PVC-M series 2 pipe | June 2009 | \$115,892                                   |
| Shaw Contracting Pty Ltd<br>776 Whitmore Road<br>Whitmore 7303   | Braddon Street, Ulverstone<br>pipeline replacement      | June 2009 | \$197,612<br>(inc. \$25,000<br>contingency) |

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

In the case of the Ulverstone Wastewater Treatment Plant UV Disinfection civil and structural works, an exemption from the public tender process is considered applicable for the following reasons:

(1) Extenuating circumstances -

It was critical that the works were completed as a matter of urgency so that the Council did not incur significant costs by delaying the installation of the UV equipment (separate contract), which was awaiting delivery to site from Sydney.

Completion of works was also required prior to the transfer of assets to the regional authority, and

(2) The unavailability of competitive or reliable tenderers -

The only tender submitted through the public tender process was significantly higher than both the independent estimate and the budget allocation.

The contract was awarded to Meadson Constructions in the amount of \$118,091 (exc. GST).

(Council Minute No. 448/2008 - 15.12.2008)

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 (CCW) for domestic consumption. CCW has indicated that it has adequate infrastructure and supply to meet the Council's demands.

## Strategic Plan's Future Directions - Governance

Meet parking control statutory and regulatory obligations.

Car parks and streets are regularly monitored, with 491 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.

*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 (0.89% p.a.).

| Cost Item                    | Lower Limit<br>(min. business<br>viability)<br>\$'000 | Upper Limit<br>(max. allowable<br>revenue)<br>\$'000 |
|------------------------------|---|--|
| Operation and Maintenance    | 3,786   | 3,786  |
| Administration and Overheads | 379   | 379  |
| Externalities                | -   | -  |
| Taxes and Tax Equivalents    | 12  | 12   |
| Cost of Asset Consumption    | (a) 311   | (b) 295  |
| Interest and Dividends Paid  | -   | -  |
| Cost of Capital              | -   | (c) 1,089  |
| <b>Total</b>                 | <b>4,488</b>  | <b>5,561</b>   |

(a) Based on 2% of written down asset value.

(b) Reported depreciation, based on current replacement values of assets.

(c) Weighted average cost of capital, 7% real pre-tax applied to written down asset valuation base.

## Strategic Plan's Future Directions - Governance

*Table 9b - Cost Recovery and Rate of Return Performance*

|   |           |
|---|-----------|
| Total Revenue (\$'000)                    | 4,611     |
| Average Asset Valuation for Year (\$'000) | 15,562    |
| Real Rate of Return on Assets (% p.a.)    | (d) 0.89% |

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

*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 (5.81% p.a.).

| Cost Item                    | Lower Limit<br>(min. business viability)<br>\$'000 | Upper Limit<br>(max. allowable revenue)<br>\$'000 |
|------------------------------|--|---|
| Operation and Maintenance    | 1,329  | 1,329   |
| Administration and Overheads | 338  | 338   |
| Externalities                | -  | -   |
| Taxes and Tax Equivalents    | 16   | 16  |
| Cost of Asset Consumption    | (a) 784  | (b) 967   |
| Interest and Dividends Paid  | 9  | -   |
| Cost of Capital              | -  | (c) 2,743   |
| <b>Total</b>                 | <b>2,476</b>                                       | <b>5,393</b>                                      |

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

*Table 10b - Cost Recovery and Rate of Return Performance*

|   |           |
|---|-----------|
| Total Revenue (\$'000)                    | 4,925     |
| Average Asset Valuation for Year (\$'000) | 39,184    |
| Real Rate of Return on Assets (% p.a.)    | (d) 5.81% |

- (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 data-base systems, websites and the geographic information system. Major upgrades this year included the Records Management System, and the programmed replacement of desktop personal computers.                             |
| Process statutory building/plumbing, environment and health, and planning applications.  | See Tables 11-15 below for details.   |

*Table 11 - Environmental Management Processing Times*

| <i>Parameter</i><br><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<br>Statutory requirement is 18 days. | 39                         | 9.5                        | 78                      | 1                        |
| Food Business *   | 123                        | 25                         | 74                      | 1                        |
| Public Health Risk Activity *                                 | 6                          | 30                         | 63                      | 3                        |
| Place of Assembly *   | 37                         | 14                         | 66                      | 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*

| <i>Category \ Parameter</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               | 356                        | 8.2                        | 618                     | 1                        |
| Dwellings                   | 82                         | 8.9                        | 411                     | 2                        |
| Units                       | 39                         | 10.6                       | 160                     | 4                        |
| Additions                   | 92                         | 8.3                        | 602                     | 1                        |
| Alterations                 | 16                         | 10.1                       | 618                     | 1                        |
| Outbuildings                | 105                        | 7.7                        | 275                     | 2                        |
| Other buildings             | 23                         | 9.4                        | 207                     | 3                        |

Statutory requirement is 7 days.

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

## Strategic Plan's Future Directions - Governance

*Table 13 - Building Approvals - Comparisons*

| Parameter                                     | 2005-2006           | 2006-2007           | 2007-2008           | 2008-2009           |
|---|---------------------|---------------------|---------------------|---------------------|
| <i>No. of Approvals</i>                       | <i>437</i>          | <i>441</i>          | <i>375</i>          | <i>356</i>          |
| <i>Total Value (\$)</i>                       | <i>\$29,747,044</i> | <i>\$40,194,403</i> | <i>\$39,869,632</i> | <i>\$43,725,204</i> |
| Dwellings -<br>No. approved<br>\$ value       | 74<br>\$15,453,395  | 94<br>\$20,974,390  | 95<br>\$22,580,730  | 82<br>\$20,532,975  |
| Flats/Units -<br>No. approved<br>\$ value     | 42<br>\$4,957,000   | 53<br>\$7,574,300   | 27<br>\$3,378,000   | 39<br>\$5,373,000   |
| Additions -<br>No. approved<br>\$ value       | 113<br>\$4,093,904  | 100<br>\$3,764,637  | 78<br>\$3,835,100   | 92<br>\$4,234,290   |
| Alterations -<br>No. approved<br>\$ value     | 23<br>\$567,970     | 22<br>\$505,200     | 15<br>\$834,000     | 16<br>\$569,450     |
| Outbuildings -<br>No. approved<br>\$ value    | 158<br>\$1,468,991  | 135<br>\$1,775,249  | 132<br>\$2,184,702  | 104<br>\$1,762,589  |
| Other buildings -<br>No. approved<br>\$ value | 27<br>\$3,205,784   | 37<br>\$5,600,627   | 28<br>\$7,057,100   | 23<br>\$11,252,900  |

Statutory requirement is 42 days.

## Strategic Plan's Future Directions - Governance

*Table 14 - Subdivision - Nett Lots Approved*

| Locality      | 2008-2009 |
|---------------|-----------|
| Rural         | -         |
| Leith         | -         |
| Forth         | 3         |
| Turners Beach | 3         |
| Ulverstone    | 12        |
| Penguin       | 12        |
| Sulphur Creek | -         |
| Heybridge     | 11        |

*Table 15 - Planning Permit Processing Times*

| Category                     | 2008-2009        |                 |
|------------------------------|------------------|-----------------|
|                              | No. Applications | Av. No. of Days |
| Permitted                    | 238              | 19              |
| Discretionary - Developments | 125              | 36              |
| - Subdivisions               | 9                | 42              |

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.

Provide waste management disposal facilities.

The Council has participated in the Waste Management Strategy for the Cradle Coast Region.

Dulverton Waste Management (DWM), owned by the Central Coast, Devonport City, Latrobe and Kentish Councils, operates a regional landfill at Dulverton, Tasmania.

This financial year has seen the introduction of a new four person skills-based Board at DWM. The Board contains skills in areas such as landfill and environmental management, strategic planning, local government management and governance.

Waste quantities handled by DWM have increased by 18% from 2007-2008 to around 50,000 tonnes for 2008-2009. This increase has been the result of the development of the Dulverton Organics Recycling Facility (DORF) in late 2008, which has also resulted in less waste going to landfill from 2007-2008 of around 4%. Not only has this facility extended the life of the landfill, it has significantly reduced DWM's greenhouse gas emissions and increased our revenue by around \$285,000. Nett profit after tax has decreased by \$144,088 to \$540,505, which is a great achievement given operating expenditure included around \$540,000 of



## Strategic Plan's Future Directions - Governance

capping works on the historical section of the landfill. Participating Councils' equity has grown by \$662,819 to \$3,876,728.

Significant achievements of 2008-2009 consisted of:

- . Development and operation of the DORF;
- . Obtaining ISO 14001 Environmental Management System certification to improve environmental risk management and continuous improvement;
- . Facilitation of the Cradle Coast Kerbside Recycling Contract;
- . Facilitation of the Regional Waste Management Strategy; and
- . Development of a methodology for improved assessment of aftercare liabilities at closure of the landfill.

Shaw Contracting Pty Ltd provide the plant, labour and earthmoving knowledge to operate Dulverton Landfill. Based on continuing high performance from Shaw's and to ensure site operational knowledge is retained, their contract has been extended to 2013.

DWM's greatest challenge over the next two years will be to minimise the impact of the likely introduction of the Carbon Pollution Reduction Scheme (CPRS) in July 2011. The exact details of the Scheme are currently unknown; however we understand that continued business as usual will result in significant long-term carbon liabilities and, as such, DWM is investigating and implementing carbon reduction strategies such as the DORF.

The Central Coast Resource Recovery Centre moved into the third year of operation during

## Strategic Plan's Future Directions - Governance

this financial year. The rate of landfilling continues to be in line with expectations. The focus in 2009-2010 will be on improving the diversion of waste from the landfill, along with a review of the Environmental Management Plan and operational procedures for the facility.

The first full year of operating the 'Tip Shop' has seen significant demand for this facility. The future challenge will be to lift recovery rates and improve income streams.

The three country transfer stations continue to provide an effective and appropriate level of waste management services to the rural area. Changes to the handling of household waste trialed at the end of the financial year will be fully implemented in 2009-2010 and will provide improvements to site operations.

## 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.

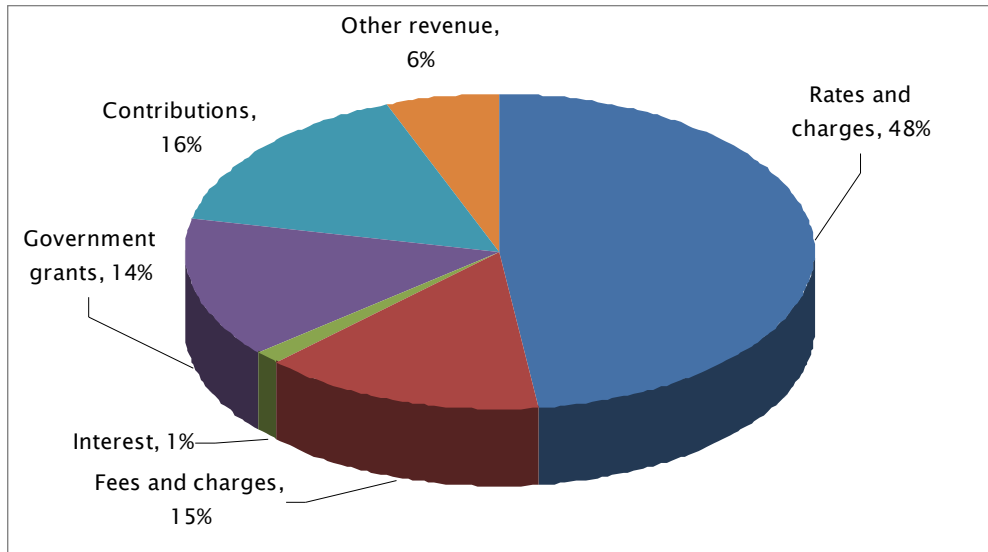
### Financial performance

A surplus of \$3,489,905 compared to a budgeted surplus of \$3,544,000 was reported this current financial year. The decrease from budget is principally attributable to the deferral of \$2.1 million in capital grants. Government grants exceeded budget by \$1,110,547 due to the first instalment of the 2009-2010 commonwealth grants being paid in advanced in June 2009.

The operating capability has improved considerably over the last few years due mainly to reviewing the Council's assets on a three-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, representing 48% of the Council's operating revenue for the year. Fees and charges (which includes charges for water and industrial effluent to the Simplot factory) represent 15% of revenue, government grants also 14% and contributions (which include capital grants) 16%.

*Chart 1 - Sources of Operating 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 subdivisions and identified assets for the year was \$3,489,905. Council's surplus for the period including subdivisions and identified assets was \$5,854,361. A sum of \$77,087 was appropriated to fund principal repayments of debt, and \$3,339,572 was transferred to reserves to meet anticipated future needs, while \$3,231,394 was transferred from reserves to accumulated surplus to fund budgeted programs.

At 30 June 2009, the equity of the Council comprised an accumulated surplus of \$152,784,763 and reserves of \$174,389,777.

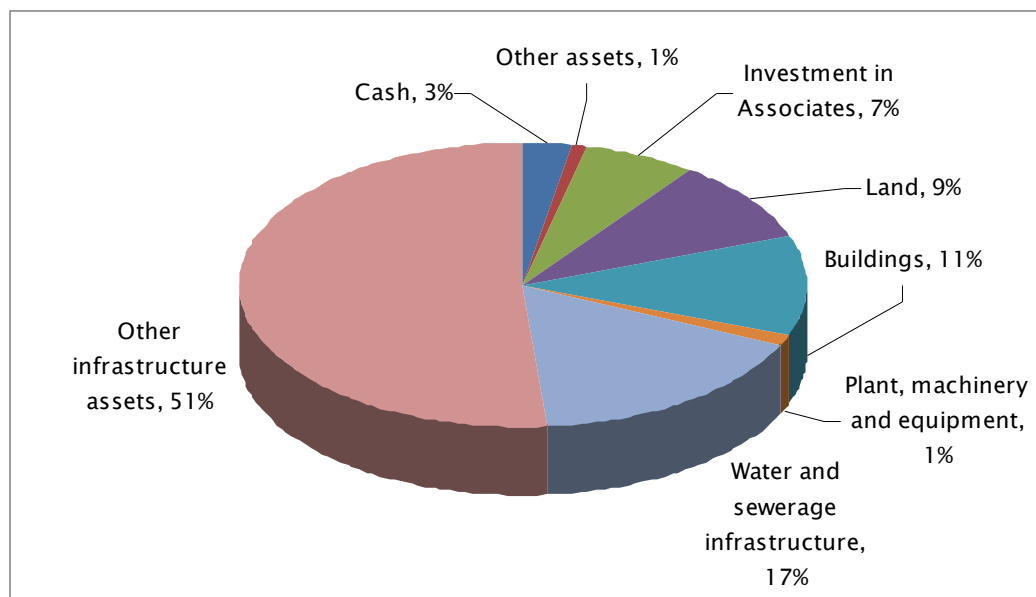
## Financial Statements and Audit Opinion

### Assets

Total assets of the Council at 30 June 2009 amount to \$335,724,032 as indicated in the Balance Sheet. There has been an increase of \$20,204,100 over last financial year largely due to the revaluation of bridges and drainage assets, along with construction of new and the upgrade of existing assets. New assets valued at \$2,837,627 were recognised from the transfer of subdivision assets to the Council. This also includes water and sewerage assets identified during the due diligence process. The Council's investment in associates, Cradle Coast Water and Dulverton Regional Waste Management Authority, increased by 12.7%.

