

Notice of Ordinary Council Meeting and

Agenda

15 JULY 2019

To all Councillors

NOTICE OF MEETING

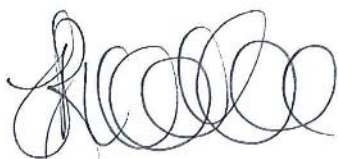
In accordance with the *Local Government (Meeting Procedures) Regulations 2015*, notice is given of the next ordinary meeting of the Central Coast Council which will be held in the Council Chamber at the Administration Centre, 19 King Edward Street, Ulverstone on Monday, 15 July 2019. The meeting will commence at 6.00pm.

An agenda and associated reports and documents are appended hereto.

A notice of meeting was published in The Advocate newspaper, a daily newspaper circulating in the municipal area, on 5 January 2019.

Dated at Ulverstone this 10th day of July 2019.

This notice of meeting and the agenda is given pursuant to delegation for and on behalf of the General Manager.



Lou Brooke
EXECUTIVE SERVICES OFFICER

QUALIFIED PERSON'S ADVICE

The *Local Government Act 1993* (the Act), Section 65 provides as follows:

- "(1) A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.
- (2) A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless –
 - (a) the general manager certifies, in writing –
 - (i) that such advice was obtained; and
 - (ii) that the general manager took the advice into account in providing general advice to the council or council committee; and
 - (b) a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager's certificate."

In accordance with Section 65 of the Act, I certify:

- (i) that the reports within this agenda contain advice, information and recommendations given by persons who have the qualifications and experience necessary to give such advice, information or recommendation;
- (ii) where any advice is directly given by a person who did not have the required qualifications or experience that person has obtained and taken into account another person's general advice who is appropriately qualified or experienced; and
- (iii) that copies of advice received from an appropriately qualified or experienced professional have been provided to the Council.



Sandra Ayton
GENERAL MANAGER

AGENDA

COUNCILLORS ATTENDANCE

COUNCILLORS APOLOGIES

EMPLOYEES ATTENDANCE

GUEST(S) OF THE COUNCIL

MEDIA ATTENDANCE

PUBLIC ATTENDANCE

OPENING PRAYER

May the words of our lips and the meditations of our hearts be always acceptable in Thy sight, O Lord.

BUSINESS

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1 CONFIRMATION OF MINUTES OF THE COUNCIL

1.1 Confirmation of minutes

The Executive Services Officer reports as follows:

“The minutes of the previous ordinary meeting of the Council held on 17 June 2019 have already been circulated. The minutes are required to be confirmed for their accuracy.

The *Local Government (Meeting Procedures) Regulations 2015* provide that in confirming the minutes of a meeting, debate is allowed only in respect of the accuracy of the minutes.

A suggested resolution is submitted for consideration.”

- “That the minutes of the previous ordinary meeting of the Council held on 17 June 2019 be confirmed.”
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2 COUNCIL WORKSHOPS

2.1 Council workshops

The Executive Services Officer reports as follows:

“The following council workshops have been held since the last ordinary meeting of the Council.

- . 24.06.2019 – Disability Access Strategy; Strategic Plan 2014–2024 review
- . 01.07.2019 – Ulverstone Wharf Precinct, LGAT conference agenda
- . 08.07.2019 – TasWater North–West Water Strategy; Outdoor Dining Policy.

This information is provided for the purpose of record only. A suggested resolution is submitted for consideration.”

- “That the Officer’s report be received.”

3 MAYOR'S COMMUNICATIONS

3.1 Mayor's communications

The Mayor to report:

3.2 Mayor's diary

The Mayor reports as follows:

"I have attended the following events and functions on behalf of the Council:

- . Central Coast Youth Engaged Committee/Beacon Foundation: Collective ed. Ulverstone – Central Coast Youth Voice Workshop – welcomed participants and provided mentoring
- . Council–community morning tea – South Nietta, Nietta, Sprent, Castra, Upper Castra, Spalford and Abbotsham districts
- . TasWater/Tasmanian Water and Sewerage Corporations – Board Selection Committee meeting (via phone)
- . Switch Tasmania – Board meeting
- . Apex Club of Ulverstone – changeover dinner
- . Ulverstone Little Free Pantry – performed official opening
- . Ulverstone Ladies Probus Club – birthday luncheon
- . Connecting Care Project (a GP–led Health Initiative for Ulverstone) – Community Reference Group meeting
- . Local Government Association of Tasmania – General Meeting (Hobart)
- . Local Government Association of Tasmania – Annual General Meeting (Hobart)
- . Local Government Association of Tasmania – Annual Conference (Hobart)
- . Central Coast Chamber of Commerce and Industry – Annual General Meeting

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- . North Western Fisheries Association – Annual General Meeting
 - . Ulverstone Rowing Club – annual dinner
 - . Radio community reports.”

The Deputy Mayor reports as follows:

“I have attended the following events and functions on behalf of the Council:

- . Ulverstone Municipal Band – Annual General Meeting
- . Apex Club of Ulverstone – annual dinner.”

Cr van Rooyen reports as follows:

“I have attended the following events and functions on behalf of the Council:

- . Ulverstone Fire Brigade – annual dinner.”

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

- “That the Mayor’s, Deputy Mayor’s and Cr van Rooyen’s reports be received.”

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3.3 Declarations of interest

The Mayor reports as follows:

“Councillors are requested to indicate whether they have, or are likely to have, a pecuniary (or conflict of) interest in any item on the agenda.”

The Executive Services Officer reports as follows:

“The *Local Government Act 1993* provides that a councillor must not participate at any meeting of a council in any discussion, nor vote on any matter, in respect of which the councillor has an interest or is aware or ought to be aware that a close associate has an interest.

Councillors are invited at this time to declare any interest they have on matters to be discussed at this meeting. If a declaration is impractical at this time, it is to be noted that a councillor must declare any interest in a matter before any discussion on that matter commences.

All interests declared will be recorded in the minutes at the commencement of the matter to which they relate.”

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4 COUNCILLOR REPORTS

4.1 Councillor reports

The Executive Services Officer reports as follows:

“Councillors who have been appointed by the Council to community and other organisations are invited at this time to report on actions or provide information arising out of meetings of those organisations.

Any matters for decision by the Council which might arise out of these reports should be placed on a subsequent agenda and made the subject of a considered resolution.”

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5 APPLICATIONS FOR LEAVE OF ABSENCE

5.1 Leave of absence

The Executive Services Officer reports as follows:

“The *Local Government Act 1993* provides that the office of a councillor becomes vacant if the councillor is absent without leave from three consecutive ordinary meetings of the council.

The Act also provides that applications by councillors for leave of absence may be discussed in a meeting or part of a meeting that is closed to the public.

There are no applications for consideration at this meeting.”

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6 DEPUTATIONS

6.1 Deputations

The Executive Services Officer reports as follows:

“No requests for deputations to address the meeting or to make statements or deliver reports have been made.”

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7 PETITIONS

7.1 Petitions

The Executive Services Officer reports as follows:

“No petitions under the provisions of the *Local Government Act 1993* have been presented.”

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8 COUNCILLORS' QUESTIONS

8.1 Councillors' questions without notice

The Executive Services Officer reports as follows:

"The *Local Government (Meeting Procedures) Regulations 2015* provide as follows:

- '29 (1) A councillor at a meeting may ask a question without notice –
- (a) of the chairperson; or
 - (b) through the chairperson, of –
 - (i) another councillor; or
 - (ii) the general manager.
- (2) In putting a question without notice at a meeting, a councillor must not –
- (a) offer an argument or opinion; or
 - (b) draw any inferences or make any imputations –
- except so far as may be necessary to explain the question.
- (3) The chairperson of a meeting must not permit any debate of a question without notice or its answer.
- (4) The chairperson, councillor or general manager who is asked a question without notice at a meeting may decline to answer the question.
- (5) The chairperson of a meeting may refuse to accept a question without notice if it does not relate to the activities of the council.
- (6) Questions without notice, and any answers to those questions, are not required to be recorded in the minutes of the meeting.
- (7) The chairperson may require a councillor to put a question without notice in writing.'

If a question gives rise to a proposed matter for discussion and that matter is not listed on the agenda, Councillors are reminded of the following requirements of the Regulations:

- '8 (5) Subject to subregulation (6), a matter may only be discussed at a meeting if it is specifically listed on the agenda of that meeting.
- (6) A council by absolute majority at an ordinary council meeting, ..., may decide to deal with a matter that is not on the agenda if –
 - (a) the general manager has reported the reason it was not possible to include the matter on the agenda; and
 - (b) the general manager has reported that the matter is urgent; and
 - (c) in a case where the matter requires the advice of a qualified person, the general manager has certified under section 65 of the Act that the advice has been obtained and taken into account in providing general advice to the council.'

Councillors who have questions without notice are requested at this time to give an indication of what their questions are about so that the questions can be allocated to their appropriate Departmental Business section of the agenda."