Indicated in Chart 2 is the mix of total assets at 30 June 2009.

*Chart 2 - Mix of Total Assets*



### Liabilities

Total liabilities at 30 June 2009 amounted to \$8,549,492, a 31% increase from 30 June 2008. Liabilities comprised mainly employee provisions \$2,478,130, aged person home

## Financial Statements and Audit Opinion

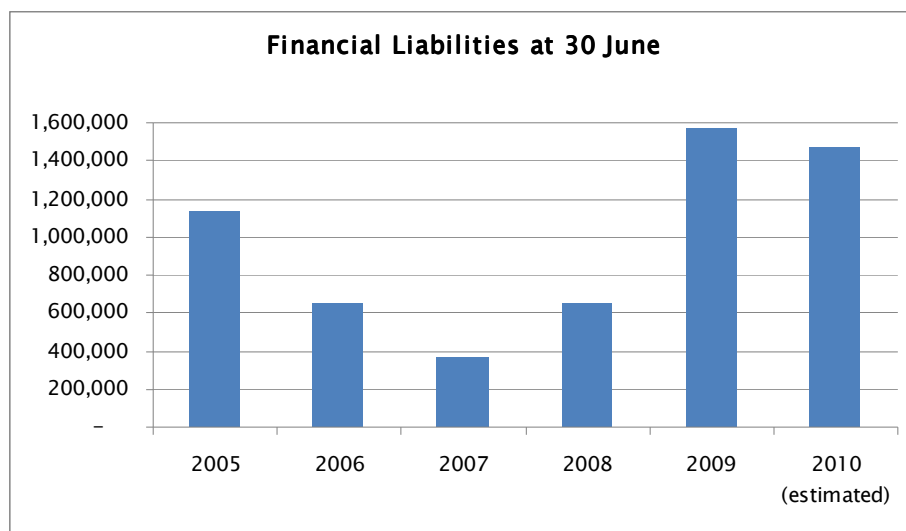
unit provisions \$2,040,691 and payables \$1,849,576. Financial liabilities amount to \$1,573,630, an increase of \$922,913 on loans at 30 June 2008. Aged person home unit provision increased by \$538,960 or 36% due to a higher than normal turnover. A provision for rehabilitation costs at the Lobster Creek Road resource recovery centre was created at 30 June 2009. All other liabilities were comparable with previous years.

### Debt administration

While repayments of \$77,087 were made during the year, borrowing costs (interest) of \$58,069 were charged. New loans of \$260,000 and \$700,000 were taken up in April 2009 to assist with the Ulverstone Recreation Centre redevelopment and sewerage projects respectively. The sewerage projects were not completed at 30 June 2009 so the \$700,000 cash and loan liability will transfer to Cradle Mountain Water from 1 July 2009. Another new loan of \$40,000 was taken up on behalf of the Penguin Sports Club.

Indicated on Chart 3 is the level of debt owing by the Council over the last five years and estimated debt owing at the end of the 2009-2010 financial year. The Council's exposure to debt at 30 June 2009, given a debt exposure ratio of 2.55%, is considered to be responsible and manageable.

*Chart 3 - Borrowings*



## Financial Statements and Audit Opinion

### Financial ratios of the accounts

Table 16 - Financial Ratios of the Accounts

|   | 2008-2009 | 2007-2008 |
|---|-----------|-----------|
| Rate coverage ratio:<br>(rates and charges revenue/total operating revenue) | 48.46%    | 53.37%    |
| Rate collection ratio:<br>(rates receivables/rates and charges)             | 2.08%     | 2.30%     |
| Debt payment ratio:<br>(debt servicing cost/total revenue)                  | 0.19%     | 0.07%     |
| Debt exposure ratio:<br>(total liabilities/total assets)                    | 2.55%     | 2.07%     |
| Government grants per capita:<br>(grant revenue/population)                 | \$212     | \$154     |
| Expenditure per capita:<br>(operating expenses/population)                  | \$1,311   | \$1,248   |
| Working capital ratio:<br>(current assets/current liabilities)              | 2.46:1    | 2.17:1    |

- *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. Council's rate coverage ratio fell by almost 5% this financial year even though rate revenue increased in excess of \$1m. This was due to increases in government grants and contributions.
- *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. The considerable increase from \$154 to \$212 per capita is a result of advanced payment of the first instalment of the 2009-2010 grants

## Financial Statements and Audit Opinion

- *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. A favourable working capital ratio of 2.46:1 indicates that the Council has more than sufficient capacity to meet current commitments from its current assets as and when they fall due.

### Conclusion

At 30 June 2009, the nett wealth of the Central Coast Council, as indicated in the Balance Sheet, amounted to \$327,174,540, an \$18,177,404 increase over the opening equity at the beginning of the year.

Cor Vander Vlist  
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\*; David Coy, Haylee Alderson, Adrian Quaile, Mark Vernon, Daryl Jones, Eye in the Sky.

**Cover:** Ulverstone and hinterland



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# Financial Report

for the year ended 30 June 2009

Appendix A

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## Income Statement for the year ended 30 June 2009

|  | Note | 2008–2009<br>Budget | 2008–2009<br>Actual | 2007–2008<br>Actual |
|--|------|---------------------|---------------------|---------------------|
| <b>REVENUES</b>  |      |                     |                     |                     |
| Rates and charges  | 3    | 15,158,000          | 15,191,204          | 14,178,836          |
| Fees and charges   | 4    | 4,823,700           | 4,636,065           | 4,260,615           |
| Interest   | 5    | 725,000             | 418,303             | 605,237             |
| Government grants  |      | 3,403,000           | 4,513,457           | 3,271,925           |
| Contributions  | 6    | 6,777,800           | 5,085,950           | 3,693,272           |
| Other revenue  | 7    | 601,500             | 571,905             | 326,778             |
| Net gain/(loss) on disposal of assets                                    | 8    | –                   | (123,764)           | 108,552             |
| Share of profit/(losses) of associates                                   | 21   | –                   | 1,055,170           | 123,319             |
| <b>TOTAL REVENUES</b>  |      | <b>31,489,000</b>   | <b>31,348,290</b>   | <b>26,568,534</b>   |
| <b>EXPENSES</b>  |      |                     |                     |                     |
| Employee costs   | 10   | 9,505,000           | 9,343,234           | 8,365,659           |
| Materials and contracts  | 11   | 10,557,100          | 10,884,004          | 10,749,505          |
| Borrowing costs  |      | 51,400              | 58,069              | 19,730              |
| Depreciation and amortisation  | 12   | 7,565,000           | 7,265,456           | 7,128,120           |
| Other expenses   | 13   | 266,500             | 307,622             | 253,358             |
| <b>TOTAL EXPENSES</b>  |      | <b>27,945,000</b>   | <b>27,858,385</b>   | <b>26,516,372</b>   |
| <b>SURPLUS/(DEFICIT) BEFORE<br/>SUBDIVISIONS &amp; IDENTIFIED ASSETS</b> |      | <b>3,544,000</b>    | <b>3,489,905</b>    | <b>52,162</b>       |
| Subdivisions and identified assets                                       | 9    | –                   | 2,364,456           | –                   |
| <b>SURPLUS/(DEFICIT) FOR THE PERIOD</b>                                  |      | <b>\$ 3,544,000</b> | <b>\$ 5,854,361</b> | <b>\$ 52,162</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 2009

|                                      | Note | 2008-2009             | 2007-2008             |
|--------------------------------------|------|-----------------------|-----------------------|
| <b>ASSETS</b>                        |      |                       |                       |
| <b>Current Assets</b>                |      |                       |                       |
| Cash and cash equivalents            | 14   | 1,806,552             | 1,013,225             |
| Receivables                          | 15   | 1,140,535             | 1,068,878             |
| Financial assets                     | 16   | 7,863,609             | 6,715,811             |
| Inventories                          | 17   | 119,033               | 71,502                |
| Land held for resale                 | 18   | 162,392               | 210,000               |
| Other assets                         | 19   | 523,586               | 386,399               |
| <b>Total Current Assets</b>          |      | <b>11,615,707</b>     | <b>9,465,815</b>      |
| <b>Non-current Assets</b>            |      |                       |                       |
| Capital work in progress             | 20   | 3,781,515             | 2,983,404             |
| Receivables                          | 15   | 123,496               | 102,758               |
| Investment in Associates             | 21   | 22,195,980            | 19,693,848            |
| Other assets                         | 19   | 100,680               | 134,240               |
| Property, plant and infrastructure   | 22   | 297,906,654           | 283,139,867           |
| <b>Total Non-current Assets</b>      |      | <b>324,108,325</b>    | <b>306,054,117</b>    |
| <b>TOTAL ASSETS</b>                  |      | <b>335,724,032</b>    | <b>315,519,932</b>    |
| <b>LIABILITIES</b>                   |      |                       |                       |
| <b>Current Liabilities</b>           |      |                       |                       |
| Payables                             | 23   | 1,849,576             | 1,674,328             |
| Provisions                           | 24   | 2,467,310             | 2,331,612             |
| Financial liabilities                | 25   | 156,776               | 75,649                |
| Other liabilities                    | 26   | 253,416               | 277,294               |
| <b>Total Current Liabilities</b>     |      | <b>4,727,078</b>      | <b>4,358,883</b>      |
| <b>Non-current Liabilities</b>       |      |                       |                       |
| Provisions                           | 24   | 2,405,560             | 1,588,845             |
| Financial liabilities                | 25   | 1,416,854             | 575,068               |
| <b>Total Non-current Liabilities</b> |      | <b>3,822,414</b>      | <b>2,163,913</b>      |
| <b>TOTAL LIABILITIES</b>             |      | <b>8,549,492</b>      | <b>6,522,796</b>      |
| <b>NET ASSETS</b>                    |      | <b>\$ 327,174,540</b> | <b>\$ 308,997,136</b> |
| <b>EQUITY</b>                        |      |                       |                       |
| Accumulated Surplus                  |      | 152,784,763           | 147,038,580           |
| Reserves                             | 27   | 174,389,777           | 161,958,556           |
| <b>TOTAL EQUITY</b>                  |      | <b>\$ 327,174,540</b> | <b>\$ 308,997,136</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 2009

|   | Opening<br>Balance    | Direct<br>Adjustments | Surplus/<br>(Deficit) for<br>the Period | Transfers to<br>Reserve | Transfers<br>from<br>Reserve | Closing<br>Balance    |
|---|-----------------------|-----------------------|---|-------------------------|------------------------------|-----------------------|
| <b>Asset Revaluation Reserve – Council</b>    |                       |                       |   |                         |                              |                       |
| 2008–2009                                     | 142,124,502           | 10,177,219            | –                                       | –                       | –                            | 152,301,721           |
| 2007–2008                                     | 119,093,823           | 23,030,679            | –                                       | –                       | –                            | 142,124,502           |
| <b>Asset Revaluation Reserve – Associates</b> |                       |                       |   |                         |                              |                       |
| 2008–2009                                     | 15,540,729            | 2,145,824             | –                                       | –                       | –                            | 17,686,553            |
| 2007–2008                                     | 13,870,089            | 1,670,640             | –                                       | –                       | –                            | 15,540,729            |
| <b>Asset Replacement Reserve</b>              |                       |                       |   |                         |                              |                       |
| 2008–2009                                     | 2,680,873             | –                     | –                                       | 1,495,185               | (1,794,139)                  | 2,381,919             |
| 2007–2008                                     | 2,835,743             | –                     | –                                       | 1,154,621               | (1,309,491)                  | 2,680,873             |
| <b>Sewerage and Water Reserve</b>             |                       |                       |   |                         |                              |                       |
| 2008–2009                                     | 16,460                | –                     | –                                       | 994,201                 | (1,010,661)                  | –                     |
| 2007–2008                                     | 216,917               | –                     | –                                       | 868,543                 | (1,069,000)                  | 16,460                |
| <b>Fire Services Reserve</b>                  |                       |                       |   |                         |                              |                       |
| 2008–2009                                     | 8,986                 | –                     | –                                       | –                       | (3,374)                      | 5,612                 |
| 2007–2008                                     | 17,004                | –                     | –                                       | –                       | (8,018)                      | 8,986                 |
| <b>Garbage Collection Reserve</b>             |                       |                       |   |                         |                              |                       |
| 2008–2009                                     | 10,522                | –                     | –                                       | 26,815                  | –                            | 37,337                |
| 2007–2008                                     | 1,093                 | –                     | –                                       | 9,429                   | –                            | 10,522                |
| <b>Special Projects Reserve</b>               |                       |                       |   |                         |                              |                       |
| 2008–2009                                     | 1,576,484             | –                     | –                                       | 823,371                 | (423,220)                    | 1,976,635             |
| 2007–2008                                     | 1,716,524             | –                     | –                                       | 373,014                 | (513,054)                    | 1,576,484             |
| <b>Total Reserves</b>                         |                       |                       |   |                         |                              |                       |
| 2008–2009                                     | 161,958,556           | 12,323,043            | –                                       | 3,339,572               | (3,231,394)                  | 174,389,777           |
| 2007–2008                                     | 137,751,193           | 24,701,319            | –                                       | 2,405,607               | (2,899,563)                  | 161,958,556           |
| <b>Accumulated Surplus</b>                    |                       |                       |   |                         |                              |                       |
| 2008–2009                                     | 147,038,580           | –                     | 5,854,361                               | (3,339,572)             | 3,231,394                    | 152,784,763           |
| 2007–2008                                     | 146,492,462           | –                     | 52,162                                  | (2,405,607)             | 2,899,563                    | 147,038,580           |
| <b>Total Equity</b>                           |                       |                       |   |                         |                              |                       |
| 2008–2009                                     | <b>\$ 308,997,136</b> | <b>\$12,323,043</b>   | <b>\$ 5,854,361</b>                     | <b>\$ –</b>             | <b>\$ –</b>                  | <b>\$ 327,174,540</b> |
| 2007–2008                                     | \$ 284,243,655        | \$ 24,701,319         | \$ 52,162                               | \$ –                    | \$ –                         | \$ 308,997,136        |

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.