<i>Councillor</i>	<i>Question</i>	<i>Department</i>
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8.2 Councillors' questions on notice

The Executive Services Officer reports as follows:

"The *Local Government (Meeting Procedures) Regulations 2015* provide as follows:

'30 (1) A councillor, at least 7 days before an ordinary council meeting or a council committee meeting, may give written notice to the general manager of a question in respect of which the councillor seeks an answer at that meeting.

(2) An answer to a question on notice must be in writing.'

It is to be noted that any question on notice and the written answer to the question will be recorded in the minutes of the meeting as provided by the Regulations.

Any questions on notice are to be allocated to their appropriate Departmental Business section of the agenda.

No questions on notice have been received."

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9 PUBLIC QUESTION TIME

9.1 Public question time

The Mayor reports as follows:

"At 6.40pm or as soon as practicable thereafter, a period of not more than 30 minutes is to be set aside for public question time during which any member of the public may ask questions relating to the activities of the Council.

Public question time will be conducted as provided by the *Local Government (Meeting Procedures) Regulations 2015* and the supporting procedures adopted by the Council on 19 May 2014 (Minute No. 133/2014)."

9.2 Public questions taken on notice

The Executive Services Officer reports as follows:

“At the 17 June 2019 Ordinary Council Meeting, **Mr Garth Johnston** asked the following questions without notice, which was responded to by the Mayor who advised that matter would be investigated, and a response provided.

Question 1:

“In relation to food trucks that are now setting up for business, generally on a Friday and Saturday evening just as you turn on to Johnsons Beach Road. Wondering what the story is there, given the close proximity to the Penguin Gallery and also some near misses I have seen with vehicles turning in there and the way that the intersection changes. I am not saying that they don’t have appropriate licenses, but it’s just a concern given that Penguin is not a big place business wise?”

Response:

Council Officers have investigated your concerns and advise the following:

- 1 The Council has application forms and licenses for three (3) food vans, one recently issued and two expired 30 June 2019;
- 2 The licenses issued specify business activity at Johnsons Beach and/or the skate park;
- 3 The Council has not received an application nor issued a license for the site you have enquired about; and
- 4 The Council’s Mobile Food Business Roadside Vending Policy dictates, among other parameters that the operation of food vans should be at least 150m away from other food businesses, and further, that there be no obstruction to roads.

Council Inspectors will monitor the matter you have described and take appropriate enforcement action as required.

10 DEPARTMENTAL BUSINESS

GENERAL MANAGEMENT

10.1 Central Coast Council Strategic Plan 2014–2024 Review (106/2014 – 23.04.2014)

The General Manager reports as follows:

PURPOSE

The purpose of this report is to seek the Council's endorsement of the Central Coast Council Strategic Plan 2014–2024 following its review.

BACKGROUND

Under Section 70E of the *Local Government Act 1993*, the Council is to review its Strategic Plan, at least every four years. The Council is to then provide a statement to the Director of Local Government when the Council adopts the reviewed Plan.

DISCUSSION

The *Local Government Act 1993* is silent on the process of the review, but extensive consultation was undertaken with the community in relation to the review.

The updated Strategic Plan 2014–2024 – Reviewed 2019 is appended as Annexure 1.

The Strategic Directions within the current Plan have remained unchanged with some changes to the Key Strategies and Actions identified in Annexure 2. These changes are highlighted in red (the additions) and in yellow (the deletions).

The outputs from the community meetings have been placed on the Council's website and can be found under the following tab Council > Publications > Publications List.

It was pleasing to note that there were only minor changes to the Strategic Plan which shows that the Community is happy with the direction of the Strategic Plan 2014–2024.

CONSULTATION

Extensive community consultation was undertaken through a number of mechanisms. There were four workshop evenings in Penguin, Ulverstone, Turners Beach and Forth as well as feedback mechanisms on the Council's website. There was a good response from both the evening workshops and the website.

RESOURCE, FINANCIAL AND RISK IMPACTS

The review had no financial impacts on the Council other than the time of Councillors, the General Manager and Directors during the review, at the community meetings and Councillor Workshops.

CORPORATE COMPLIANCE

The Central Coast Strategic Plan 2014–2024 includes the following strategies and key actions:

The Shape of the Place

- Improve the value and use of open space
- Conserve the physical environment in a way that ensures we have a healthy and attractive community
- Encourage a creative approach to new development.

A Connected Central Coast

- Provide for a diverse range of movement patterns
- Connect the people with services
- Improve community well-being.

Community Capacity and Creativity

- Community capacity-building
- Facilitate entrepreneurship in the business community
- Cultivate a culture of creativity in the community.

The Environment and Sustainable Infrastructure

- Invest in and leverage opportunities from our natural environment
- Contribute to a safe and healthy environment
- Develop and manage sustainable built infrastructure
- Contribute to the preservation of the natural environment.

Council Sustainability and Governance

- Improve corporate governance
- Improve service provision
- Improve the Council's financial capacity to sustainably meet community expectations
- Effective communication and engagement
- Strengthen local–regional connections.

CONCLUSION

It is recommended that the Council endorse the Strategic Plan 2014–2024 which was reviewed in 2019.

The Executive Services Officer reports as follows:

“A copy of the Central Coast Council Strategic Plan 2014–2024 (Reviewed 2019) and identified Key Strategies and Actions, having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Council endorse the Strategic Plan 2014–2024 (Reviewed 2019), a copy being appended to and forming part of the minutes.”
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10.2 Performance Report – 2018–2019 Annual Plan to 30 June 2019 (109/2019 – 15.04.2019)

The General Manager reports as follows:

“PURPOSE

The purpose of this report is to present the Council’s Performance Report on the 2018–2019 Annual Plan.

BACKGROUND

The Council’s 2018–2019 Annual Plan and Budget Estimates were adopted by the Council at its Ordinary meeting on Monday, 25 June 2018 in accordance with the requirements of the *Local Government Act 1993*.

DISCUSSION

The Performance Report to Council provides an update on the progress of strategic actions included in the Council’s 2018–2019 Annual Plan. Strategies and Actions are listed in Departmental order and provide information on the Department responsible for the action, each action’s status, including progress comments, and the estimated percentage completed against the action’s targets for the financial year. The final

copy of the Performance Report to Council – 2018–2019 Annual Plan to 30 June 2019 is appended.

Some of the Annual Plan's major achievements over the year included:

- . The adoption of the Audio Recording of Council Meetings Policy for improved corporate governance;
- . Progression of the Council's Climate Change Action Plan;
- . Adoption of the Food Organics and Garden Organics (FOGO) Collection Service;
- . Progression of the Ulverstone Cultural Precinct to design stage;
- . Introduction of the Animal Control By-law;
- . Creation of the Ulverstone smoke-free precinct;
- . Continued success of the Dementia-Friendly Framework;
- . Progression of the transition to the Statewide Planning Scheme;
- . The Penguin Foreshore remediation project;
- . Penguin 7-Day Makeover; and
- . Completion of the Strategic Plan 2014–2024 review.

CONSULTATION

Consultation is not required on this report.

RESOURCE, FINANCIAL AND RISK IMPACTS

Other than staff time there is no impact on Council resources.

CORPORATE COMPLIANCE

The Central Coast Strategic Plan 2014–2024 includes the following strategies and key actions:

Council Sustainability and Governance

- . Improve corporate governance
- . Improve service provision
- . Effective communication and engagement
- . Strengthen local-regional connections.

CONCLUSION

It is recommended that the Council receive the Quarterly Performance Report on the 2018–2019 Annual Plan as at 30 June 2019.”

The Executive Services Officer reports as follows:

“A copy of the Performance Report to Council – 2018–2019 Annual Plan to 30 June 2019 having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That Council receive the Performance Report to Council – 2018–2019 Annual Plan to 30 June 2019.”
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10.3 Local Government Association of Tasmania – Election of President and General Management Committee Member – North West and West Coast District (156A/2019 – 20.05.2019)

The General Manager reports as follows:

“PURPOSE

The purpose of this report is to provide the Council with the election results from the recent Local Government of Tasmania (LGAT) election of President and the General Management Committee Member – North West and West Coast District (less than 20,000).

BACKGROUND

Nominations were called for the election of President of LGAT and the General Management Committee Member – North West and West Coast District (less than 20,000). During Closed Council session on 20 May 2019, the Council authorised the Mayor to complete the ballot in the order of candidate preference. The ballot was subsequently completed and returned prior to the allocated closing date of 19 June 2019.

DISCUSSION

On 20 June 2019, Dr Katrena Stephenson, CEO LGAT issued a Media Release advising that the election of President and the General Management Committee (GMC) of LGAT had concluded for 2019. The members elected now hold their respective positions until July 2021.

Dr Stephenson's Media Release is reproduced below:

'President:

Mayor Christina Holmdahl (West Tamar Council)

Committee Members:

North West and West Coast Electoral District (population < 20,000)

Mayor Daryl Quilliam (Circular Head Council)

North West and West Coast Electoral District (population >= 20,000)

Mayor Annette Rockliff (Devonport City Council)

Northern Electoral District (population <20,000)

Mayor Mick Tucker (Break O'Day Council)

Northern Electoral District (population >= 20,000)

As Mayor Holmdahl was the only candidate and she has been elected President, a by-election will be held for this position later in July.

Southern Electoral District (population < 20,000)

Mayor Ben Shaw (Derwent Valley Council)

Southern Electoral District (population >= 20,000)

Ald Brendan Blomeley (City of Clarence)

Under the LGAT Rules, the Lord Mayor of Hobart has a position as of right on the General Management Committee. This position is currently filled by Lord Mayor Anna Reynolds.

The new members of GMC take up their appointment after the LGAT Annual General Meeting and General Meeting on 3 July 2019. The election of Vice President will take place at that time.

LGAT notes, with great appreciation, the contribution of outgoing GMC members: Mayor Tony Bisdee (Southern Midlands); Alderman Heather Chong (City of Clarence); Mayor Jan Bonde (Central Coast) and current President, Mayor Doug Chipman (City

of Clarence). All have provided vital strategic leadership and influence during a range of significant Local Government reform agendas including in relation to TasWater, land use planning and amendments to the Local Government Act.

The new LGAT President, Mayor Holmdahl has played a leading role in Local Government for 10 years, including as councillor, Deputy Mayor, Mayor and member of the LGAT General Management Committee (for three terms). Mayor Holmdahl has extensive experience in the media and as a political lobbyist including 14 years in Canberra.'

Similarly, on 20 June 2019, the Tasmanian Electoral Commissioner, Andrew Hawkey issued the 2019 LGAT election results, advising that the election was conducted in accordance with the Local Government Association of Tasmania Rules. A copy of the electoral districts results is appended to this report.

CONSULTATION

Consultation is not required in respect of this matter.

RESOURCE, FINANCIAL AND RISK IMPACTS

There is no impact on Council resources.

CORPORATE COMPLIANCE

Corporate compliance is not relevant to this matter.

CONCLUSION

It is recommended that the election results of the Local Government of Tasmania election of President and the General Management Committee Member – North West and West Coast District (less than 20,000) for 2019, as issued by the Tasmanian Electoral Commission be received and noted."

The Executive Services Officer reports as follows:

"A copy of the electoral results having been provided to all Councillors, a suggested resolution is submitted for consideration."

- "That, the election results of the Local Government of Tasmania election of President and the General Management Committee Member – North West and West Coast District (less than 20,000) for 2019, as issued by the Tasmanian Electoral Commission be received and noted."

10.4 Minutes and notes of committees of the Council and other organisations

The General Manager reports as follows:

“The following (non-confidential) minutes and notes of committees of the Council and other organisations on which the Council has representation have been received:

- . Local Government Association of Tasmania – meeting held 29 March 2019
- . Central Coast Audit Panel – meeting held 3 June 2019
- . Dulverton Waste Management Board – Strategic Plan 2019–2025 – meeting held 26 June 2019
- . Central Coast Youth Engaged Steering Committee – meeting held 27 June 2019.

Copies of the minutes and notes having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the (non-confidential) minutes and notes of committees of the Council be received.”
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10.5 Correspondence addressed to the Mayor and Councillors

The General Manager reports as follows:

“A Schedule of Correspondence addressed to the Mayor and Councillors for the period 18 June 2019 to 15 July 2019 and which was addressed to the ‘Mayor and Councillors’ is appended. Reporting of this correspondence is required in accordance with Council policy.

Where a matter requires a Council decision based on a professionally developed report the matter will be referred to the Council. Matters other than those requiring a report

will be administered on the same basis as other correspondence received by the Council and managed as part of the day-to-day operations.”

The Executive Services Officer reports as follows:

“A copy of the Schedule having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Schedule of Correspondence addressed to the Mayor and Councillors (a copy being appended to and forming part of the minutes) be received.”

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10.6 Common seal

The General Manager reports as follows:

“A Schedule of Documents for Affixing of the Common Seal for the period 18 June 2019 to 15 July 2019 is submitted for the authority of the Council to be given. Use of the common seal must first be authorised by a resolution of the Council.

The Schedule also includes for information advice of final plans of subdivision sealed in accordance with approved delegation and responsibilities.”

The Executive Services Officer reports as follows:

“A copy of the Schedule having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the common seal (a copy of the Schedule of Documents for Affixing of the Common Seal being appended to and forming part of the minutes) be affixed subject to compliance with all conditions of approval in respect of each document, and that the advice of final plans of subdivision sealed in accordance with approved delegation and responsibilities be received.”

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10.7 Contracts and agreements

The General Manager reports as follows:

“A Schedule of Contracts and Agreements (other than those approved under the common seal) entered into for the period 18 June 2019 to 15 July 2019 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reports as follows:

“A copy of the Schedule having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Schedule of Contracts and Agreements (a copy being appended to and forming part of the minutes) be received.”

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COMMUNITY SERVICES

10.8 Statutory determinations

The Director Community Services reports as follows:

“A Schedule of Statutory Determinations made during the month of June 2019 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reports as follows:

“A copy of the Schedule having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Schedule of Statutory Determinations (a copy being appended to and forming part of the minutes) be received.”

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10.9 Ulverstone Cultural Precinct – Design Approval and Guaranteed Maximum Price Contract Process (19/2019 – 29.01.2019)

The General Manager reports as follows:

“The Community Development Group Leader has prepared the following report:

‘PURPOSE

The purpose of this report is to seek the adoption by the Council of the schematic designs and budget for the Ulverstone Cultural Precinct, and endorsement to use a Guaranteed Maximum Price (GMP) contract for its construction. Copies of the Ulverstone Cultural Precinct Schematic Design are appended to this report.

BACKGROUND

The Council endorsed the Ulverstone Cultural Precinct Master Plan at its meeting on 20 November 2017 (Minute No. 328/2017). Upon notification in

July 2018, where the Council was advised its \$2.5m. application to the Commonwealth Government's Building Better Regions Fund for the project was successful, the process commenced to engage a building designer.

At its meeting on 29 January 2019 (Minute No. 19/2019) the Council appointed Artas Architects to prepare the schematic and detailed designs for the project. Artas has worked closely with the Council and key stakeholder groups since their appointment to develop the schematic designs in accordance with the project's scope.

DISCUSSION

The design of Ulverstone Cultural Precinct has been an iterative process, as during consultation with stakeholders, greater detail became available about how the building will function and the services required. In addition to the new information, due to a combination of budget parameters, legislative changes and requirements under the Building Code of Australia, the design has changed several times with the final design considerably different to the initial concepts.

To implement the Ulverstone Cultural Precinct Master Plan, the Council would traditionally undertake a lump sum contract procurement process. This type of contract sees clients engage a building designer to prepare building designs and documentation in accordance to a prescribed scope of works, and once completed a tender for construction is advertised.

Upon the closure of the tender advertisement period, submissions are assessed using a predetermined weighted multicriteria method to determine the successful contractor.

One of the risks with a lump sum contract is that tender prices can be significantly higher than the available project budget. If this occurs it requires a decision on whether all tenders are rejected, the scope of works is revised to meet the budget available, or the necessary additional funding is obtained from other funding sources.

In more recent times when undertaking major projects, there has been a transition in the construction industry where lump sum contracts are disappearing in favour of Guaranteed Maximum Price (GMP) style contracts. A GMP contract sees an agreement between a client and a builder for a contract price that will not exceed a specified maximum.

Under a GMP contract the builder is engaged via an expression of interest process during the early stages of the detailed design stage to enable them to

influence the design and material specifications. This allows them to have input into decisions that will affect the cost of a project. A GMP contract sees an open book arrangement between the client and builder where all project costs (including profit) are visible to both parties.

GMP contracts involve a transfer of financial risk from the client to the builder, in that if the actual cost of the works is higher than the guaranteed maximum price, then the builder must bear the additional costs. Where there are savings they are shared equally between the client and the builder. This differs from a lump sum contract where all additional costs are the responsibility of the client and any savings are retained by the builder as profit.

It is proposed that the Council use a GMP contract for the construction of the Ulverstone Cultural Precinct.

If supported, the process to engage a builder will occur concurrently with the development application. This will see an expression of interest (EOI) advertised where suitably qualified builders will make submissions outlining their relevant project experience, technical resources, project methodology, project timeframe, financial capacity and value for money (price).

Similar to traditional tender processes, the EOI's will be assessed against a predetermined weighted multicriteria model and the preferred contractor will be recommended to Councillors in a report for endorsement. Upon the appointment of the building contractor, they become part of the design/project team to complete the design details and determine actual costs of various components of the project, all within the original GMP price. The use of a GMP contract meets the Council's obligations under its Code for Tenders and Contracts, and the *Local Government Act 1993*.

Due to the open book nature of a GMP contract and confidentiality issues this brings, it is suggested that consideration be given to all future reports and that documents relating to the GMP contract and EOI process be kept confidential.

CONSULTATION

In developing the schematic designs, the Council was supported by communications consultants Engagement Plus to engage with stakeholders and consult with the broader Central Coast community.