## Cash Flow Statement for the year ended 30 June 2009

|   | Note      | 2008-2009           | 2007-2008           |
|---|-----------|---------------------|---------------------|
| <b>CASH FLOWS FROM OPERATING ACTIVITIES</b>     |           |                     |                     |
| <b>Receipts</b>                                 |           |                     |                     |
| Rates and charges                               |           | 15,201,577          | 14,148,551          |
| Fees and charges                                |           | 5,836,200           | 5,217,008           |
| Interest  |           | 418,303             | 605,237             |
| Government Grants                               |           | 4,513,457           | 3,271,925           |
| Contributions                                   |           | 4,951,156           | 3,583,052           |
| Refund of GST tax credits                       |           | 874,268             | 1,180,576           |
| Other revenue                                   |           | 571,905             | 326,778             |
| <b>Total Receipts</b>                           |           | <b>32,366,866</b>   | <b>28,333,127</b>   |
| <b>Payments</b>                                 |           |                     |                     |
| Employee costs                                  |           | 9,257,598           | 8,180,236           |
| Materials and contracts                         |           | 12,508,942          | 12,423,004          |
| Borrowing costs                                 |           | 58,069              | 19,730              |
| Other expenses                                  |           | 307,622             | 253,358             |
| <b>Total Payments</b>                           |           | <b>22,132,231</b>   | <b>20,876,328</b>   |
| <b>NET CASH FLOWS FROM OPERATING ACTIVITIES</b> | <b>28</b> | <b>10,234,635</b>   | <b>7,456,799</b>    |
| <b>CASH FLOWS FROM INVESTING ACTIVITIES</b>     |           |                     |                     |
| Proceeds from sale of land                      |           | 297,545             | 338,640             |
| Proceeds from sale of plant and equipment       |           | 283,518             | 466,779             |
| Dividend revenue                                |           | 698,862             | 171,656             |
| Payments for property, plant and equipment      |           | (10,496,348)        | (9,089,168)         |
| (Proceeds)/payments from Financial Assets       |           | (1,147,798)         | (312,025)           |
| <b>NET CASH FLOWS FROM INVESTING ACTIVITIES</b> |           | <b>(10,364,221)</b> | <b>(8,424,118)</b>  |
| <b>CASH FLOWS FROM FINANCING ACTIVITIES</b>     |           |                     |                     |
| New loans                                       |           | 1,000,000           | 400,000             |
| Loan repayments                                 |           | (77,087)            | (112,428)           |
| <b>NET CASH FLOWS FROM FINANCING ACTIVITIES</b> |           | <b>922,913</b>      | <b>287,572</b>      |
| <b>NET INCREASE/(DECREASE) IN CASH</b>          |           | <b>793,327</b>      | <b>(679,747)</b>    |
| Opening Cash Balance                            |           | 1,013,225           | 1,692,972           |
| Closing Cash Balance                            | <b>14</b> | <b>\$ 1,806,552</b> | <b>\$ 1,013,225</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 2008–2009 reporting year:

| 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 has been no direct impact on the financial report.                   |
| AASB 1051   | Land Under Roads  | 1 July 2008      | The impact of any changes that may be required cannot yet be reliably estimated and is not disclosed in the financial report.   |
| AASB 1052   | Disaggregated Disclosures   | 1 July 2008      | This Standard broadly reproduces the requirements relating to disaggregated disclosures contained in AAS 27, there has been no direct impact on the financial report.       |
| 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. |

\* Annual reporting periods beginning on or after

## Notes to and forming part of the Financial Report

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 2007-8 | Amendments to Australian Accounting Standards arising from AASB 101                                     | 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 123    | Borrowing Costs   | 1 January 2009   | The revised AASB 123 removes the option to expense borrowing costs directly attributable to a qualifying asset. 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.  |
| AASB 2009-1 | Amendments to Australian Accounting Standards- Borrowing Costs of Not-for-Profit Public Sector Entities | 1 January 2009   | Introduces the option for not-for-profit sector entities to expense borrowing costs. The amendment will cause nil impact from the revised AASB 123. No direct impact on the financial report expected.   |
| AASB 2009-2 | Amendments to Australian Accounting Standards - Improvements Disclosures about Financial Instruments    | 1 January 2009   | Require enhanced disclosures about fair value measurements and liquidity risk which will impact on the level of detail council reports on its financial instruments within the financial report.   |

\* Annual reporting periods beginning on or after

## Notes to and forming part of the Financial Report

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.

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

### **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.

## Notes to and forming part of the Financial Report

### *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 report.

Amounts received as tender deposits and retention amounts controlled by the Council are included in the amount disclosed as payables 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.

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.

## Notes to and forming part of the Financial Report

### *Fees and charges*

User fees and charges 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.

### *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 depreciation and are tested annually for impairment. Assets that are subject to depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying

## Notes to and forming part of the Financial Report

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.

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 class 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.

## Notes to and forming part of the Financial Report

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.

Land is not a depreciable asset.

The current depreciation/amortisation 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   | 15–100 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   |
| Municipal property revaluation | Straight Line   | 5 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,

## Notes to and forming part of the Financial Report

development and interest incurred on financing of the land during its development. Interest and other holding charges incurred after development is complete are recognised immediately as expenses.

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

### **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 useful 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 owned prior to 1 July 2008 as an asset in accordance with AASB 1051 *Land Under Roads* because a reliable measurement is not available. Land under roads acquired subsequent to 1 July 2008 may be valued in future years if a reliable measurement becomes available.

### **Employee Benefits**

AASB 119 *Employee Benefits* has been applied when calculating and reporting employee entitlements. The bases of measurement of liabilities for each type of employee benefit are as follows:



## Notes to and forming part of the Financial Report

### *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).

### *Annual Leave*

Annual leave entitlements, including leave loading, 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 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 superannuation schemes that provides benefits to employees. Details of these arrangements are set out in Note 32.

### *Long Service Leave*

The Council provides for long service leave in respect of all relevant employees, calculated in accordance with AASB 119.

Leave due to be taken within the next financial year is shown as a current liability and is measured at expected wage rates including superannuation.

Liabilities for long service leave which are not expected to be settled within twelve months of reporting date, are recognised at the present value of expected future payments to be made in respect of services provided by employees up to balance date. Consideration is given, when assessing future payments, to expected future wage and salary levels, experience of employee departures and periods of service. Expected

## Notes to and forming part of the Financial Report

future payments are discounted using the appropriate indicative mid-rates on selected Commonwealth Government securities.

### Number of Employees

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

|           | 2009 | 2008 |
|-----------|------|------|
| Permanent | 143  | 152  |
| Casuals   | 56   | 49   |

### 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.

## Notes to and forming part of the Financial Report

The capital structure of the Council consists of debt, which includes borrowings (Note 25), cash and cash equivalents (Note 14), other financial assets which represent managed funds (Note 16) and equity comprising accumulated surpluses and reserves (Note 27).

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 31.

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

### **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:

- . those designated at fair value through profit or loss on initial recognition, and
- . assets available for sale

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.

## Notes to and forming part of the Financial Report

### *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.

### **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 are 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

## Notes to and forming part of the Financial Report

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 21 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 24.

### **Provision for Rehabilitation**

Council operates a Resource Recovery Centre which imposes obligations for rehabilitation in the future. Provision is made for rehabilitation costs to be incurred in the future based on current costs incurred at similar sites. This future cost is discounted back to present value at balance date. At each balance date the discounting is unwound with the movement in the liability charged to the income statement as part of 'borrowing costs'.

### **Significant Business Activities**

Amendments to the *Local Government Act 1993* 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 34.

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:

## Notes to and forming part of the Financial Report

- . 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 and other taxes 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.

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> |           |           |               |                   |                    |             |
| 2008-2009                            | 342,000   | 1,780,289 | 2,122,289     | 3,175,428         | (1,053,139)        | 17,896,528  |
| 2007-2008                            | 276,000   | 663,603   | 939,603       | 3,000,016         | (2,060,413)        | 15,317,135  |
| <b>Roads, Streets and Bridges</b>    |           |           |               |                   |                    |             |
| 2008-2009                            | 1,475,000 | 1,076,649 | 2,551,649     | 5,647,325         | (3,095,676)        | 144,426,649 |
| 2007-2008                            | 1,275,000 | 1,526,770 | 2,801,770     | 5,762,236         | (2,960,466)        | 141,754,257 |
| <b>Water</b>                         |           |           |               |                   |                    |             |
| 2008-2009                            | -         | 4,504,365 | 4,504,365     | 4,460,137         | 44,228             | 36,960,145  |
| 2007-2008                            | -         | 3,630,159 | 3,630,159     | 3,768,360         | (138,201)          | 34,403,101  |
| <b>Sewerage</b>                      |           |           |               |                   |                    |             |
| 2008-2009                            | -         | 4,892,328 | 4,892,328     | 2,643,044         | 2,249,284          | 42,629,907  |
| 2007-2008                            | -         | 2,731,905 | 2,731,905     | 2,525,918         | 205,987            | 40,160,567  |
| <b>Drainage</b>                      |           |           |               |                   |                    |             |
| 2008-2009                            | 220,000   | 174,935   | 394,935       | 585,063           | (190,128)          | 24,419,007  |
| 2007-2008                            | 317,000   | 12,322    | 329,322       | 443,391           | (114,069)          | 17,990,397  |
| <b>Waste Management</b>              |           |           |               |                   |                    |             |
| 2008-2009                            | 268,000   | 1,392,486 | 1,660,486     | 2,450,389         | (789,903)          | 4,231,980   |
| 2007-2008                            | 230,000   | 1,358,509 | 1,588,509     | 2,288,384         | (699,875)          | 3,414,725   |
| <b>Environmental Health</b>          |           |           |               |                   |                    |             |
| 2008-2009                            | -         | 38,115    | 38,115        | 298,323           | (260,208)          | 70,451      |
| 2007-2008                            | 22,000    | 36,903    | 58,903        | 323,330           | (264,427)          | 65,043      |
| <b>Planning Services</b>             |           |           |               |                   |                    |             |
| 2008-2009                            | -         | 137,274   | 137,274       | 581,637           | (444,363)          | 39,288      |
| 2007-2008                            | -         | 98,636    | 98,636        | 625,551           | (526,915)          | 41,741      |

## Notes to and forming part of the Financial Report

|                                 | Grants              | Other               | Total Revenue       | Total Expenditure   | Surplus/ (Deficit)  | Assets               |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| <b>Building Control</b>         |                     |                     |                     |                     |                     |                      |
| 2008-2009                       | -                   | 274,964             | 274,964             | 580,288             | (305,324)           | 65,859               |
| 2007-2008                       | -                   | 162,861             | 162,861             | 392,999             | (230,138)           | 64,248               |
| <b>Community Amenities</b>      |                     |                     |                     |                     |                     |                      |
| 2008-2009                       | 495,000             | 868,307             | 1,363,307           | 1,516,972           | (153,665)           | 18,071,491           |
| 2007-2008                       | 453,000             | 591,463             | 1,044,463           | 1,670,162           | (625,699)           | 18,323,433           |
| <b>Community Services</b>       |                     |                     |                     |                     |                     |                      |
| 2008-2009                       | 50,000              | 1,419,194           | 1,469,194           | 1,745,617           | (276,423)           | 1,704,325            |
| 2007-2008                       | 63,000              | 1,426,700           | 1,489,700           | 1,799,403           | (309,703)           | 1,895,538            |
| <b>Recreation Facilities</b>    |                     |                     |                     |                     |                     |                      |
| 2008-2009                       | 727,367             | 2,841,528           | 3,568,895           | 2,870,489           | 698,406             | 40,606,417           |
| 2007-2008                       | 534,000             | 1,499,942           | 2,033,942           | 2,721,008           | (687,066)           | 37,864,279           |
| <b>Economic Development</b>     |                     |                     |                     |                     |                     |                      |
| 2008-2009                       | 29,000              | 280,177             | 309,177             | 486,244             | (177,067)           | 4,601,985            |
| 2007-2008                       | -                   | 210,930             | 210,930             | 460,585             | (249,655)           | 4,225,468            |
| <b>Other - Not Attributable</b> |                     |                     |                     |                     |                     |                      |
| 2008-2009                       | 907,090             | 9,518,678           | 10,425,768          | 817,429             | 9,608,339           | -                    |
| 2007-2008                       | 101,925             | 9,345,906           | 9,447,831           | 735,029             | 8,712,802           | -                    |
| <b>Total</b>                    |                     |                     |                     |                     |                     |                      |
| 2008-2009                       | <b>\$ 4,513,457</b> | <b>\$29,199,289</b> | <b>\$33,712,746</b> | <b>\$27,858,385</b> | <b>\$ 5,854,361</b> | <b>\$335,724,032</b> |
| 2007-2008                       | <i>\$ 3,271,925</i> | <i>\$23,296,609</i> | <i>\$26,568,534</i> | <i>\$26,516,372</i> | <i>\$ 52,162</i>    | <i>\$315,519,932</i> |

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

|                    | 2009                         | 2008                        |
|--------------------|------------------------------|-----------------------------|
| Current assets     | 11,615,707                   | 9,465,815                   |
| Non-current assets | 324,108,325                  | 306,054,117                 |
|                    | <b><u>\$ 335,724,032</u></b> | <b><u>\$315,519,932</u></b> |



## 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-09            | 30-Jun-08            |
|---|----------------------|----------------------|
| <b>3 Rates and Charges</b>  |                      |                      |
| Rates levied  | 15,785,656           | 14,758,031           |
| Revenue in advance  | 58,320               | 45,819               |
| Early payment discount  | (601,115)            | (544,412)            |
| Rates remitted  | (51,657)             | (80,602)             |
| <b>Net Rates and Charges</b>                                      | <b>\$ 15,191,204</b> | <b>\$ 14,178,836</b> |
| <b>4 Fees and Charges</b>   |                      |                      |
| Certificate charges   | 125,593              | 163,694              |
| Child care fees   | 473,626              | 469,671              |
| Excess water charges  | 200,669              | 184,208              |
| Inspection and connection fees                                    | 105,605              | 96,945               |
| Rental of aged persons home units                                 | 169,943              | 169,431              |
| Rental of Ganesway units  | 142,913              | 136,026              |
| Resource Recovery Centre – entry fees                             | 268,112              | 306,091              |
| Special user charges – sewerage                                   | 710,274              | 551,233              |
| Special user charges – water                                      | 866,730              | 882,024              |
| Other fees and charges  | 1,572,550            | 1,301,292            |
| <b>Total Fees and Charges</b>                                     | <b>\$ 4,636,065</b>  | <b>\$ 4,260,615</b>  |
| <b>5 Interest</b>   |                      |                      |
| Interest  | 287,645              | 293,212              |
| Gains from financial assets at fair value through profit and loss | 130,658              | 312,025              |
| <b>Total Interest</b>   | <b>\$ 418,303</b>    | <b>\$ 605,237</b>    |

## Notes to and forming part of the Financial Report

|  | 30-Jun-09           | 30-Jun-08           |
|--|---------------------|---------------------|
| <b>6 Contributions</b>                       |                     |                     |
| Capital contributions                        | 4,200,596           | 2,837,629           |
| Child care contributions                     | 569,528             | 537,787             |
| Other contributions                          | 315,826             | 317,856             |
| <b>Total Contributions</b>                   | <b>\$ 5,085,950</b> | <b>\$ 3,693,272</b> |
| <b>7 Other Revenue</b>                       |                     |                     |
| Reimbursements                               | 110,181             | 47,992              |
| Water and sewerage reform                    | 283,725             | -                   |
| Private works                                | 112,814             | 98,817              |
| Flood damage reimbursed                      | 65,185              | 179,969             |
| <b>Total Other Revenue</b>                   | <b>\$ 571,905</b>   | <b>\$ 326,778</b>   |
| <b>8 Disposal of Assets</b>                  |                     |                     |
| Proceeds from sale of land                   | 297,545             | 338,640             |
| Cost of land sold                            | (214,394)           | (273,000)           |
|  | 83,151              | 65,640              |
| Proceeds from sale of plant                  | 283,518             | 466,779             |
| Written down value of plant sold             | (255,391)           | (319,273)           |
|  | 28,127              | 147,506             |
| Proceeds from disposal of other assets       | -                   | -                   |
| Written down value of assets disposed        | (235,042)           | (104,594)           |
|  | (235,042)           | (104,594)           |
| <b>Net gain/(loss) on Disposal of Assets</b> | <b>\$ (123,764)</b> | <b>\$ 108,552</b>   |