The engagement process included six meetings of the stakeholder group and a three-week public consultation period where community forums, pop-up

information stalls, print and online media were used to engage with the community on the draft schematic designs.

Feedback gained through this process suggested a high degree of support for the project and what it can deliver for the Central Coast community. There were some concerns raised regarding the operational aspects of the facility once built, however these can be overcome by implementing detailed operational and strategic plans for the various elements within the facility.

The outcome of this feedback and consultation has been incorporated into the schematic designs.

RESOURCE, FINANCIAL AND RISK IMPACTS

It will cost \$7.5m. (excl. GST) to fully implement the Ulverstone Cultural Precinct Master Plan. The Council has committed \$2.5m. towards the project, with the Commonwealth Government and Tasmanian Government also making equal \$2.5m. contributions.

With all major construction projects that take multiple years to plan, design and build there is always budget pressures. The Project Team has worked closely with Artas Architects to identify all project costs and to contain them within the \$7.5m. budget without compromising the desired cultural outcomes for the Central Coast community.

The use of a GMP contract will assist in reducing the financial risks associated with the construction of the facility.

CORPORATE COMPLIANCE

The Central Coast Strategic Plan 2014–2024 includes the following strategies and key actions:

A Connected Central Coast

- Improve community wellbeing.

Community Capacity and Creativity

- Cultivate a culture of creativity in the community.

The Shape of the Place

- Improve the value and use of open space.

The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure.

Council Sustainability and Governance

- Improve service provision
- Improve the Council's financial capacity to sustainably meet community expectations.

CONCLUSION

It is recommended that the Council:

- 1 Endorse the schematic designs and budget for the Ulverstone Cultural Precinct and approve the submission of the development application;
- 2 Endorse a Guaranteed Maximum Price contract process for the construction of the Ulverstone Cultural Precinct; and
- 3 Keep all future reports and documents relating to the appointment of the building contractor confidential, due to privacy and an obligation of confidence.'

The Community Development Group Leader's report is supported."

The Executive Services Officer reports as follows:

"Copies of the Ulverstone Cultural Precinct schematic designs having been provided to all Councillors, a suggested resolution is submitted for consideration."

■ "That the Council:

- 1 Endorse the schematic designs and budget for the Ulverstone Cultural Precinct (a copy being appended to and forming part of the minutes) and approve the submission of the Development Application;
- 2 Endorse a Guaranteed Maximum Price contract process for the construction of the Ulverstone Cultural Precinct; and
- 3 Keep all future reports and documents relating to the appointment of the building contractor confidential, due to privacy and an obligation of confidence."

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NOTES

INFRASTRUCTURE SERVICES

10.10 Vegetation Management Policy (144/2014 – 19.05.2014)

The Director Infrastructure Services reports as follows:

“The Assets & Facilities Group Leader has prepared the following report:

‘PURPOSE

The purpose of this report is to consider the adoption by the Council of the revised Vegetation Management Policy (the Policy).

BACKGROUND

The Council, at its meeting of 19 May 2014 (Minute No. 144/2014) adopted the Policy.

This Policy required a cyclic revision to be undertaken to reflect any changes in practices, legislation etc.

DISCUSSION

The purpose of this Policy is to set out guidelines for the management, maintenance and preservation of vegetation on all Council owned and/or managed land and is to support the Council’s vision and strategic objectives to ensure a high standard of vegetation management is achieved and to also provide a consistent and sustainable approach to the management of all vegetation within Central Coast (a copy of the Policy is appended).

It places a high importance on protecting and enhancing existing vegetation, identifying opportunities for new vegetation/landscaping and ensuring community safety through risk management practices.

This Policy applies to all vegetation on Council owned and/or managed land.

Vegetation is a term used to encompass the following areas, but is not limited to:

- Rural and urban trees, park and street trees, roadside vegetation, natural areas such as foreshore, inland and riparian reserves, perennial and annual gardens, grass and weed species.

CONSULTATION

Consultation in relation to this Policy has been undertaken within the Infrastructure Services Department and discussed with Councillors at a Councillor Workshop held 25 March 2019.

RESOURCE, FINANCIAL AND RISK IMPACTS

There will be costs associated with the application of this Policy, however this can be accommodated within the existing budgets. If major capital works are identified they will be proposed within the Estimates for that year.

Risks associated with not implementing this Policy are an ad hoc approach to the management of vegetation in the Central Coast municipal area.

CORPORATE COMPLIANCE

The Central Coast Strategic Plan 2014–2024 includes the following strategies and key actions:

The Shape of the Place

- Improve the value and use of open space.

The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure.

CONCLUSION

It is recommended that the revised Vegetation Management Policy dated July 2019 be adopted.’

The Assets & Facilities Group Leader’s report is supported.”

The Executive Services Officer reports as follows:

“A copy of the Vegetation Management Policy dated July 2019 having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the revised Vegetation Management Policy dated July 2019 (a copy being appended to and forming part of the minutes) be adopted.”

10.11 Public Toilet Policy (327/2013 – 21.10.2013)

The Director Infrastructure Services reports as follows:

“The Assets & Facilities Group Leader has prepared the following report:

‘PURPOSE

The purpose of this report is to consider the adoption by the Council of the revised Public Toilet Policy (the Policy).

BACKGROUND

The Council, at its meeting of 21 October 2013 (Minute No. 327/2013) adopted the Policy.

This Policy required a cyclic revision to be undertaken to reflect any changes in practices, legislation etc.

DISCUSSION

The purpose is to state the Council’s aims and methodology to the community and to provide an administrative framework for Council officers to implement in relation to Public Toilets (a copy of the Policy is appended).

- . Provide quality, accessible and appropriately located public toilet facilities to meet community needs.
- . Provide a framework to manage public toilet assets throughout the Central Coast municipal area.
- . Provide a framework to assess the need for new toilets, whether they be renewed or refurbished, or be removed and not replaced.
- . Promote the siting and design of public toilets in accordance with Crime Prevention Through Environmental Design (CPTED) principles.

This Policy underwent a cyclic revision and reflects only minor administrative changes, such as practices and/or legislation.

CONSULTATION

Consultation in relation to this Policy has been undertaken within the Infrastructure Services Department and with the Senior Leadership Team.

RESOURCE, FINANCIAL AND RISK IMPACTS

There will be costs associated with the fabrication and erection of the signage, however, this can be accommodated within the existing Public Amenities budget.

A continuous review of the Council public toilet assets is undertaken, and any capital works required will be proposed in the Estimates for that particular year.

Risks associated with not implementing this Policy are an ad hoc approach to the design and provision of public toilets in Central Coast.

CORPORATE COMPLIANCE

The Central Coast Strategic Plan 2014–2024 includes the following strategies and key actions:

The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure.

CONCLUSION

It is recommended that the Public Toilet Policy dated July 2019 be adopted.'

The Assets & Facilities Group Leader's report is supported."

The Executive Services Officer reports as follows:

"A copy of the revised Public Toilet Policy dated July 2019 having been circulated to all Councillors, a suggested resolution is submitted for consideration."

- "That the revised Public Toilet Policy dated July 2019 (a copy being appended to and forming part of the minutes) be adopted."

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10.12 Road Underpass Policy (361/2012 – 17.12.2012)

The Director Infrastructure Services reports as follows:

"PURPOSE

The purpose of this report is to consider the adoption by the Council of the revised Road Underpass Policy (the Policy).

BACKGROUND

Approval for construction of stock underpasses for farmers to move cattle between two properties have been requested for many years.

Upon investigating how these requests could be assessed and the structure approved it was found that the Council's current mechanisms for approval, including Development Application, Building Permit or Road Reserve Permit, either did not apply or provided insufficient detail on the Council requirements and expectations. This type of structure in a road reserve is exempt from the Planning Scheme and does not require building approval.

In order to allow and approve construction of such a structure in a Council maintained road reserve, a Policy was created and adopted. The Policy explains the process and requirements of the landowner and delegates approval to the Director Infrastructure Services, similar to conditions imposed on new subdivision works.

The benefits of such structures are not just to the landowner in joining their properties, but also improves safety for the crossing point – for the operator, cattle and travelling public. The safety and liability issues associated with cleaning of the road after the cattle cross are also removed.

Since adoption of this Policy in 2012 underpasses have been constructed in Top Gawler Road, Gawler and Lowana Road, Gunns Plains.

DISCUSSION

The Engineering Group Leader reported in 2012 as follows:

'The issue of cattle crossing on roads has been a long standing one, particularly when related to dairy farms with properties on both sides of the road requiring several crossings per day. Over time Council staff have dealt with many operators with differing levels of cooperation in complying with reasonable standards of safety and maintaining the condition of the road. Some have opted to build side tracks, seal sections where crossing, install warning systems and clean affected sections after use. The Tasmanian Farmers and Graziers Association created guidelines which assisted cooperation and improvements in recent years.

The ultimate solution, however, is to remove the cattle from the road altogether, generally by way of an underpass, and the opportunity for operators to do this is supported.

In order to create a Policy for construction of road underpasses several issues will need to be addressed. These include construction costs, construction standards, ongoing maintenance and long-term ownership. These issues are considered separately below.

Costs –

It is deemed the initial costs for construction should be at the expense of the landowner requesting the underpass. This cost would include any legal fees, permit fees, advertising fees, design and project management fees, structure, temporary bypasses, drainage alterations, service alterations, road reinstatement, safety barriers, fences and other associated ancillary works. As there will also be benefits for the travelling public it is suggested that approval fees are not applied.

Construction Standards –

General conditions could be placed on this type of project in a similar manner as those applied to subdivisions. These would include requirements for design, drawings, supporting documentation, permits and reinstatement. The structure would need to comply with appropriate bridge standards in regard to loadings and structural capacity and be designed for minimum 100-year life. Approval by the Director Engineering Services would be required prior to construction.

Maintenance –

The ongoing operation, cleaning and generally keeping clear would be the responsibility of the operator. Any issues with regard to the structure within the road reserve, for example guardrail, would be the responsibility of the Council.

Ownership –

Following the defects liability period associated with the construction of the underpass, and to clarify ongoing liability, it is recommended the underpass would become an asset of the Council. In this way it can be treated as any other bridge structure and be regularly inspected as part of the Council's bridge inspection program.

A detailed explanation of standards and conditions can be seen in the proposed Policy.'

The Engineering Group Leader's report of 2012 is still supported.

The Policy adopted in 2012 is effectively still relevant and current but requires the following changes:

- . Update date of adoption from 17 December 2012 to 15 July 2019.
- . Update date for review to June 2022.
- . Update Director Engineering Services to Director Infrastructure Services.
- . Update Aurora to TasNetworks.
- . General reformatting.
- . Update Strategic Link to reflect the Council's Strategic Plan 2014–2024.

CONSULTATION

Consultation in relation to this Policy has been undertaken within the Infrastructure Services Department and with the Senior Leadership Team.

RESOURCE, FINANCIAL AND RISK IMPACTS

This item is expected to have little effect on short-term budgets, however, there may be impact on future budgets when the structure reaches the end of its useful life, either in replacing or decommissioning depending on current use or ownership of the properties. Ongoing road maintenance budgets are not expected to be impacted as the Council already maintains the road section. The cost of inspections is minimal and would be added to the current bridge asset management inspection process. This cost is seen to be a reasonable cost given the improved safety for all users of the crossing location.

CORPORATE COMPLIANCE

The Central Coast Strategic Plan 2014–2024 includes the following strategies and key actions:

A Connected Central Coast

- . Provide for a diverse range of movement patterns.

The Environment and Sustainable Infrastructure

- . Contribute to a safe and healthy environment
- . Develop and manage sustainable built infrastructure.

CONCLUSION

It is recommended that the revised Road Underpass Policy dated July 2019 be adopted.”

The Executive Services Officer reports as follows:

“A copy of the revised Road Underpass Policy dated July 2019 having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the revised Road Underpass Policy dated July 2019 be adopted (a copy being appended to and forming part of the minutes).”

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ORGANISATIONAL SERVICES

10.13 Organisational Services

“There are no matters from the Organisational Services Department for decision at this meeting.”

NOTES

11 CLOSURE OF MEETING TO THE PUBLIC

11.1 Meeting closed to the public

The Executive Services Officer reports as follows:

“The *Local Government (Meeting Procedures) Regulations 2015* provide that a meeting of a council is to be open to the public unless the council, by absolute majority, decides to close part of the meeting because one or more of the following matters are being, or are to be, discussed at the meeting.

Moving into a closed meeting is to be by procedural motion. Once a meeting is closed, meeting procedures are not relaxed unless the council so decides.

It is considered desirable that the following matters be discussed in a closed meeting:

Matter	<i>Local Government (Meeting Procedures) Regulations 2015</i> reference
Confirmation of Closed Session Minutes	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
Minutes and notes of other organisations and committees of the Council	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.
<ul style="list-style-type: none">Dulverton Waste Management Audit and Risk Committee – meeting held 26 June 2019Dulverton Waste Management Board – meeting held 26 June 2019.	

A suggested resolution is submitted for consideration.”

- “That the Council close the meeting to the public to consider the following matters, they being matters relating to:

Matter	<i>Local Government (Meeting Procedures) Regulations 2015</i> reference
Confirmation of Closed Session Minutes	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
Minutes and notes of other organisations and committees of the Council . Dulverton Waste Management Audit and Risk Committee–meeting held 26 June 2019 . Dulverton Waste Management Board – meeting held 26 June 2019.	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.”

The Executive Services Officer further reports as follows:

- “1 The *Local Government (Meeting Procedures) Regulations 2015* provide in respect of any matter discussed at a closed meeting that the general manager is to record in the minutes of the open meeting, in a manner that protects confidentiality, the fact that the matter was discussed and a brief description of the matter so discussed, and is not to record in the minutes of the open meeting the details of the outcome unless the council determines otherwise.
- 2 While in a closed meeting, the council is to consider whether any discussions, decisions, reports or documents relating to that closed meeting are to be kept confidential or released to the public, taking into account privacy and confidentiality issues.
- 3 The *Local Government Act 1993* provides that a councillor must not disclose information seen or heard at a meeting or part of a meeting that is closed to the public that is not authorised by the council to be disclosed.

Similarly, an employee of a council must not disclose information acquired as such an employee on the condition that it be kept confidential.

- 4 In the event that additional business is required to be conducted by a council after the matter(s) for which the meeting has been closed to the public have been conducted, the Regulations provide that a council may, by simple majority, re-open a closed meeting to the public.”

Associated Reports And Documents

Central Coast Strategic Plan

2014-2024
(Reviewed 2019)



**CENTRAL COAST
COUNCIL**

Strategic Plan 2014-2024

CONTENTS

- P3 Our distinctiveness takes the lead
- P4 Setting strategy in motion
- P7 Vision
- P7 Values
- P9 Outcomes
- P10 Action where it matters - five key strategic directions
- P10 Strategic direction 1 - The Shape of the Place
- P12 Strategic direction 2 - A Connected Central Coast
- P13 Strategic direction 3 - Community Capacity and Creativity
- P15 Strategic direction 4 - The Environment and Sustainable Infrastructure
- P16 Strategic direction 5 - Council Sustainability and Governance

CENTRAL COAST STRATEGIC PLAN 2014-2024

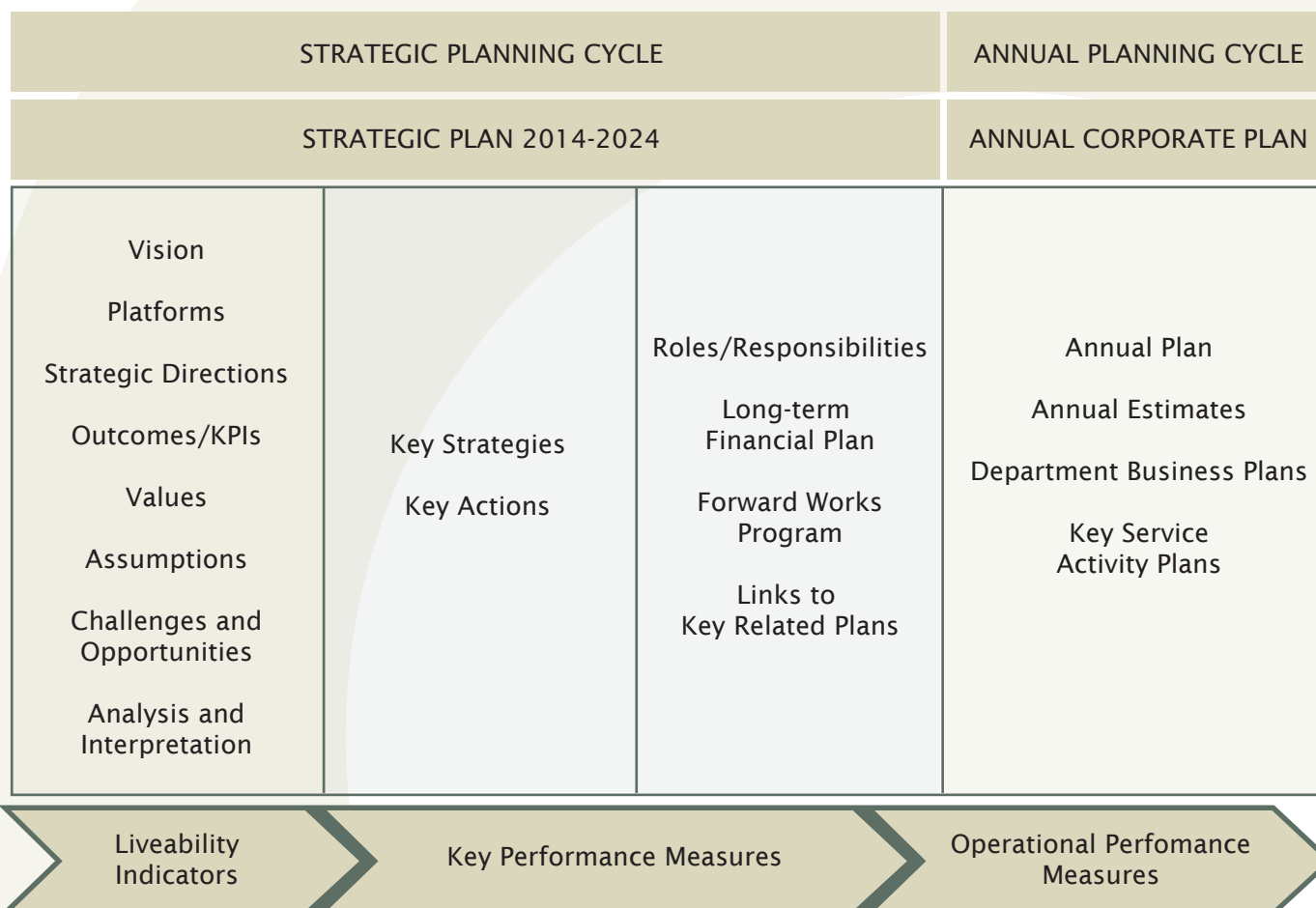
The Central Coast Strategic Plan 2014–2024
builds on the work commenced in 2009.