## Notes to and forming part of the Financial Report

|  | 30-Jun-09           | 30-Jun-08           |
|--|---------------------|---------------------|
| <b>9 Subdivisions and Identified Assets</b>          |                     |                     |
| <i>Transfer of subdivision and identified assets</i> |                     |                     |
| Roads and streets                                    | 468,892             | -                   |
| Drainage   | 179,259             | -                   |
| Water supply   | 434,882             | -                   |
| Sewerage   | 1,754,594           | -                   |
| Total subdivision and identified assets              | 2,837,627           | -                   |
| Transfer to Kentish Council                          | (473,171)           | -                   |
| <b>Net Subdivisions and Identified Assets</b>        | <b>\$ 2,364,456</b> | <b>\$ -</b>         |
| <b>10 Employee Costs</b>                             |                     |                     |
| Gross salary and wages                               | 6,730,770           | 6,186,283           |
| Leave paid/accrued                                   | 1,519,949           | 1,404,738           |
| Superannuation                                       | 891,469             | 829,182             |
| Payroll tax  | 567,968             | 463,723             |
| Other employee costs                                 | 162,936             | 230,480             |
| Total Employee Costs                                 | 9,873,092           | 9,114,406           |
| Less capitalised employee costs                      | (529,858)           | (748,747)           |
| <b>Total Employee Costs Expensed</b>                 | <b>\$ 9,343,234</b> | <b>\$ 8,365,659</b> |

## Notes to and forming part of the Financial Report

|  | 30-Jun-09            | 30-Jun-08            |
|--|----------------------|----------------------|
| <b>11 Materials and Contracts</b>          |                      |                      |
| Aged persons home units                    | 181,476              | 184,642              |
| Computer maintenance                       | 176,310              | 178,458              |
| Contributions to LGAT/CCA                  | 204,834              | 191,404              |
| Crown land assessment title transfers      | 106,140              | -                    |
| Fire service contribution                  | 453,857              | 387,205              |
| Ganesway housing                           | 133,637              | 130,782              |
| Garbage collection contracts               | 953,463              | 953,471              |
| Insurance                                  | 232,338              | 229,099              |
| Land Tax                                   | 363,572              | 347,824              |
| Street lighting power charges              | 311,550              | 271,355              |
| Water purchases and charges                | 3,231,309            | 2,769,658            |
| Other materials and contracts              | 4,535,518            | 5,105,607            |
| <b>Total Materials and Contracts</b>       | <b>\$ 10,884,004</b> | <b>\$ 10,749,505</b> |
| <b>12 Depreciation and Amortisation</b>    |                      |                      |
| Amortisation of municipal revaluation      | 33,560               | 33,560               |
| Bridges                                    | 380,025              | 257,833              |
| Buildings                                  | 1,199,556            | 1,169,086            |
| Drainage                                   | 479,103              | 338,348              |
| Environmental                              | 64,174               | 67,960               |
| Furniture and equipment                    | 152,343              | 135,086              |
| Plant and machinery                        | 610,648              | 614,159              |
| Recreation facilities                      | 245,718              | 266,832              |
| Roads and streets                          | 2,914,444            | 3,160,743            |
| Sewerage                                   | 931,512              | 817,651              |
| Water supply                               | 254,373              | 266,862              |
| <b>Total Depreciation and Amortisation</b> | <b>\$ 7,265,456</b>  | <b>\$ 7,128,120</b>  |
| <b>13 Other Expenses</b>                   |                      |                      |
| Audit services                             | 22,753               | 20,255               |
| Councillors emoluments                     | 284,869              | 233,103              |
| <b>Total Other Expenses</b>                | <b>\$ 307,622</b>    | <b>\$ 253,358</b>    |

## Notes to and forming part of the Financial Report

|  | 30-Jun-09           | 30-Jun-08           |
|--|---------------------|---------------------|
| <b>14 Cash and Cash Equivalents</b>    |                     |                     |
| Cash at bank and on hand               | 787,358             | 464,759             |
| Cash Management Account                | 1,019,194           | 548,466             |
| <b>Total Cash and Cash equivalents</b> | <b>\$ 1,806,552</b> | <b>\$ 1,013,225</b> |
| <b>15 Receivables</b>                  |                     |                     |
| <i>Current receivables</i>             |                     |                     |
| Rates receivable                       | 315,622             | 325,995             |
| Loans and advances                     | 17,824              | 14,849              |
| Other debtors                          | 807,089             | 728,034             |
| Total current receivables              | 1,140,535           | 1,068,878           |
| <i>Non-current receivables</i>         |                     |                     |
| Loans and advances                     | 123,496             | 102,758             |
| Total non-current receivables          | 123,496             | 102,758             |
| <b>Total Receivables</b>               | <b>\$ 1,264,031</b> | <b>\$ 1,171,636</b> |
| <b>16 Financial Assets</b>             |                     |                     |
| Managed funds                          | 7,863,609           | 6,715,811           |
| <b>Total Financial Assets</b>          | <b>\$ 7,863,609</b> | <b>\$ 6,715,811</b> |
| <b>17 Inventories</b>                  |                     |                     |
| Stores (at average cost)               | 119,033             | 71,502              |
| <b>Total Inventories</b>               | <b>\$ 119,033</b>   | <b>\$ 71,502</b>    |

## Notes to and forming part of the Financial Report

|   | 30-Jun-09            | 30-Jun-08            |
|---|----------------------|----------------------|
| <b>18 Land Held for Resale</b>                |                      |                      |
| Current property assets                       | 162,392              | 210,000              |
| <b>Total Land Held for Resale</b>             | <b>\$ 162,392</b>    | <b>\$ 210,000</b>    |
| <b>19 Other Assets</b>                        |                      |                      |
| <i>Current other assets</i>                   |                      |                      |
| Accrued revenue                               | 75,144               | 86,816               |
| Prepaid expense                               | 166,374              | 188,925              |
| GST refunds                                   | 282,068              | 110,658              |
|   | <u>523,586</u>       | <u>386,399</u>       |
| <i>Non-current other assets</i>               |                      |                      |
| Prepaid expense                               | 100,680              | 134,240              |
|   | <u>100,680</u>       | <u>134,240</u>       |
| <b>Total Other Assets</b>                     | <b>\$ 624,266</b>    | <b>\$ 520,639</b>    |
| <b>20 Capital work in progress</b>            |                      |                      |
| Opening balance                               | 2,983,404            | 1,530,342            |
| Transfers out                                 | (2,648,606)          | (1,329,444)          |
| Transfers in                                  | 3,446,717            | 2,782,506            |
| <b>Closing balance – cost</b>                 | <b>\$ 3,781,515</b>  | <b>\$ 2,983,404</b>  |
| <b>21 Investment in Associates</b>            |                      |                      |
| Cradle Coast Water                            | 21,012,619           | 18,803,676           |
| Dulverton Regional Waste Management Authority | 1,183,361            | 890,172              |
| <b>Total Investment in Associates</b>         | <b>\$ 22,195,980</b> | <b>\$ 19,693,848</b> |



## Notes to and forming part of the Financial Report

### Cradle Coast Water

The Council was a partner in Cradle Coast Water, a Joint Authority established under the Local Government Act. The primary activity of the Authority was 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 were Circular Head, Devonport City, Kentish, Latrobe and Waratah Wynyard.

The Council's ownership interest in the Authority at 30 June 2009 was 26.409%. The proportion of voting power held in the Authority was 25%. The Council's investment in the Authority at 30 June 2009, \$21,012,619, has been calculated by reference to the Authority's equity at 30 June 2008. At the time of preparation of this report the Authority's 30 June 2009 financial statements were not available.

On 1 July 2009, along with all other water and sewerage asset and liabilities, Councils share in the equity of Cradle Coast Water transferred to Cradle Mountain Water (see note 33).

|  | 30-Jun-09            | 30-Jun-08            |
|--|----------------------|----------------------|
| <b>Share of Profit of Authority</b>                |                      |                      |
| Authority's profit/(loss) before tax               | 1,492,407            | 1,299,936            |
| Authority's tax expense                            | (447,722)            | (389,981)            |
| Authority's profit/(loss) after tax                | 1,044,685            | 909,955              |
| <i>Calculated share of profit before tax</i>       | <i>394,130</i>       | <i>343,300</i>       |
| <i>Calculated share of tax expense</i>             | <i>(118,239)</i>     | <i>(102,990)</i>     |
| <i>Calculated share of profit after tax</i>        | <i>275,891</i>       | <i>240,310</i>       |
| Share of dividends paid by authority               | (171,650)            | (164,765)            |
| Actual dividends received by Council               | 698,862              | 171,656              |
| Share of Profit of Authority                       | 803,103              | 247,201              |
| <b>Movement in Carrying Value of Investment</b>    |                      |                      |
| Carrying value of investment at start of year      | 18,803,676           | 17,722,747           |
| Share in profit after tax for year                 | 803,103              | 247,201              |
| Share in asset revaluation                         | 2,104,702            | 1,005,384            |
| Distribution received by Council                   | (698,862)            | (171,656)            |
| <b>Carrying value of investment at end of year</b> | <b>\$ 21,012,619</b> | <b>\$ 18,803,676</b> |

## Notes to and forming part of the Financial Report

**30-Jun-09                      30-Jun-08**

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

|                   |             |             |
|-------------------|-------------|-------------|
| Total Assets      | 117,694,908 | 105,097,951 |
| Total Liabilities | 38,128,778  | 33,896,178  |
| Revenue           | 9,579,194   | 7,201,540   |

### **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 2009 was 36.82%. The proportion of voting power held in the Authority is 25%. Council's investment in the Authority at 30 June 2009, \$1,183,361, has been calculated by reference to the Authority's equity at 30 June 2008.

There were no quantified contingent liabilities disclosed by the Authority.

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

|   |         |           |
|---|---------|-----------|
| Carrying value of investment at start of year | 890,172 | 348,798   |
| Share in profit/(loss) after tax for year     | 252,067 | (123,882) |
| Share in asset revaluation                    | 41,122  | 665,256   |

#### **Carrying value of investment at end of year**

|                     |                   |
|---------------------|-------------------|
| <b>\$ 1,183,361</b> | <b>\$ 890,172</b> |
|---------------------|-------------------|

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

|                   |           |           |
|-------------------|-----------|-----------|
| Total Assets      | 6,782,750 | 5,495,354 |
| Total Liabilities | 3,568,841 | 3,077,723 |
| Revenue           | 2,997,098 | 2,175,304 |

## Notes to and forming part of the Financial Report

|  | 30-Jun-09            | 30-Jun-08            |
|--|----------------------|----------------------|
| <b>22 Property, plant and infrastructure</b> |                      |                      |
| <b>a Land</b>                                |                      |                      |
| Opening balance                              | 31,706,000           | 32,016,000           |
| Additions                                    | –                    | 88,000               |
| Disposals                                    | (214,394)            | (273,000)            |
| (Increase)/decrease in land held for resale  | 148,000              | (125,000)            |
| <b>Closing balance – fair value</b>          | <b>\$ 31,639,606</b> | <b>\$ 31,706,000</b> |

Land was revalued on 30 June 2007 by the Office of the Valuer-General.

|   |                      |                      |
|---|----------------------|----------------------|
| <b>b Buildings</b>                              |                      |                      |
| Opening balance                                 | 63,097,006           | 61,336,000           |
| Additions                                       | 1,521,297            | 1,761,006            |
| (Increase)/decrease in property held for resale | (100,392)            | –                    |
| Transfer from work in progress                  | 248,672              | –                    |
| Transfer to other asset classes                 | (239,500)            | –                    |
| <b>Closing balance – fair value</b>             | <b>64,527,083</b>    | <b>63,097,006</b>    |
| <i>Accumulated Depreciation</i>                 |                      |                      |
| <i>Opening balance</i>                          | <i>(28,666,376)</i>  | <i>(27,497,290)</i>  |
| <i>Transfer to other asset classes</i>          | <i>100,878</i>       | <i>–</i>             |
| <i>Depreciation expense</i>                     | <i>(1,199,556)</i>   | <i>(1,169,086)</i>   |
| <i>Closing balance</i>                          | <i>(29,765,054)</i>  | <i>(28,666,376)</i>  |
| <b>Buildings – Net Book Value</b>               | <b>\$ 34,762,029</b> | <b>\$ 34,430,630</b> |

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

Building components of pump stations with a written down value of \$138,622 transferred to sewerage assets.

## Notes to and forming part of the Financial Report

|   | 30-Jun-09                    | 30-Jun-08                    |
|---|------------------------------|------------------------------|
| <b>c Roads and streets</b>                |                              |                              |
| Opening balance                           | 184,916,116                  | 161,242,680                  |
| Revaluation                               | -                            | 21,645,729                   |
| Additions                                 | 1,588,261                    | 2,786,310                    |
| Disposals                                 | (53,636)                     | (758,603)                    |
| Transfer from work in progress            | 1,442,977                    | -                            |
| Transfer to other asset classes           | (174,549)                    | -                            |
| Acquisitions at no cost                   | 468,892                      | -                            |
| Closing balance – fair value              | <u>188,188,061</u>           | <u>184,916,116</u>           |
| <i>Accumulated Depreciation</i>           |                              |                              |
| <i>Opening balance</i>                    | <i>(55,505,331)</i>          | <i>(54,449,136)</i>          |
| <i>Revaluation</i>                        | <i>-</i>                     | <i>1,384,950</i>             |
| <i>Disposals</i>                          | <i>23,363</i>                | <i>719,598</i>               |
| <i>Transfer to other asset classes</i>    | <i>22,076</i>                | <i>-</i>                     |
| <i>Depreciation expense</i>               | <i>(2,914,444)</i>           | <i>(3,160,743)</i>           |
| <i>Closing balance</i>                    | <u><i>(58,374,336)</i></u>   | <u><i>(55,505,331)</i></u>   |
| <b>Roads and streets – Net Book Value</b> | <b><u>\$ 129,813,725</u></b> | <b><u>\$ 129,410,785</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.

Walkways with a written down value of \$152,473 have been transferred from roads (footpaths) to recreation assets.

New road assets with a total value of \$468,892 have been recognised from subdivisions transferred to Council.