The Strategic Plan focuses on the distinctiveness of our location, lifestyle and strengths to achieve the aspirations of local communities and to set the direction for the Council in determining how best to target its resources and efforts. It identifies the key strategic directions, strategies and actions that the Council plans to pursue over the coming 10-year period. The Strategic Plan is an integrated document that frames the Council's Annual Corporate Plan:

- **CENTRAL COAST STRATEGIC PLAN 2014-2024** – a 10-year time horizon with overarching strategic direction and priorities. It also provides the context and resources for turning strategy into action; and
- **CENTRAL COAST ANNUAL CORPORATE PLAN** – the Council's detailed annual implementation plan including the Annual Budget Estimates.



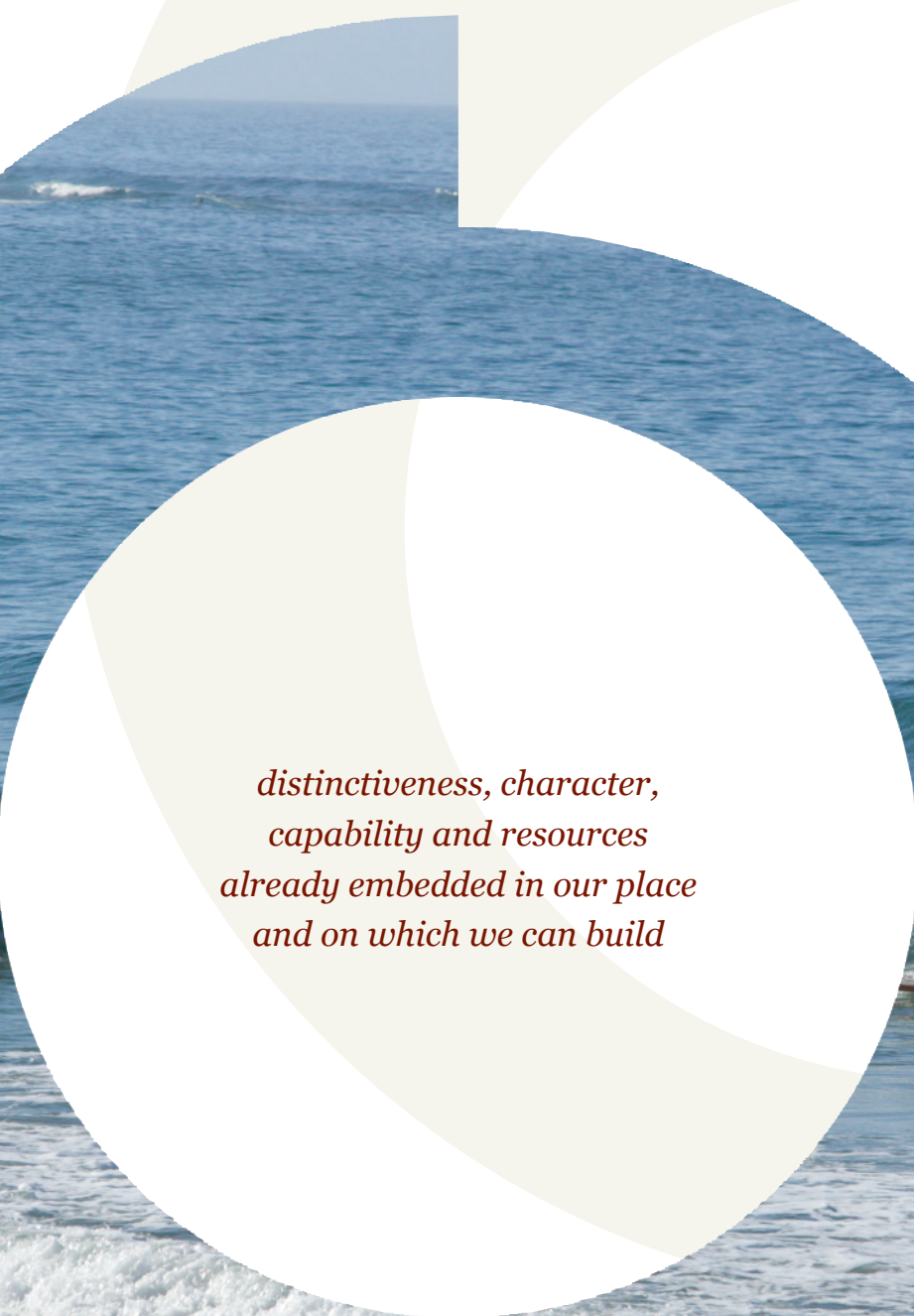
Council's Planning Cycle



PLATFORMS FOR THE FUTURE - LEVERAGING OUR RELATIVE ADVANTAGES

Four platforms have been identified to provide the launching pads for future economic and social development in Central Coast. They seek to leverage the area's key attributes in ways that:

- **REFLECT** key qualities such as the distinctiveness, character, capability and resources already embedded in our place and on which we can build;
- **RESPOND** to community aspirations and tap into opportunities that are increasingly apparent at the regional, national and global scale; and
- **IMPROVE** our ability to deal with shocks, generating new economic opportunities, sustainability and future liveability.



*distinctiveness, character,
capability and resources
already embedded in our place
and on which we can build*

The Platforms include:

LIVEABILITY – encompasses notions such as quality of life, the character of our place, ease of living, the health and well-being of our community who live here, and the sense of security afforded by living and working in a given community.

SUSTAINABILITY – the Council and its community need to have within their control and/or at their disposal the capability and resources to meet the needs of the community now and into the future. This means building into planning and decision-making processes an implicit consideration of the environmental, social and economic sustainability of all development, now and into the future.

INNOVATION – there is an increasing recognition of the importance of the role of innovation and entrepreneurship in social and economic growth. In our community there are people with intelligence, entrepreneurial spirit and ideas who are transforming, or with support, can transform these ideas into reality. This implies:

- Self-growth, community spirit, innovation and entrepreneurship are drivers of growth and prosperity;
- People should be placed front and centre and our focus should be on facilitating personal and collective growth;
- Focusing efforts on supporting and empowering the next generation of innovators and entrepreneurs; and
- A spirit of reciprocity where capable communities organise themselves to help people turn their ideas into reality.

DISTINCTIVENESS – this is about the qualities and combinations of qualities that define an area's identity and what makes a place different from other places.

Central Coast shares many qualities and attributes with the rest of the Cradle Coast Region. Our challenge is to define, cultivate, protect and grow the attributes that matter most to us. This is ultimately what defines the distinctiveness and special character of Central Coast and its community.

A VISION FOR CENTRAL COAST

Central Coast – Living our potential

We are a vibrant, thriving community that continues to draw inspiration and opportunities from its natural beauty, land and people and connected by a powerful sense of belonging.

WHAT THE PEOPLE OF CENTRAL COAST VALUE

Central Coast comprises Ulverstone, Penguin, Turners Beach, Forth, and other towns and localities that each have a distinctive character. The character of these places is largely influenced by the relationship between the coastline, the rivers and ranges and fertile agricultural land to the south. The major towns are distinguished by the dominant landforms within which they sit.

We value:

OUR NATURAL ASSETS

- Coastline, beaches and river foreshore parks;
- Diversity of flora, fauna and natural features;
- Picturesque and productive rural landscape; and
- Temperate year-round climate and significant assets in terms of hours of sunshine, water and soils.

OUR BUILT ASSETS

- CBD precincts;
- Parks, reserves and playgrounds;
- Road network, shared pathways/ cycleways;
- Sporting, health and community related facilities; and
- Place and location – proximity to regional education, ports, airports and health facilities.

OUR SOCIAL AND CULTURAL ASSETS

- Relaxed lifestyle;
- Richness/variety of opportunities;
- Strong sense of community;
- Proud history;
- Community networks/connections and relationships;
- Friendly and inclusive;
- A sense of safety and belonging;
- High levels of community engagement;
- Service, sport and community clubs;
- Community service and volunteering;
- Schools and education;
- Arts and theatre culture;
- Community and cultural events; and
- Stable local government.

OUR HUMAN ASSETS

- Traditional skills (farming and trades);
- Experienced older generations;
- Our young people;
- Leadership and collaboration/ partnerships;
- Creative and insightful;
- Innovative and entrepreneurial spirit;
- Can do attitude; and
- Resilience.

OUTCOMES

- Sustainable population growth;
- Socio-economic well-being;
- Economic prosperity and resilience;
- Resilient and engaged community;
- Healthy community and healthy lifestyle;
- Healthy environment; and
- Sustainable and effective Council.

TURNING THE STRATEGY INTO ACTION

THE STRATEGIC PLAN IS:

- Based on a longer term coherent and consistent strategic direction;
- Achievable, sustainable and relevant to future needs, capabilities and potential of the Council and municipal area;
- Realistic about what the Council can achieve and focused on outcomes it can control or influence. This also implies that the Council may need strategies to adapt/adjust to major impacts that are ultimately beyond the Council/community control or influence;
- Focused on achieving what matters most so that resources are allocated to make the best possible contribution to our sustainable future;
- Focused on longer term goals yet adaptable to address short-term trends, issues and opportunities;
- Dealing with the Council's organisational readiness and sustainability to continue to effectively deliver the Plan;
- Based on the assumption that our community is quite capable of and prepared to take more responsibility for its own growth trajectories and prosperity; and
- Based on the belief that those who are affected by a decision have a right to be involved in the decision-making process. This implies improved community engagement and coordination between government and community led approaches to development.

STRATEGIC DIRECTIONS

Strategic directions identify and leverage key assets and capability already in place and ensure that we focus our energy, resources and action where they matter most.

STRATEGIC DIRECTION 1

The Shape of the Place

When planning for a vibrant and liveable place, it is important to focus on its shape – planning, precincts, open spaces, the physical environment and augmenting these to highlight the distinctiveness of Central Coast.

KEY RELATED PLANS:

- Central Coast Settlement Strategy and related Cradle Coast Regional Land Use Strategy;
- Asset Management Plans and Forward Works Program;
- Long-term Financial Plan;
- Community Plans; and
- Open Space and Recreation Plan.

KEY STRATEGIES AND KEY ACTIONS

1. Improve the value and use of open space:

- Staged implementation of the Dial Sports Complex Master Plan;
- Investigate feasibility for development of an off-road criterion track at River Park;
- Progress the consolidation of equestrian activities to Batten Park;
- Investigate opportunities for the development of a suite of adventure outdoor visitor/leisure experiences in Central Coast and adjacent hinterland;
- Implement opportunities at Leven Canyon as funding becomes available;
- Review the Dial Range Recreation Management Plan in conjunction with land managers;
- Support the staged development of the Dial Range Mountain Bike Park;
- Develop a strategy to leverage the opportunities of our peri-urban area (rural-urban fringe);
- Implement the Central Coast Cycling Strategy;
- Review of areas suitable for motorhome, caravan and campervan overnight parking;
- Implement actions in the Ulverstone, Penguin and Forth Urban Design Guidelines;
- Review of Skate Park facilities; and
- Review upgrade works at Hiscutt Park.

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

- Continue to develop the Central Coast shared pathways network.

3. Encourage a creative approach to new development:

- Identify and promote appropriate land for industrial and commercial use; and
- Identify opportunities for use of former Penguin Recreation Ground.

STRATEGIC DIRECTION 2

A Connected Central Coast

Seeks to enhance connectivity both within Central Coast and the region – how people move from place to place, how accessible places are, and how people connect with each other and with services within Central Coast.

KEY RELATED PLANS:

- Asset Management Plans and Forward Works Program;
- Long-term Financial Plan;
- Community Plans;
- Open Space and Recreation Plan; and
- Social Plan.

KEY STRATEGIES AND KEY ACTIONS

1. Provide for a diverse range of movement patterns:

- Develop a range of promotional activities to encourage greater use of walking routes; and
- Develop a sense of place within our central business districts.

2. Connect the people with services:

- Improve access for the disabled and disengaged in our community to key social and community support services; and
- Devise and implement a range of activities that link institutions and employers to improve employment opportunities.

3. Improve community well-being:

- Develop and implement the Central Coast Social Plan;
- Support and/or develop local, sustainable food initiatives;
- Engage with the community to achieve meaningful positive local ageing outcomes;
- Engage with the community to achieve meaningful local youth outcomes;
- Engage with the community to achieve meaningful local arts and cultural outcomes; and
- Continue to plan for/mitigate potential community risks and maintain business continuity capacity associated with natural disasters and emergencies.

STRATEGIC DIRECTION 3

Community Capacity and Creativity

In conjunction with community, volunteer and business groups, develop capacity and cultivate a culture that values and showcases creativity, encourages community-based solutions, stimulates innovation and supports innovators in order to achieve quality opportunities and outcomes across all sections of the community.

KEY RELATED PLANS:

- Local Economic Development Plan and related State and Regional Economic Development Plans; and
- Social Plan.

KEY STRATEGIES AND KEY ACTIONS

1. Community capacity-building:

- Investigate feasibility of developing youth-specific spaces;
- Support programs and activities that promote innovation and enterprise to young people;
- Develop a pool of mentors and program of activities to support emerging community leaders, innovators and entrepreneurs;
- Support actions that improve education attainment, retention and engagement;
- Provide/facilitate programs that support innovation and enterprise;
- Develop/support programs that improve digital literacy and doing business online; and
- Develop and implement a local volunteering strategy.



2. Facilitate entrepreneurship in the business community:

- Work with local business leaders to increase business development and investment in Central Coast, particularly new/niche opportunities; and
- Investigate provision of free Wi-Fi in the Ulverstone and Penguin central business districts.

3. Cultivate a culture of creativity in the community:

- Review Council venue management plans to improve promotion of venues for major community, sporting and corporate events;
- Develop an interpretation plan to showcase the stories of Central Coast;
- Investigate feasibility of creating a local creative industries and arts hub;
- Conduct a review of the Ulverstone Civic Centre to optimise usage and improve community outcomes;
- Progress the implementation of the Ulverstone History Museum Strategic Plan;
- Review the Central Coast Arts and Culture Strategy;
- Implement the Central Coast Events Strategy;
- Explore train tourism opportunities; and
- Review Ulverstone Wharf Precinct.

STRATEGIC DIRECTION 4

The Environment and Sustainable Infrastructure

Sustaining built infrastructure and the natural environment by encouraging innovation and investment in Central Coast.

KEY RELATED PLANS:

- Central Coast Settlement Strategy and related Cradle Coast Regional Land Use Strategy;
- Asset Management Plans and Forward Works Program;
- Long-term Financial Plan;
- Community Plans; and
- Open Space and Recreation Plan.

KEY STRATEGIES AND KEY ACTIONS

1. Invest in and leverage opportunities from our natural environment:

- Upgrade of Leven River embankments.

2. Contribute to a safe and healthy environment:

- Continue to work with community event organisers to improve safety standards at community events.

3. Develop and manage sustainable built infrastructure:

- Conduct a review of all Council community/operational assets;
- Develop and implement an Ulverstone and Penguin central business district revitalisation strategy;
- Progress the development of a bus interchange on Wongi Lane;
- Improve recreational amenities and play equipment in the Council's key foreshore parks;
- Market test the development of Maskell's land; and
- Proactively seek/optimize grant funding opportunities to invest in assets.

4. Contribute to the preservation of the natural environment:

- Develop a strategy to mitigate the impacts of climate change on the Council's assets;
- Increase diversion of waste from landfill and increase waste stream recycling capacity;
- Investigate and plan for the effects of climate change on our local areas; and
- Work with and support land and river care and other groups to improve environmental outcomes around our waterways and public space.

STRATEGIC DIRECTION 5

Council Sustainability and Governance

A leading Council is well governed and managed and engages effectively with its community.

KEY RELATED PLANS:

- Asset Management Plans and Forward Works Program;
- Long-term Financial Plan;
- Local Economic Development Plan and related State and Regional Economic Development Plans;
- Social Plan; and
- Sustainability Action Plan.

KEY STRATEGIES AND KEY ACTIONS

1. Improve corporate governance:

- Complete and implement the Strategic HR Plan;
- Implement the findings of the cultural and leadership impact surveys;
- Undertake a Compliance Audit;
- Develop an implementation plan to review Council roles and responsibilities; and
- Review Council's Strategic and Operational risks and update registers annually.

2. Improve service provision:

- Continue program of business unit service and process reviews;
- Develop service levels for all services delivered by the Council;
- Investigate/implement processes for the electronic provision of all Council application forms;
- Explore marketing opportunities around our key infrastructure to maximise use;
- Review collateral for new residents and ways to make them feel welcome; and
- Develop an IT Strategy.