## Notes to and forming part of the Financial Report

|  | 30-Jun-09                  | 30-Jun-08                  |
|--|----------------------------|----------------------------|
| <b>d Bridges</b>   |                            |                            |
| Opening balance  | 11,510,146                 | 11,451,698                 |
| Revaluation  | 6,488,332                  | -                          |
| Additions  | 45,962                     | 87,014                     |
| Disposals  | (135,841)                  | (28,566)                   |
| Transfer from work in progress   | 528,788                    | -                          |
| Closing balance – fair value   | <u>18,437,387</u>          | <u>11,510,146</u>          |
| <i>Accumulated Depreciation</i>  |                            |                            |
| <i>Opening balance</i>   | <i>(5,617,326)</i>         | <i>(5,383,770)</i>         |
| <i>Revaluation</i>   | <i>(3,022,290)</i>         | -                          |
| <i>Disposals</i>   | <i>110,032</i>             | <i>24,277</i>              |
| <i>Depreciation expense</i>  | <i>(380,025)</i>           | <i>(257,833)</i>           |
| <i>Closing balance</i>   | <u><i>(8,909,609)</i></u>  | <u><i>(5,617,326)</i></u>  |
| <b>Bridges – Net Book Value</b>  | <b>\$ 9,527,778</b>        | <b>\$ 5,892,820</b>        |
| Bridges were revalued on 1 July 2008 by the Assets and Engineering Department of the Central Coast Council using data provided by TasSpan. |                            |                            |
| <b>e Drainage</b>  |                            |                            |
| Opening balance  | 29,195,412                 | 29,099,786                 |
| Revaluation  | 9,801,028                  | -                          |
| Additions  | 265,123                    | 95,626                     |
| Disposals  | (10,659)                   | -                          |
| Transfer from work in progress   | 90,069                     | -                          |
| Acquisitions at no cost  | 179,259                    | -                          |
| Closing balance – fair value   | <u>39,520,232</u>          | <u>29,195,412</u>          |
| <i>Accumulated Depreciation</i>  |                            |                            |
| <i>Opening balance</i>   | <i>(11,392,373)</i>        | <i>(11,054,025)</i>        |
| <i>Revaluation</i>   | <i>(3,349,280)</i>         | -                          |
| <i>Disposals</i>   | <i>3,989</i>               | -                          |
| <i>Depreciation expense</i>  | <i>(479,103)</i>           | <i>(338,348)</i>           |
| <i>Closing balance</i>   | <u><i>(15,216,767)</i></u> | <u><i>(11,392,373)</i></u> |
| <b>Drainage – Net Book Value</b>   | <b>\$ 24,303,465</b>       | <b>\$ 17,803,039</b>       |

## Notes to and forming part of the Financial Report

30-Jun-09      30-Jun-08

Drainage assets were revalued on 1 July 2008 by the Assets and Engineering Department of the Central Coast Council.

New drainage assets with a total value of \$179,259 have been recognised from subdivisions transferred to Council.

### **f Furniture and equipment**

|                        |                  |                  |
|------------------------|------------------|------------------|
| Opening balance        | 2,445,565        | 2,403,205        |
| Acquisitions           | 191,578          | 133,445          |
| Disposals              | (53,396)         | (91,085)         |
| Closing balance – cost | <u>2,583,747</u> | <u>2,445,565</u> |

#### *Accumulated Depreciation*

|                             |                           |                           |
|-----------------------------|---------------------------|---------------------------|
| <i>Opening balance</i>      | <i>(1,886,633)</i>        | <i>(1,835,269)</i>        |
| <i>Disposals</i>            | <i>52,031</i>             | <i>83,722</i>             |
| <i>Depreciation expense</i> | <i>(152,343)</i>          | <i>(135,086)</i>          |
| <i>Closing balance</i>      | <u><i>(1,986,945)</i></u> | <u><i>(1,886,633)</i></u> |

|           |                |           |                |
|-----------|----------------|-----------|----------------|
| <b>\$</b> | <b>596,802</b> | <b>\$</b> | <b>558,932</b> |
|-----------|----------------|-----------|----------------|

### **g Plant and machinery**

|                        |                  |                  |
|------------------------|------------------|------------------|
| Opening balance        | 6,616,508        | 6,308,575        |
| Acquisitions           | 910,768          | 1,104,432        |
| Disposals              | (680,069)        | (796,499)        |
| Closing balance – cost | <u>6,847,207</u> | <u>6,616,508</u> |

#### *Accumulated Depreciation*

|                             |                           |                           |
|-----------------------------|---------------------------|---------------------------|
| <i>Opening balance</i>      | <i>(3,572,417)</i>        | <i>(3,435,484)</i>        |
| <i>Disposals</i>            | <i>424,678</i>            | <i>477,226</i>            |
| <i>Depreciation expense</i> | <i>(610,648)</i>          | <i>(614,159)</i>          |
| <i>Closing balance</i>      | <u><i>(3,758,387)</i></u> | <u><i>(3,572,417)</i></u> |

|           |                  |           |                  |
|-----------|------------------|-----------|------------------|
| <b>\$</b> | <b>3,088,820</b> | <b>\$</b> | <b>3,044,091</b> |
|-----------|------------------|-----------|------------------|

## Notes to and forming part of the Financial Report

|   | 30-Jun-09            | 30-Jun-08            |
|---|----------------------|----------------------|
| <b>h Recreation</b>   |                      |                      |
| Opening balance   | 9,596,151            | 9,078,846            |
| Additions   | 253,797              | 517,305              |
| Transfer from work in progress  | 122,814              | -                    |
| Transfer from other asset classes   | 194,075              | -                    |
| Closing balance – fair value  | 10,166,837           | 9,596,151            |
| <i>Accumulated Depreciation</i>   |                      |                      |
| <i>Opening balance</i>  | <i>(4,064,713)</i>   | <i>(3,797,881)</i>   |
| <i>Transfer from other asset classes</i>  | <i>(30,195)</i>      | -                    |
| <i>Depreciation expense</i>   | <i>(245,718)</i>     | <i>(266,832)</i>     |
| <i>Closing balance</i>  | <i>(4,340,626)</i>   | <i>(4,064,713)</i>   |
| <b>Recreation – Net Book Value</b>  | <b>\$ 5,826,211</b>  | <b>\$ 5,531,438</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   | 23,579,423           | 23,500,755           |
| Additions   | 282,302              | 117,186              |
| Disposals   | (222,505)            | (38,518)             |
| Transfer from work in progress  | 11,912               | -                    |
| Transfer to other asset classes   | (19,526)             | -                    |
| Acquisitions at no cost   | 434,882              | -                    |
| Closing balance – fair value  | 24,066,488           | 23,579,423           |
| <i>Accumulated Depreciation</i>   |                      |                      |
| <i>Opening balance</i>  | <i>(8,183,063)</i>   | <i>(7,932,278)</i>   |
| <i>Disposals</i>  | <i>91,033</i>        | <i>16,077</i>        |
| <i>Transfer to other asset classes</i>  | <i>8,119</i>         | -                    |
| <i>Depreciation expense</i>   | <i>(254,373)</i>     | <i>(266,862)</i>     |
| <i>Closing balance</i>  | <i>(8,338,284)</i>   | <i>(8,183,063)</i>   |
| <b>Water supply – Net Book Value</b>  | <b>\$ 15,728,204</b> | <b>\$ 15,396,360</b> |

## Notes to and forming part of the Financial Report

**30-Jun-09                      30-Jun-08**

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

Water pump station at the Sprent Recreation Ground with a written down value of \$11,407 was transferred from water to recreation assets.

Water assets with a total value of \$434,882 were identified in the due diligence process, they include assets from subdivisions transferred to Council.

### **j      Sewerage**

|                                   |            |            |
|-----------------------------------|------------|------------|
| Opening balance                   | 60,015,273 | 59,061,561 |
| Additions                         | 1,547,616  | 1,034,947  |
| Disposals                         | (50,263)   | (81,235)   |
| Transfer from work in progress    | 163,237    | -          |
| Transfer from other asset classes | 152,232    | -          |
| Acquisitions at no cost           | 1,754,594  | -          |
| Closing balance – fair value      | 63,582,689 | 60,015,273 |

#### *Accumulated Depreciation*

|  |                     |                     |
|--|---------------------|---------------------|
| <i>Opening balance</i>                   | <i>(22,156,872)</i> | <i>(21,388,960)</i> |
| <i>Disposals</i>                         | <i>30,840</i>       | <i>49,739</i>       |
| <i>Transfer from other asset classes</i> | <i>(15,888)</i>     | <i>-</i>            |
| <i>Depreciation expense</i>              | <i>(931,512)</i>    | <i>(817,651)</i>    |
| <i>Closing balance</i>                   | <i>(23,073,432)</i> | <i>(22,156,872)</i> |

#### **Sewerage – Net Book Value**

|                         |                         |
|-------------------------|-------------------------|
| <b>\$    40,509,257</b> | <b>\$    37,858,401</b> |
|-------------------------|-------------------------|

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

Sewerage assets with a total value of \$1,754,594 were identified in the due diligence process, they include assets from subdivisions transferred to Council.



## Notes to and forming part of the Financial Report

|                                       | 30-Jun-09               | 30-Jun-08               |
|---------------------------------------|-------------------------|-------------------------|
| <b>k Environmental</b>                |                         |                         |
| Opening balance                       | 2,215,810               | 1,894,898               |
| Revaluation                           | 318,599                 | -                       |
| Additions                             | 394,746                 | 178,643                 |
| Disposals                             | (490,460)               | -                       |
| Transfer from work in progress        | 40,137                  | 142,269                 |
| Closing balance – fair value          | <u>2,478,832</u>        | <u>2,215,810</u>        |
| <i>Accumulated Depreciation</i>       |                         |                         |
| <i>Opening balance</i>                | <i>(708,439)</i>        | <i>(640,479)</i>        |
| <i>Revaluation</i>                    | <i>(59,170)</i>         | -                       |
| <i>Disposals</i>                      | <i>463,708</i>          | -                       |
| <i>Depreciation expense</i>           | <i>(64,174)</i>         | <i>(67,960)</i>         |
| <i>Closing balance</i>                | <u><i>(368,075)</i></u> | <u><i>(708,439)</i></u> |
| <b>Environmental – Net Book Value</b> | <b>\$ 2,110,757</b>     | <b>\$ 1,507,371</b>     |

Environmental assets were revalued on 1 July 2008 by the Assets and Engineering Department of the Central Coast Council.

|   |                       |                       |
|---|-----------------------|-----------------------|
| <b>l Total Property, plant and infrastructure</b> |                       |                       |
| Gross value                                       | 452,038,169           | 424,893,410           |
| Accumulated Depreciation                          | <i>(154,131,515)</i>  | <i>(141,753,543)</i>  |
| <b>Net Book Value</b>                             | <b>\$ 297,906,654</b> | <b>\$ 283,139,867</b> |

|                         |                     |                     |
|-------------------------|---------------------|---------------------|
| <b>23 Payables</b>      |                     |                     |
| Employee costs          | 195,670             | 169,438             |
| Materials and contracts | 755,383             | 810,007             |
| Capital expenditure     | 690,489             | 594,988             |
| Accrued expenses        | 208,034             | 99,895              |
| <b>Total Payables</b>   | <b>\$ 1,849,576</b> | <b>\$ 1,674,328</b> |

## Notes to and forming part of the Financial Report

|  | 30-Jun-09           | 30-Jun-08           |
|--|---------------------|---------------------|
| <b>24 Provisions</b>                       |                     |                     |
| <i>Current provisions</i>                  |                     |                     |
| Annual leave                               | 905,816             | 838,869             |
| Long service leave                         | 1,284,718           | 1,250,666           |
| Employee benefits (on-costs)               | 147,037             | 141,185             |
| Aged Person Home Units                     | 129,739             | 100,892             |
|  | <u>2,467,310</u>    | <u>2,331,612</u>    |
| <i>Non-current provisions</i>              |                     |                     |
| Long Service Leave                         | 130,753             | 176,107             |
| Employee benefits (on-costs)               | 9,806               | 11,899              |
| Aged Person Home Units                     | 1,910,952           | 1,400,839           |
| Rehabilitation of resource recovery centre | 354,049             | -                   |
|  | <u>2,405,560</u>    | <u>1,588,845</u>    |
| <b>Total Provisions</b>                    | <b>\$ 4,872,870</b> | <b>\$ 3,920,457</b> |

The liability for employee benefit on-costs comprises superannuation, 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.

### *Movement in Provision for Aged Person Home Units*

|                                 |                     |                     |
|---------------------------------|---------------------|---------------------|
| Opening balance                 | 1,501,731           | 1,588,047           |
| Contributions received          | 779,654             | 267,677             |
| Refunds paid                    | (105,900)           | (243,773)           |
| Amortisation revenue recognised | (134,794)           | (110,220)           |
| <b>Closing balance</b>          | <b>\$ 2,040,691</b> | <b>\$ 1,501,731</b> |

Council operates a Resource Recovery Centre at Lobster Creek Road which imposes an obligation for rehabilitation after expiration of the site's useful life which is expected to be around 2030.

A provision for rehabilitation costs, representing the net present value of future obligations, has been created at 30 June 2009. Council engineers estimated the costs based on the current costs incurred at similar sites.

## Notes to and forming part of the Financial Report

|                                       | 30-Jun-09             | 30-Jun-08             |
|---------------------------------------|-----------------------|-----------------------|
| <b>25 Financial Liabilities</b>       |                       |                       |
| Current loan liability                | 156,776               | 75,649                |
| Non-current loan liability            | 1,416,854             | 575,068               |
| <b>Total Financial Liabilities</b>    | <b>\$ 1,573,630</b>   | <b>\$ 650,717</b>     |
| <b>26 Other Liabilities</b>           |                       |                       |
| Revenue in advance                    | 6,960                 | 16,829                |
| Sundry deposits                       | 246,456               | 260,465               |
| <b>Total Other Liabilities</b>        | <b>\$ 253,416</b>     | <b>\$ 277,294</b>     |
| <b>27 Reserves</b>                    |                       |                       |
| Asset revaluation reserve – Council   | 152,301,721           | 142,124,502           |
| Asset revaluation reserve – Associate | 17,686,553            | 15,540,729            |
| Asset replacement reserve             | 2,381,919             | 2,680,873             |
| Sewerage and water reserve            | –                     | 16,460                |
| Fire services reserve                 | 5,612                 | 8,986                 |
| Garbage collection reserve            | 37,337                | 10,522                |
| Special projects reserve              | 1,976,635             | 1,576,484             |
| <b>Total Reserves</b>                 | <b>\$ 174,389,777</b> | <b>\$ 161,958,556</b> |

Asset revaluation reserves represent the increase in the value of property, plant and equipment owned by the Council and Associates (see note 21).

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-09      30-Jun-08

### 28 Reconciliation of Surplus/Deficit to Net Cash from Operating Activities

|  |                      |                     |
|--|----------------------|---------------------|
| Surplus/(Deficit)                                | \$ 5,854,361         | \$ 52,162           |
| <i>Non-cash Items</i>                            |                      |                     |
| Depreciation and Amortisation                    | 7,265,456            | 7,094,560           |
| Share of Profit in Associate                     | (1,055,170)          | (123,319)           |
| (Profit)/Loss on Disposal of Assets              | 123,764              | (108,552)           |
| Subdivisions and Identified Assets               | (2,364,456)          | -                   |
|  | <u>3,969,594</u>     | <u>6,862,689</u>    |
| <i>Change in Assets and Liabilities</i>          |                      |                     |
| (Increase)/Decrease in Receivables               | (92,395)             | 259,061             |
| (Increase)/Decrease in Inventories               | (47,531)             | (6,246)             |
| (Increase)/Decrease in Other Assets              | (457,676)            | 158,787             |
| Increase/(Decrease) in Payables                  | 79,747               | 147,078             |
| Increase/(Decrease) in Provisions                | 952,413              | 71,214              |
| Increase/(Decrease) in Other Liabilities         | (23,878)             | (87,946)            |
|  | <u>410,680</u>       | <u>541,948</u>      |
| <b>Net Cash provided by Operating Activities</b> | <b>\$ 10,234,635</b> | <b>\$ 7,456,799</b> |

The Council has seven Corporate Credit Cards with a total limit of \$25,500. The balance is paid in full on a monthly basis.

### 29 Commitments for Expenditure

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

|                      |                     |                     |
|----------------------|---------------------|---------------------|
| less than 12 months  | 4,629,419           | 1,122,175           |
| 12 months – 2 years  | -                   | -                   |
| 2 years – 5 years    | -                   | -                   |
| greater than 5 years | -                   | -                   |
|                      | <u>\$ 4,629,419</u> | <u>\$ 1,122,175</u> |

## Notes to and forming part of the Financial Report

30-Jun-09      30-Jun-08

### 30 Related Party Disclosures

|   |         |         |
|---|---------|---------|
| Councillors allowances and reimbursements | 267,278 | 225,300 |
|---|---------|---------|

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 2009 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  
Cr K. Haines  
Cr G. Howard  
Cr T. McKenna  
Cr T. van Rooyen

### 31 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.

## Notes to and forming part of the Financial Report

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 2009 and the Council achieved an overall score of 87%, 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 15 and 16 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:

### *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.

## Notes to and forming part of the Financial Report

### *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> | <b>30 June 2009</b> |                   | <b>30 June 2008</b> |                   |
|--------------------------|---------------------|-------------------|---------------------|-------------------|
|                          | <b>Gross</b>        | <b>Impairment</b> | <b>Gross</b>        | <b>Impairment</b> |
| Not past due             | 327,733             | -                 | 329,614             | -                 |
| Past due 0-30 days       | 382,549             | -                 | 287,454             | -                 |
| Past due 31-60 days      | 57,078              | -                 | 25,407              | -                 |
| Past due 61-90 days      | 7,866               | -                 | 4,529               | -                 |
| More than 90 days        | 31,863              | -                 | 81,030              | -                 |
| Total trade receivables  | 807,089             | -                 | 728,034             | -                 |
| Rates receivable         | 315,622             | -                 | 325,995             | -                 |
| <b>Total receivables</b> | <b>\$ 1,122,711</b> | <b>\$ -</b>       | <b>\$ 1,054,029</b> | <b>\$ -</b>       |

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 in either year.

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.

## Notes to and forming part of the Financial Report

### *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.

Council minimises these risks by monitoring budget to actual performance on a regular basis and following set limits on borrowing in accordance with Council's policy.

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 0.51% of the revenue of the preceding financial year (2008 – 0.56%)

### *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:

|                       | Less than<br>1 year | 1–5 years         | More than<br>5 years | Total<br>contractual<br>cash flows | Carrying<br>amount  |
|-----------------------|---------------------|-------------------|----------------------|------------------------------------|---------------------|
| <b>30 June 2009</b>   |                     |                   |                      |                                    |                     |
| Payables              | 1,849,576           | –                 | –                    | 1,849,576                          | 1,849,576           |
| Other liabilities     | 253,416             | –                 | –                    | 253,416                            | 253,416             |
| Financial liabilities | 862,735             | 473,052           | 606,507              | 1,942,294                          | 1,573,630           |
| <b>Total</b>          | <b>\$ 2,965,727</b> | <b>\$ 473,052</b> | <b>\$ 606,507</b>    | <b>\$ 4,045,286</b>                | <b>\$ 3,676,622</b> |



## Notes to and forming part of the Financial Report

### **30 June 2008**

|                       |                     |                   |                   |                     |                     |
|-----------------------|---------------------|-------------------|-------------------|---------------------|---------------------|
| 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> |

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. Loan funding, \$400,000 over 15 years, drawn down in June 2008 is subject to five yearly interest rate reviews.

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:

## Notes to and forming part of the Financial Report

|                                     | 30 June 2009        | 30 June 2008        |
|-------------------------------------|---------------------|---------------------|
| <b><i>Financial assets</i></b>      |                     |                     |
| Cash at bank and on hand            | 787,358             | 464,759             |
| Cash management account             | 1,019,194           | 548,466             |
| Other financial assets              | 7,863,609           | 6,715,811           |
| <b>Total</b>                        | <b>9,670,161</b>    | <b>7,729,036</b>    |
| <b><i>Financial liabilities</i></b> |                     |                     |
| Interest bearing liabilities        | 400,000             | 400,000             |
| <b>Total</b>                        | <b>400,000</b>      | <b>400,000</b>      |
| <b>Net Total</b>                    | <b>\$ 9,270,161</b> | <b>\$ 7,329,036</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 2008.

At 30 June 2009, if interest rates had moved, as illustrated in the table below, profit and equity would have been affected as follows:

|                          | Profit or loss |             | Equity      |             |
|--------------------------|----------------|-------------|-------------|-------------|
|                          | 2008-2009      | 2007-2008   | 2008-2009   | 2007-2008   |
| + 1% (100 basis points)  | \$ 92,702      | \$ 73,290   | \$ 92,702   | \$ 73,290   |
| - 0.5% (50 basis points) | \$ (46,351)    | \$ (36,645) | \$ (46,351) | \$ (36,645) |

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:

## Notes to and forming part of the Financial Report

| Fair Values                  | 30 June 2009        |                     | 30 June 2008        |                     |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
|                              | Carrying amount     | Fair Value          | Carrying amount     | Fair Value          |
| <b>Financial assets</b>      |                     |                     |                     |                     |
| Cash and cash equivalents    |                     |                     |                     |                     |
| Cash at bank and on hand     | 787,358             | 787,358             | 464,759             | 464,759             |
| Cash management account      | 1,019,194           | 1,019,194           | 548,466             | 548,466             |
| Receivables                  | 1,264,031           | 1,264,031           | 1,171,636           | 1,171,636           |
| Other financial assets       | 7,863,609           | 7,863,609           | 6,715,811           | 6,715,811           |
| Accrued revenue              | 357,212             | 357,212             | 197,474             | 197,474             |
|                              | <b>11,291,404</b>   | <b>11,291,404</b>   | <b>9,098,146</b>    | <b>9,098,146</b>    |
| <b>Financial liabilities</b> |                     |                     |                     |                     |
| Payables                     | 1,849,576           | 1,849,576           | 1,674,328           | 1,674,328           |
| Interest bearing liabilities | 1,573,630           | 1,594,139           | 650,717             | 650,717             |
| Other liabilities            | 253,416             | 253,416             | 277,294             | 277,294             |
|                              | <b>3,676,622</b>    | <b>3,697,131</b>    | <b>2,602,339</b>    | <b>2,602,339</b>    |
| <b>Net financial assets</b>  | <b>\$ 7,614,782</b> | <b>\$ 7,594,273</b> | <b>\$ 6,495,807</b> | <b>\$ 6,495,807</b> |

| Carrying amounts classified as:   | 30 June 2009        | 30 June 2008        |
|---|---------------------|---------------------|
| <b>Financial assets</b>   |                     |                     |
| Cash and cash equivalents   | 1,806,552           | 1,013,225           |
| Financial assets at fair value through profit and loss upon initial recognition | 7,863,609           | 6,715,811           |
| Loans and receivables   | 1,621,243           | 1,369,110           |
| Available for sale financial assets   | 162,392             | 210,000             |
|   | <b>11,453,796</b>   | <b>9,308,146</b>    |
| <b>Financial liabilities</b>  |                     |                     |
| Financial liabilities measured at amortised cost                                | 3,676,622           | 2,602,339           |
|   | <b>3,676,622</b>    | <b>2,602,339</b>    |
| <b>Net financial assets / (liabilities)</b>                                     | <b>\$ 7,777,174</b> | <b>\$ 6,705,807</b> |

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

## Notes to and forming part of the Financial Report

### 32 Superannuation

The Central Coast 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(b) 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 2008. The review disclosed that at that time the net market value of assets available for funding member benefits was \$84,786,241, the value of vested benefits was \$77,078,401, the surplus was \$7,707,840, and the value of total accrued benefits was \$81,398,000. 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 | (17.77)% for 2008–2009 and 7.0% per annum thereafter |
| Salary Inflation      | 4.0% per annum                                       |
| 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 will be undertaken after 31 October 2011 for 30 June 2011.

The Council also contributes to other accumulation schemes on behalf of a number of employees, however the Council has no ongoing responsibility to make good any deficiencies that may occur in those schemes.

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.

The amount of contributions paid by the Council during the reporting period to defined benefit schemes was \$730,425 (2007–2008 was \$736,571). The amount paid to accumulation schemes was \$125,213 (2007–2008 was \$90,774).

### **33 Water and Sewerage Reform – Future Arrangements and After Balance Day Events**

#### ***General Note Disclosure***

In February of 2008 State and Local Government reached agreement to establish three Local Government owned, vertically integrated businesses providing bulk, distribution and retail water and sewerage services, and a common service provider subsidiary company. The Water and Sewerage Corporations Act 2008 (Corporations Act) was subsequently enacted and received Royal Assent on 13 June 2008.

Two of the main purposes of the Corporations Act are to:

- vest the water and sewerage assets, rights and liabilities of councils and bulk water authorities in the Regional Corporations and the Common Services Corporation; and
- make provision for the transfer of water and sewerage employees of councils and employees of bulk water authorities to the Regional Corporations and the Common Services Corporation.

The new corporations were operational (with minimal operations) on 1 January 2009. Full transfer of water and sewerage assets, liabilities and staff took place on 1 July 2009. From that date, responsibility for the provision of water and sewerage services moved from local councils to three new regional water and sewerage corporations (trading as Cradle Mountain Water, Ben Lomond Water and Southern Water). A fourth company provides common services and support to the three regional corporations.

In conjunction with the above Act, the Water and Sewerage Industry Act 2008 was also proclaimed on 13 June 2008. The Act provides for the establishment of an economic regulatory framework for the water and sewerage industry, including the establishment of a licensing regime and providing for the regulation of prices, customer service standards and performance monitoring of that industry and for related matters.

Full transition to the new water pricing and servicing standards is not expected until January 2012.

#### ***Income Statement***

The income statement impact will predominantly result in the water and sewerage activities as detailed in Note 2(a) Functions/Activities of Council transferring to the new corporations. Some other functions/activities may also be impacted.

## Notes to and forming part of the Financial Report

Council will in future derive returns from the new corporations, mainly in the form of dividends. However, at the time of preparing the financial statements it is not possible to determine the level of such returns.

### ***Balance Sheet***

The following table compares the Council's Balance Sheet as at 30 June 2009 to the Balance Sheet as at 1 July 2009 after the transfer of assets and liabilities relating to water and sewerage to Cradle Mountain Water. Council's opening ownership interest in the new corporation will be represented by the net assets transferred.

| <b>Asset/Liability Class</b>        | <b>Total council<br/>balance<br/>30 June 2009</b> | <b>Transfers on<br/>1 July 2009</b> | <b>Net council<br/>balance at<br/>1 July 2009</b> |
|-------------------------------------|---|-------------------------------------|---|
| <b>Current Assets</b>               |   |                                     |   |
| Cash and cash equivalents           | 1,806,552   | (707,327)                           | 1,099,225   |
| Receivables                         | 1,140,535   | –                                   | 1,140,535   |
| Financial assets                    | 7,863,609   | –                                   | 7,863,609   |
| Inventories                         | 119,033   | (85,868)                            | 33,165  |
| Other assets                        | 685,978   | –                                   | 685,978   |
| <b>Total Current Assets</b>         | <b>11,615,707</b>                                 | <b>(793,195)</b>                    | <b>10,822,512</b>                                 |
| <b>Non Current Assets</b>           |   |                                     |   |
| Other non-current assets            | 224,176   | –                                   | 224,176   |
| Land                                | 31,639,606  | (1,394,782)                         | 30,244,824  |
| Buildings                           | 34,762,029  | (571,394)                           | 34,190,635  |
| Water                               | 15,728,204  | (15,728,204)                        | –   |
| Sewerage                            | 40,509,257  | (40,509,257)                        | –   |
| Roads and drainage                  | 163,644,968                                       | –                                   | 163,644,968                                       |
| Other property, plant and equipment | 11,622,590  | (244,603)                           | 11,622,590  |
| Work in Progress                    | 3,781,515   | (49,446)                            | 3,732,069   |
| Investments in associates           | 22,195,980  | (21,012,619)                        | 1,183,361   |
| Investment in new corporation       | –   | 79,294,862                          | 79,294,862  |
| <b>Total Non-Current Assets</b>     | <b>324,108,325</b>                                | <b>(215,443)</b>                    | <b>323,892,882</b>                                |
| <b>TOTAL ASSETS</b>                 | <b>335,724,032</b>                                | <b>(1,008,638)</b>                  | <b>334,715,394</b>                                |

## Notes to and forming part of the Financial Report

|                                      |                       |                    |                       |
|--------------------------------------|-----------------------|--------------------|-----------------------|
| <b>Current Liabilities</b>           |                       |                    |                       |
| Payables                             | 1,849,576             | (7,327)            | 1,842,249             |
| Financial Liabilities                | 156,776               | (52,935)           | 103,841               |
| Provisions – employee                | 2,337,571             | (286,013)          | 2,051,558             |
| Provisions – other                   | 129,739               | –                  | 129,739               |
| Other liabilities                    | 253,416               | –                  | 253,416               |
| <b>Total Current Liabilities</b>     | <b>4,727,078</b>      | <b>(346,275)</b>   | <b>4,380,803</b>      |
| <b>Non Current Liabilities</b>       |                       |                    |                       |
| Financial Liabilities                | 1,416,854             | (647,065)          | 769,789               |
| Provisions – employee                | 140,559               | (15,298)           | 125,261               |
| Provisions – other                   | 2,265,001             | –                  | 2,265,001             |
| <b>Total Non-Current Liabilities</b> | <b>3,822,414</b>      | <b>(662,363)</b>   | <b>3,160,051</b>      |
| <b>TOTAL LIABILITIES</b>             | <b>8,549,492</b>      | <b>(1,008,638)</b> | <b>7,540,854</b>      |
| <b>NET ASSETS</b>                    | <b>\$ 327,174,540</b> | <b>–</b>           | <b>\$ 327,174,540</b> |
| <b>Equity</b>                        |                       |                    |                       |
| Accumulated Surplus                  | 152,784,763           | 46,507,417         | 199,292,180           |
| Reserves                             | 174,389,777           | (46,507,417)       | 127,882,360           |
| <b>TOTAL EQUITY</b>                  | <b>\$ 327,174,540</b> | <b>–</b>           | <b>\$ 327,174,540</b> |

## Notes to and forming part of the Financial Report

Reconciliation of water and sewerage asset transferred to total assets disclosed in Note 2(a):

|   |                             |
|---|-----------------------------|
| Water assets  | 36,960,145                  |
| Sewerage assets                                     | <u>42,629,907</u>           |
| <b>Total Assets as per note 2(a)</b>                | <b>79,590,052</b>           |
| Plus  |                             |
| Loan funding raised April 2009                      | 700,000                     |
| Accrued interest expense                            | 7,327                       |
| Inventories from Works Depot Store                  | <u>6,121</u>                |
| <b>Total Water and Sewerage Assets</b>              | <b><u>\$ 80,303,500</u></b> |
| Cash and cash equivalents                           | 707,327                     |
| Inventories   | 85,868                      |
| Land  | 1,394,782                   |
| Buildings   | 571,394                     |
| Water infrastructure                                | 15,728,204                  |
| Sewerage infrastructure                             | 40,509,257                  |
| Other property, plant and equipment                 | 244,603                     |
| Work in Progress                                    | 49,446                      |
| Investment in Cradle Coast Water                    | <u>21,012,619</u>           |
| <b>Total Assets as per completion balance sheet</b> | <b><u>\$ 80,303,500</u></b> |



## Notes to and forming part of the Financial Report

### 34 Significant Business Activities

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

|   | Roads, Streets<br>and Bridges |                   | Sewerage          |                  | Water            |                  |
|---|-------------------------------|-------------------|-------------------|------------------|------------------|------------------|
|   | 2008–2009                     | 2007–2008         | 2008–2009         | 2007–2008        | 2008–2009        | 2007–2008        |
| <b>Revenue</b>                          |                               |                   |                   |                  |                  |                  |
| Rates                                   | 1,696,778                     | 1,869,202         | 1,963,864         | 1,844,091        | 2,817,432        | 2,552,469        |
| Other Revenue                           | 2,551,649                     | 2,801,770         | 2,928,464         | 887,814          | 1,686,933        | 1,077,690        |
| <b>Total Revenue</b>                    | <b>4,248,427</b>              | <b>4,670,972</b>  | <b>4,892,328</b>  | <b>2,731,905</b> | <b>4,504,365</b> | <b>3,630,159</b> |
| <b>Expenses</b>                         |                               |                   |                   |                  |                  |                  |
| <i>Direct</i>                           |                               |                   |                   |                  |                  |                  |
| Employee Costs                          | 554,625                       | 707,206           | 599,826           | 659,968          | 426,227          | 241,063          |
| Materials and<br>Contracts              | 1,217,178                     | 1,156,059         | 729,725           | 644,764          | 3,359,941        | 2,808,417        |
| Borrowing Costs                         | –                             | –                 | 8,612             | 2,593            | –                | –                |
| <i>Indirect</i>                         |                               |                   |                   |                  |                  |                  |
| Engineering and<br>Administration       | 333,342                       | 251,966           | 337,887           | 345,109          | 379,129          | 412,407          |
| <b>Total Expenses</b>                   | <b>2,105,145</b>              | <b>2,115,231</b>  | <b>1,676,050</b>  | <b>1,652,434</b> | <b>4,165,297</b> | <b>3,461,887</b> |
| <b>Capital Costs</b>                    |                               |                   |                   |                  |                  |                  |
| Depreciation                            | 3,542,180                     | 3,647,005         | 966,994           | 873,484          | 294,840          | 306,473          |
| Opportunity<br>Cost of Capital          | 12,957,777                    | 11,717,102        | 3,808,665         | 3,663,845        | 3,334,316        | 3,116,338        |
| <b>Total Capital<br/>Costs</b>          | <b>16,499,957</b>             | <b>15,364,107</b> | <b>4,775,659</b>  | <b>4,537,329</b> | <b>3,629,156</b> | <b>3,422,811</b> |
| <b>Competitive<br/>Neutrality Costs</b> | <b>\$ –</b>                   | <b>\$ –</b>       | <b>\$ 686,384</b> | <b>\$ 72,443</b> | <b>\$ 12,577</b> | <b>\$ 11,806</b> |

## Notes to and forming part of the Financial Report

The financial report set out on pages 1 to 53 presents fairly the financial position of the Central Coast Council as at 30 June 2009, 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  
September 2009



## **INDEPENDENT AUDIT REPORT To the Councillors of Central Coast Council**

### **Financial Report for the Year Ended 30 June 2009**

#### **Report on the Financial Report**

I have audited the accompanying financial report of Central Coast Council (Council), which comprises the balance sheet as at 30 June 2009, the income statement, statement of changes in equity and cash flow statement for the year ended on that date, a summary of significant accounting policies, other explanatory notes and the General Manager's statement.

#### *The Responsibility of the General Manager for the Financial Report*

The General Manager is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including Australian Accounting Interpretations) and Section 84 of the *Local Government Act 1993*. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

#### *Auditor's Responsibility*

My responsibility is to express an opinion on the financial report based upon my audit. My audit was conducted in accordance with Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance as to whether the financial report is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to Council's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate to the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Council's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the General Manager, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

My audit is not designed to provide assurance on the accuracy and appropriateness of the budget/estimate information in Council's financial report.

### **Independence**

In conducting this audit, I have complied with the independence requirements of Australian Auditing Standards and other relevant ethical requirements. The *Audit Act 2008* further promotes independence by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General, and
- mandating the Auditor-General as auditor of State Entities but precluding the provision of non-audit services, thus ensuring the Auditor-General and the Tasmanian Audit Office are not compromised in their role by the possibility of losing clients or income.

### **Auditor's Opinion**

In my opinion the financial report of Central Coast Council:

- (a) presents fairly, in all material respects, the financial position of Council as at 30 June 2009, and of its financial performance, cash flows and changes in equity for the year then ended; and
- (b) is in accordance with the *Local Government Act 1993* and Australian Accounting Standards (including Australian Accounting Interpretations).

### **TASMANIAN AUDIT OFFICE**



J J Tongs

**DIRECTOR - FINANCIAL AUDIT**

Delegate of the Auditor-General

HOBART

23 October 2009

# State of Environmental and Public Health Report

for the year ended 30 June 2009

## Appendix B

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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 2009 pursuant to Section 72 of the Local Government Act 1993.

The Council's Development & Regulatory 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.



## 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 2008/2009 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 957 as shown in Table 1.

*Table 1: Immunisation clinics*

| CATEGORY                | TYPE OF VACCINATION      |                          |                                 |                    |
|-------------------------|--------------------------|--------------------------|---------------------------------|--------------------|
| School                  | Chicken Pox<br>(Grade 6) | Hepatitis B<br>(Grade 6) | HPV<br>(Grades 6, 7, 8, 9 & 10) | dTpa<br>(Grade 10) |
| East Ulverstone Primary | 3                        | 43                       | 10                              | N/A                |
| Forth Primary           | 0                        | 31                       | 10                              | N/A                |
| Leighland Christian     | 2                        | 35                       | 53                              | 19                 |
| North West Christian    | 1                        | 7                        | 8                               | 5                  |
| Penguin Primary         | 8                        | 80                       | 20                              | N/A                |
| Penguin High            | N/A                      | N/A                      | 53                              | 39                 |
| Riana Primary           | 1                        | 14                       | 2                               | N/A                |
| Sacred Heart Primary    | 1                        | 45                       | 10                              | N/A                |
| Sprent Primary          | 2                        | 15                       | 5                               | N/A                |
| Ulverstone Primary      | 14                       | 77                       | 44                              | N/A                |
| Ulverstone High         | N/A                      | N/A                      | 133                             | 89                 |
| West Ulverstone Primary | 14                       | 40                       | 24                              | N/A                |
| Total                   | 46                       | 387                      | 372                             | 152                |

The Council also conducted in-house immunisation clinics to immunise 72 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.<br>REPORTED | NO<br>INVESTIGATED |
|--------------------|-----------------|--------------------|
| Salmonellosis      |                 |                    |
| Campylobacteriosis | 2               | 2                  |

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

#### Target:

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

#### Desired outcome:

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

## 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.

### 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.

During the 2008/2009 financial year no cases of Legionella were reported.

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

### 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 premise.

## Food surveillance and education

### Performance:

During the 2008/2009 financial year one hundred and twenty three food businesses and eight registerable food vans were registered.

### 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.

### Food sampling:

No food sampling was required by the Department of Health and Human Services in the 2008/2009 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.

### Commentary:

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

### Performance:

Fourteen temporary food premises were registered in the reporting period.

There were no complaints or incidents requiring investigation.

### 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. The monitoring program is approved by the Director of Public Health.

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       |

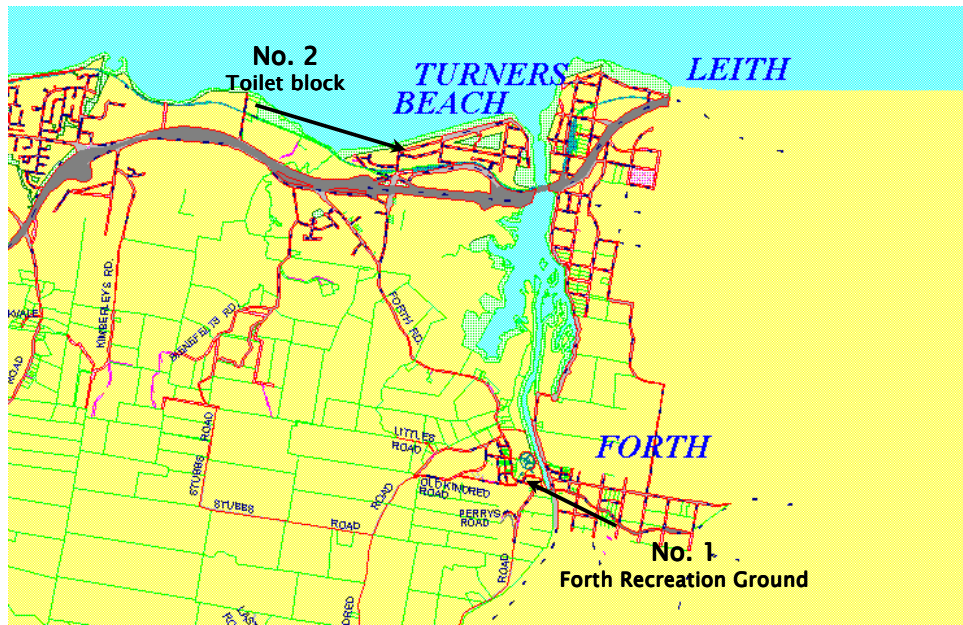
Maps 1 to 3 illustrate where treated drinking water quality monitoring takes place within the Central Coast municipal area.

*Map 1: Ulverstone*

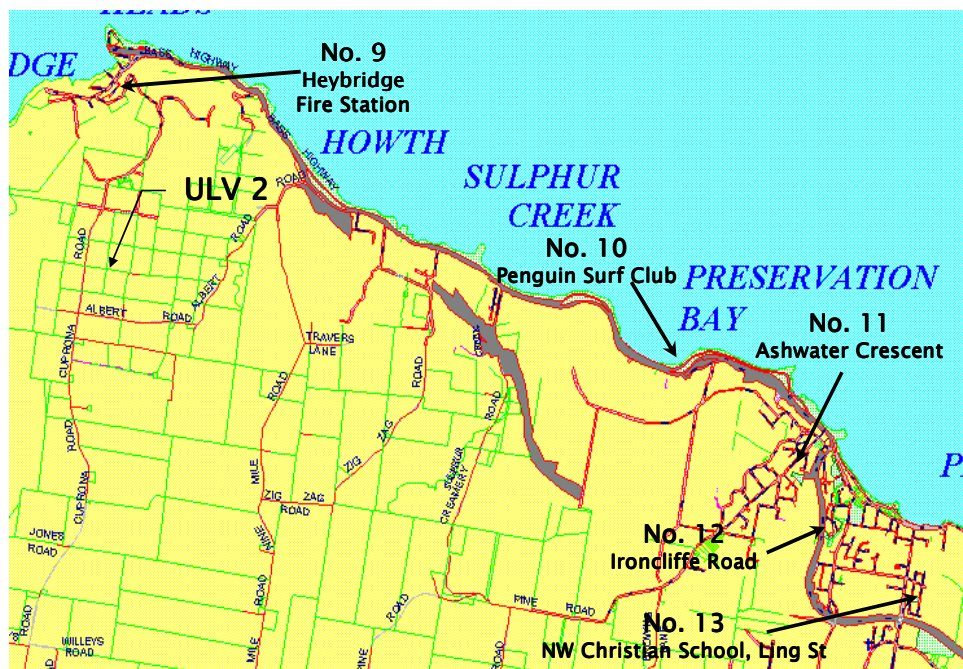


## Safe water

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).

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 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.

It must be noted that this is the final year in which the Council will undertake monitoring and reporting on drinking water quality in Central Coast. As at 1 July 2009 this responsibility has transferred to Cradle Mountain Water.

## Safe water

Table 4: Drinking water sample results

| SITE                                    | PARAMETERS   |  |   |   |   |  |
|---|--|--|---|---|---|--|
|   | RESERVOIR  | No. of Micro samples<br>* (Standard = 12/year) | Median Total Coliforms/100mL<br>* Standard = 95%<1/100mL) | Median Faecal and E.Coli/100mL *<br>Standard = 98%<1/100mL) | No. of Chlorine samples<br>(Standard = 40/year) | Median Free Chlorine (mg/L)<br>(Standard = presence) |
| Forth Recreation Ground, Forth          | Turners Beach  | 11   | <1  | <1  | 23  | 0.11   |
| Public toilets, Espl, Turners Beach     | Turners Beach  | 11   | <1  | <1  | 23  | 0.10   |
| Swimming Pool, Leighlands Ave, Ulv      | Kimberleys Road  | 11   | <1  | <1  | 22  | 0.10   |
| CCC Admin Centre, King Edward St, Ulv   | Hearps Road<br>Amy Street<br>Von Bibras Road<br>Kimberleys Road  | 11   | <1  | <1  | 22  | 0.08   |
| Recreation Centre, Flora St, Ulverstone | (As above)   | 11   | <1  | <1  | 22  | 0.11   |
| Upper Maud St, Ulv                      | Olivers Road   | 11   | <1  | <1  | 22  | 0.09   |
| Reservoir, Upper Maud St, Ulv           | Upper Maud Street  | 11   | <1  | <1  | 22  | 0.09   |
| Trevor Street, Ulverstone               | Heazlewoods Hills  | 11   | <1  | <1  | 22  | 0.11   |
| Fire Station, River Ave, Heybridge      | Heybridge  | 11   | <1  | <1  | 22  | 0.10   |
| Surf Club, Bass Hwy, Preservation Bay   | Murfetts   | 11   | <1  | <1  | 23  | 0.11   |
| Ashwater Crescent, Penguin              | Browns Lane  | 11   | <1  | <1  | 23  | 0.10   |
| Rec Ground, Ironcliffe Rd, Penguin      | Mission Hill   | 11   | <1  | <1  | 23  | 0.09   |
| NW Christian School, Ling St, Penguin   | Spur Hill  | 11   | <1  | <1  | 22  | 0.08   |
| Depot, Short St, Ulv                    | Hearps Road<br>Amy Street<br>Von Bibras Road,<br>Kimberleys Road | 11   | <1  | <1  | 22  | 0.10   |
|   |  | 154/year                                       |   |   | 313/year  |  |

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

## Safe water

### Recreational 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; 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                  |

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

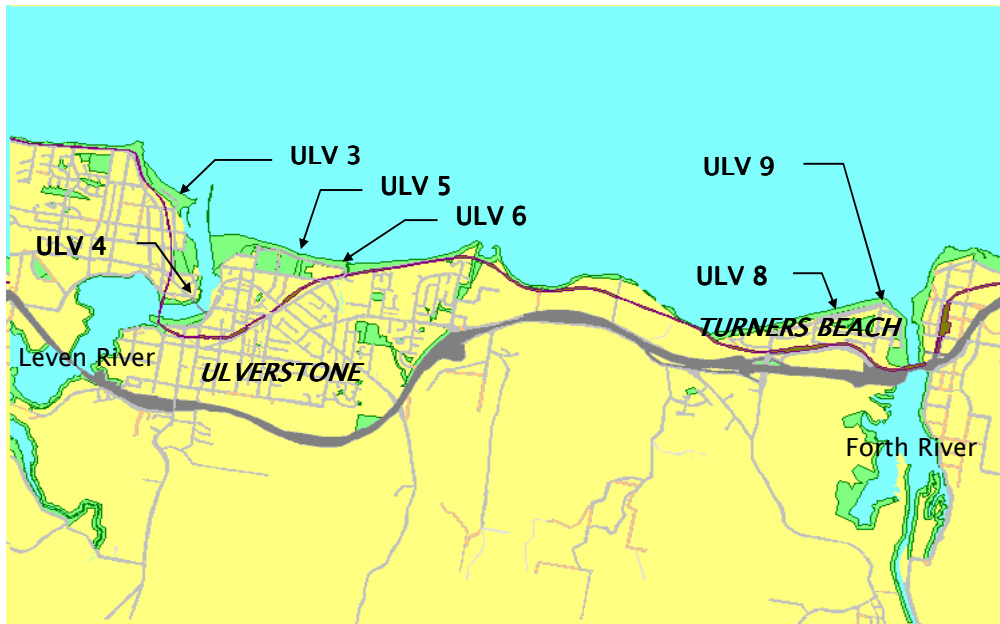
## Safe water

*Map 4: Central Coast municipal area*

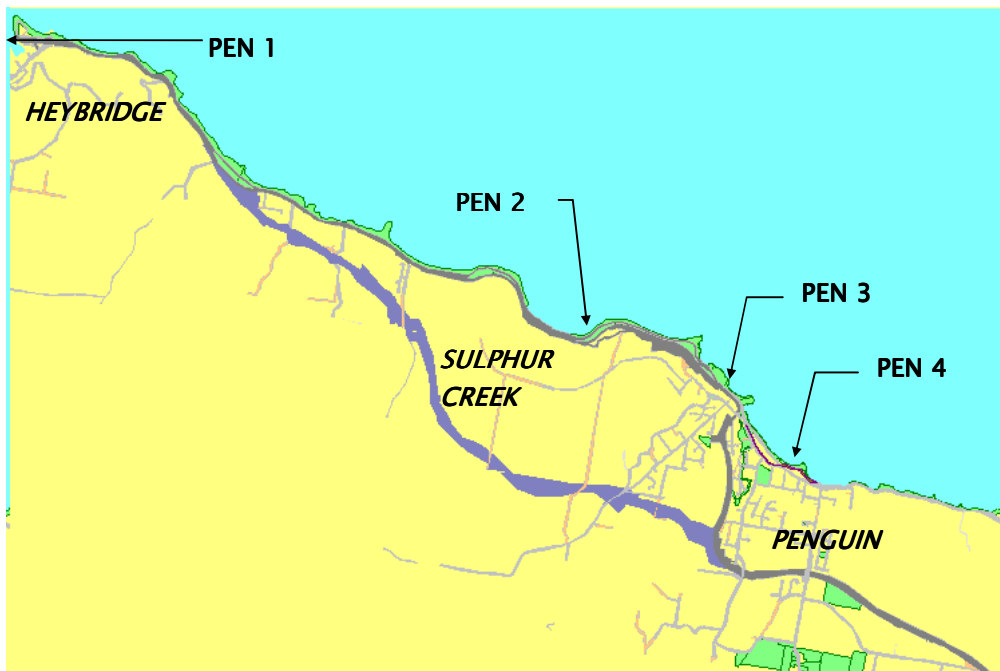


## Safe water

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 2009:

*Table 7: Summary of Recreational Water Quality Results for 2008/2009*

| SITE                          |        | PARAMETERS     |   |
|-------------------------------|--------|----------------|---|
|                               |        | No. of samples | Median Enterococci/100mL<br>*(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  | 7              | <10   |
| West Beach – opposite shop    | ULV 2  | 18             | <10   |
| Picnic Point Beach            | ULV 3  | 18             | <10   |
| Tobruk Park                   | ULV 4  | 6              | 41.5  |
| Main Beach – surf club        | ULV 5  | 18             | <10   |
| Buttons Creek - mouth         | ULV 6  | 6              | 121   |
| Victoria Park, Gunns Plains   | ULV 7  | 6              | 198   |
| West Turners Beach            | ULV 8  | 4              | 15  |
| Gables Park, Turners Beach    | ULV 9  | 6              | <10   |
| Canoe course – Forth River    | ULV 10 | 6              | <10   |

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.

### Discussion:

In recreational waters used for primary contact, the NH&MRC Guidelines for Managing Risks in Recreational Water (2006) and the Recreational Water Quality 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. It should be noted that while the level for investigation was exceeded

## Safe water

on three occasions at Victoria Park, on each occasion re-sampling was undertaken which demonstrated compliance with the Guidelines.

It should also be noted that 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 2008/2009 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 –

Table 8 shows results of the water monitoring program at the Preston Transfer Station for the period ending 30 June 2009.

## Solid Waste Management

Table 8: Preston Transfer Station – Water monitoring results

| PRESTON TRANSFER STATION – WATER MONITORING PROGRAM |            |   |   |   |   |
|---|------------|---|---|---|---|
| Parameter<br>(mg/L unless<br>otherwise specified)   | * Standard | Surface Water                                       |   |   |   |
|   |            | Lake<br>Isandula at<br>Isandula Rd<br>bridge<br>SW1 | West Gawler<br>River at<br>Closes Rd<br>bridge<br>SW2 | Eastern<br>surface<br>run-off<br>pond<br>SW3 ** | Western<br>surface<br>run-off<br>pond<br>SW4 ** |
| pH  | 6.5-7.5    | 6.95  | 6.88  |   |   |
| Conductivity  | 30-350     | 46  | 51  |   |   |
| Ammonia   | 0.9        | 0.011   | 0.010   |   |   |
| Nitrate   | 0.7        | 0.425   | 0.435   |   |   |
| Nitrite   | -          | 0.003   | 0.003   |   |   |
| Nitrate & Nitrite<br>(oxidised N)                   | -          | 0.428   | 0.438   |   |   |
| COD   | -          | 60  | <50   |   |   |
| Iron (Fe) Dissolved                                 | -          | 317   | 267   |   |   |
| Aluminium (Al) Dissolved                            | 0.055      | 476   | 214   | Holding   | Holding   |
| Copper (Cu) Dissolved                               | 0.0014     | 7   | <1  | no  | no  |
| Zinc (Zn) – Dissolved                               | 0.008      | 2   | 3   | water   | water   |
| Chromium (Cr) Dissolved                             | 0.001      | <1  | <1  |   |   |
| Cobalt (Co) Dissolved                               | -          | <1  | <1  |   |   |
| Manganese (Mn)<br>Dissolved                         | -          | 15  | 13  |   |   |
| Nickel (Ni) Dissolved                               | 0.011      | <10   | <10   |   |   |
| Lead (Pb) - Dissolved                               | 0.0034     | <7  | <7  |   |   |
| Cadmium (Cd) Dissolved                              | 0.0002     | <1  | <1  |   |   |
| Arsenic (As) Dissolved                              | -          | <10   | <10   |   |   |
| Enterococci   | -          | 53  | 99  |   |   |
| Thermotolerant Coliforms                            |            | 360   | 290   |   |   |

\* 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 2009.

## Solid Waste Management

*Table 9: Former Penguin Refuse Disposal Site and Resource Recover Centre – Water monitoring results*

| PARAMETER                      | * STANDARD | FORMER PENGUIN REFUSE DISPOSAL SITE |                     |                       |              |             | RESOURCE RECOVERY CENTRE |           |                 |
|--------------------------------|------------|-------------------------------------|---------------------|-----------------------|--------------|-------------|--------------------------|-----------|-----------------|
|                                |            | Surface Water                       |                     |                       |              |             |                          |           |                 |
|                                |            | Stream above Landfill               | 900mm Leachate Pipe | Stream below Landfill | Organic Farm | Golf Course | Leachate Pond SW1        | Creek SW2 | Down Stream SW3 |
| Ph                             | 6.5 –7.5   | 4.2                                 | 6.6                 | 7.0                   | 7.6          | 6.5         | 7.29                     | 5.35      | 6.38            |
| Conductivity us/cm             | 30-350     | 154                                 | 268                 | 304                   | 319          | 253         | 297                      | 163       | 168             |
| TDS                            | -          | 180                                 | 215                 | 238                   | 254          | 204         | 214                      | 129       | 130             |
| Total Suspended Solids         | -          | <1                                  | 10                  | 2                     | 5            | 2           | 105                      | <1        | <1              |
| Total Alkalinity               | -          | <2                                  | 46                  | 58                    | 61           | 23          | 64                       | 7         | 7               |
| Total Nitrogen                 | 0.48       | 0.99                                | 5.7                 | 5.8                   | 5.6          | 2.5         | 5.4                      | 0.52      | 0.48            |
| Ammonia                        | 0.020      | 0.030                               | 4.57                | 4.44                  | 3.9          | 0.482       | 4.15                     | 0.011     | 0.012           |
| Nitrate                        | 0.7        | <0.002                              | 0.073               | 0.358                 | 0.494        | 1.13        | 0.204                    | 0.290     | 0.251           |
| Nitrite                        | -          | 0.013                               | 0.011               | 0.016                 | 0.022        | 0.015       | 0.083                    | <0.002    | <0.002          |
| Nitrate & Nitrite (oxidised N) | -          | 0.006                               | 0.084               | 0.373                 | 0.516        | 1.14        | 0.287                    | 0.291     | 0.252           |
| Total phosphorus               | 0.013      | 0.013                               | 0.024               | 0.021                 | 0.024        | 0.015       | 0.087                    | 0.008     | 0.009           |
| TOC                            | -          | -                                   | -                   | -                     | -            | -           | -                        | -         | -               |
| COD                            | -          | 160                                 | 140                 | 150                   | 140          | 90          | 50                       | <50       | <50             |
| BOD                            | -          | <5                                  | <5                  | <5                    | <5           | <5          | 18                       | <5        | <5              |
| Iron (Fe) Dissolved            | -          | 1940                                | 4140                | 3990                  | 4210         | 1540        | 80                       | 294       | 274             |
| Aluminium (Al) Dissolved       | 0.055      | 1090                                | 828                 | 803                   | 737          | 435         | 27                       | 76        | 71              |
| Copper (Cu) Dissolved          | 0.0014     | 1                                   | 1                   | 2                     | 1            | 24          | 22                       | 2         | 2               |

## Solid Waste Management

|                          |            | FORMER PENGUIN REFUSE DISPOSAL SITE |                     |                       |              |             | RESOURCE RECOVERY CENTRE |           |                 |
|--------------------------|------------|-------------------------------------|---------------------|-----------------------|--------------|-------------|--------------------------|-----------|-----------------|
| PARAMETER                | * STANDARD | Surface Water                       |                     |                       |              |             |                          |           |                 |
|                          |            | Stream above Landfill               | 900mm Leachate Pipe | Stream below Landfill | Organic Farm | Golf Course | Leachate Pond Sw1        | Creek SW2 | Down Stream SW3 |
| Zinc (Zn) Dissolved      | 8          | 13                                  | 10                  | 43                    | 32           | 43          | 46                       | 17        | 19              |
| Chromium (Cr) Dissolved  | 0.001      | 2                                   | 2                   | 2                     | 3            | 2           | <1                       | <1        | <1              |
| Mercury (Mg) Dissolved   | -          | <0.40                               | <0.40               | <0.40                 | <0.40        | <0.40       | 5.07                     | 4.48      | 4.37            |
| Cobalt (Co) Dissolved    | -          | <1                                  | <1                  | <1                    | <1           | <1          | 4                        | <1        | <1              |
| Manganese (Mn) Dissolved | -          | 56                                  | 116                 | 119                   | 128          | 30          | 324                      | 52        | 50              |
| Nickel (Ni) Dissolved    | 0.011      | <10                                 | <10                 | <10                   | <10          | <10         | 13                       | <10       | <10             |
| Lead (Pb) Dissolved      | 3.4        | 160                                 | 67                  | 69                    | 49           | 12          | <7                       | <7        | <7              |
| Cadmium (Cd) Dissolved   | 0.0002     | <1                                  | <1                  | <1                    | <1           | <1          | <1                       | <1        | <1              |
| Arsenic (As) Dissolved   | -          | <10                                 | <10                 | <10                   | <10          | <10         | <10                      | <10       | <10             |
| Sodium (Na)              | -          | 18.9                                | 23.7                | 25                    | 26.7         | 25.3        | 14.5                     | 18.8      | 18.4            |
| Potassium (K)            | -          | 1.09                                | 7.89                | 9.78                  | 11.1         | 9.65        | 15.2                     | 1.95      | 1.65            |
| Calcium (Ca)             | -          | 1.18                                | 10.9                | 15.1                  | 17.6         | 9.79        | 26.9                     | 5.29      | 5.15            |
| Magnesium (Mg)           | -          | 2.57                                | 4.48                | 5.32                  | 6.26         | 4.51        | 5.07                     | 4.48      | 4.37            |
| Enterococci              | -          | <10                                 | 31                  | <10                   | 41           | 31          | 453                      | 31        | 10              |
| Thermotolerant Coliforms | -          | 20                                  | 84                  | 40                    | 60           | 64          | 6400                     | 20        | 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 periodically by the Council.

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 –

Thirty nine wastewater management systems were approved in 2008/2009. These systems have all been assessed to ensure they remain sustainable into the future and do not adversely impact on the environment.

#### Dairy sheds –

The Council has investigated a number of complaints concerning dairy effluent throughout the year & have worked with operators to make improvements to the waste management systems in accordance with the dairy effluent code of practice.

#### 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 three sewage spills during 2008/2009.

## 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  | 6388          | 5771        | -               | -               |
| Town Flow kL/24 hr   | 3677          | 3907        | 3625<br>kL/week | 4362<br>kL/week |
| Biochemical Oxygen Demand (mg/L) Ulverstone Treatment Plant discharge only (* Standard = 40)         | 4             | 6           | -               | -               |
| Biochemical Oxygen Demand (mg/L) Ulverstone Treatment Plant and Simplot discharges (* Standard = 40) | 960           | 771         | 5               | 10              |
| NFR (mg/L) Ulverstone Treatment Plant discharge only (*Standard = 60)                                | 4             | 6           | -               | -               |
| NFR (mg/L) Ulverstone Treatment Plant and Simplot discharges (*Standard = 60)                        | 280           | 256         | 16              | 39              |
| Presumptive Coliform Count/100mL   | -             | -           | 160             | 399             |
| Presumptive E. Coli/100mL  | -             | -           | 160             | 314             |
| Faecal Streptococci/100mL  | -             | -           | 30              | 86              |
| Enterococci/100mL  |               |             | 100             | 218             |
| - Picnic Point Beach   | <10           | 42          |                 |                 |
| - West Beach   | <10           | 19          |                 |                 |
| - Main Beach   | <10           | 18          |                 |                 |
| Thermotolerant Coliforms/100mL   | -             | -           | 100             | 258             |

\* 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 2008/2009 financial year there were 37 Place of Assembly premises registered within the municipal area.

During this period there were twenty six temporary Place of Assembly licenses 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:

Level 1 Activities (under EMPCA) and other activities, which have the potential to impact on the environment, are assessed and approved through the Council's Development Application process. Once in operation these activities are regulated 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 incidents* – fourteen incidents were received, investigated and documented. These included smoke complaints, water pollution, dairy effluent, 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 2008/2009 Operational Plan (Estimates) shows estimated and actual expenditure for the 2008/2009 financial year, as well as estimated expenditure for 2009/2010.

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 field equipment.

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

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

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

\* \* \*    END    \* \* \*

Michael Stretton  
DIRECTOR DEVELOPMENT AND REGULATORY SERVICES