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

- Review existing asset investment and performance;
- Identify new opportunities to expand the Council's relatively narrow revenue base;
- Progressively implement site specific master plans through the Long-term Financial Plan and Cradle Coast Regional Land Use Strategy;
- Review the future use of the Penguin Depot site; and
- Review framework for calculation of fees and charges.

4. Effective communication and engagement:

- Work together with service clubs and community groups to sustainably improve local community infrastructure and activities;
- Work collaboratively with Switch and other key organisations to build community capability and improve innovation and enterprise in our community;
- Develop a social media and digital marketing plan;
- Review/update the Coast to Canyon website and Facebook pages;
- Implement the Council's Communication and Engagement Plan, including the development of a community engagement toolkit; and
- Train staff in contemporary community engagement, social media and digital marketing skills/applications.

5. Strengthen local-regional connections:

- Investigate strategic alliance opportunities to improve economies of scale and scope in service delivery and the further development of Central Coast; and
- Joint development of Liveable Region Strategy to address population growth, employment, skills and investment issues, etc.





CENTRAL COAST COUNCIL

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Key Strategies and Actions identified

STRATEGIC DIRECTION 1

The Shape of the Place

When planning for a vibrant and liveable place, it is important to focus on its shape – planning, precincts, open spaces, the physical environment and augmenting these to highlight the distinctiveness of Central Coast.

KEY STRATEGIES AND KEY ACTIONS

1. Improve the value and use of open space:

- . Staged implementation of the Dial Sports Complex Master Plan
 - o Investigate indoor wood chopping arena.
 - o Develop Master Plan for area where woodchopping/men's shed currently use.
- . Refurbish the Merv Wright Memorial Fountain
- . Investigate feasibility for development of an off-road criterion track at River Park
 - o Include plan for the whole area.
- . Progress the consolidation of equestrian activities to Batten Park
- . Investigate opportunities for the development of a suite of adventure outdoor visitor/leisure experiences in Central Coast and adjacent hinterland
- . Implement opportunities at Leven Canyon as funding becomes available
 - o Review walks at the Leven Canyon with WildCare
 - o Explore probable upgrades to the Penguin to Cradle Tail
- . Review the Dial Range Recreation Management Plan in conjunction with land managers
 - o Better road access to Mt Gnomon
 - o Explore interpretive signage at the base of Mt Gnomon
- . Support the staged development of the Dial Range Mountain Bike Park

- . Develop a strategy to leverage the opportunities of our peri-urban area (rural-urban fringe)
- . Review the Central Coast Cycling Strategy
- . Review of areas suitable for motorhome caravan and campervan overnight parking
 - o Promote free camping and facilities within Central Coast
 - o Review RV friendly bins
 - o Review RV's being situated closed to the rear of the Forth Recreation Ground
 - o Review and update the Council's Overnight Rest Areas (i.e. free-Camping for motor vehicles) Policy
 - o Limit RV parking (4hrs)
- . Implement actions in the Ulverstone Penguin and Forth Urban Design Guidelines
- . **Review and/or upgrade works at Hiscutt Park**
 - o Review and upgrade the Hiscutt Park Pond
 - o Move the Hiscutt Park Pond dam wall downstream
- . **Skate Park facilities**
 - o Redevelopment of the Ulverstone Skate Park

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

- . Identify and develop resources to promote energy-efficient urban design and development of community infrastructure
- . Continue to develop the Central Coast shared pathways network
 - o Link shared pathways to other open space and parks
 - o Develop the Penguin to Ulverstone shared pathway
 - o Implement solar lighting along shared pathways
 - o Develop the Forth to Ulverstone shared pathway
 - o Pathway from Forth to Cradle Mountain

3. Encourage a creative approach to new development:

- . Investigate affordable housing opportunities
 - o Look at affordable housing being disbursed throughout the area (not in clusters)
- . Finalise and implement rural living design guidelines for Central Coast rural areas
- . Investigate improved road connections to Cradle Mountain
- . Identify and promote appropriate land for industrial and commercial use.
 - o More commercial and industrial land required
- . **Former Penguin Recreation Ground**
 - o Review the Master Plan of the former Penguin Recreation Ground

STRATEGIC DIRECTION 2

A Connected Central Coast

Seeks to enhance connectivity both within Central Coast and the region – how people move from place to place, how accessible places are, and how people connect with each other and with services within Central Coast.

KEY STRATEGIES AND KEY ACTIONS

1. Provide for a diverse range of movement patterns

- . Develop a range of promotional activities to encourage greater use of walking routes
- . Review the Council's gateway signage
 - o Update town entry signs throughout the municipal area with the same theme/style
- . Develop a 'sense of place' within our central business districts
 - o Charging stations for phones and PCs

2. Connect the people with services:

- . Improve access for the disabled and disengaged in our community to key social and community support services;
 - o Baby change and disability facilities at Forth
 - o Promote local businesses and provide disability access to their business, where possible
- . Devise and implement a range of activities that link institutions and employers to improve employment opportunities
- . Lobby for improved local public transport services
 - o Look at smarter public transport options, i.e. increase frequency using smaller buses
- . Identify opportunities to improve social outcomes/community benefits through the Council's Procurement Policy processes

3. Improve community well-being:

- . Develop and implement the Central Coast Social Plan
 - o Look at ways to make our community feel safe i.e. personal safety – lighting, education and drugs
 - o Engage with the community to achieve meaningful connections for new mothers
 - o Engage with the community to achieve meaningful connection with the LGBTQI community
- . Support and/or develop local, sustainable food initiatives
 - o Explore ways to access local produce, makers and farmers
- . Engage with the community to achieve meaningful positive local ageing outcomes
 - o More aged care accommodation required throughout municipal area
 - o Identify disengaged aged community and tools to connect
- . Engage with the community to achieve meaningful local youth outcomes
 - o Identify opportunities to engage with schools
 - o Greater focus on Youth Council
 - o Include youth on local committees
 - o Foster and support Duke of Edinburgh Awards in businesses and schools
 - o Youth mentoring
- . Engage with the community to achieve meaningful local arts and cultural outcomes
 - o Explore use of murals
 - o Explore the possibility of an Art Pathway
 - o Graffiti Fest – support activities that supports disadvantaged youth families
 - o Large form art displays
 - o An avenue like Dark Mofo for artists to work
 - o Budget for annual commissioning of piece of public art
 - o Biennial streetscaping by street artists

- Foster an Annual Art Festival – i.e. art, photography, video
 - Creative art classes at new Cultural Precinct
- Continue to plan for/mitigate potential community risks and maintain business continuity capacity associated with natural disasters and emergencies
- Identify opportunities to improve utilisation of the community shed
 - Develop Community Shed Future Plan
- Review Council's role in the direct provision of community related events and programs

STRATEGIC DIRECTION 3

Community Capacity and Creativity

In conjunction with community, volunteer and business groups, develop capacity and cultivate a culture that values and showcases creativity, encourages community-based solutions, stimulates innovation and supports innovators in order to achieve quality opportunities and outcomes across all sections of the community.

KEY STRATEGIES AND KEY ACTIONS

1. Community capacity-building:

- . Investigate feasibility of developing youth-specific spaces
 - o Look at options in Forth (consult with local school)
 - o Local hang-outs – areas where young people feel they can meet
 - o Public pool
 - o Events focused on children – afternoon and Saturday events
 - o Café options near Ulverstone Wharf Precinct
 - o Gaming competitions
 - o New equipment at Rocket Park (Anzac Park)
- . Support programs and activities that promote innovation and enterprise to young people;
 - o Energy Challenge – schools build electronic cars (statewide) – multi-day challenge
- . Develop a pool of mentors and program of activities to support emerging community leaders, innovators and entrepreneurs
 - o Develop a mentor bank
- . Support actions that improve education attainment, retention and engagement
- . Develop and support a collaborative, online platform that enables residents and communities to come together to initiate, incubate and implement solutions to current and future challenges and opportunities
- . Investigate feasibility of developing/supporting intermediate labour market programs

- . Provide/facilitate programs that support innovation and enterprise
- . Develop/support programs that improve digital literacy and doing business online
 - o Encourage digital literacy (liaise with local schools and volunteers)
 - o Host training programs for businesses in Office365
 - o Encourage businesses to have an online presence
 - o Encourage technology-based businesses
- . Develop and implement a local volunteering strategy
 - o Work with community groups and clubs to educate on working with children and vulnerable people
 - o 'Meet and greet' for volunteer organisations

2. Facilitate entrepreneurship in the business community:

- . Identify opportunities to attract highway traffic into towns and rural areas
- . Work with the local health, community and aged care services sectors to improve local business and employment opportunities
- . Work with local business leaders to increase business development and investment in Central Coast, particularly new/niche opportunities
- . Investigate feasibility/establish a business case to support the development of local business incubation/co-working spaces
- . Investigate feasibility of developing a local digital hub
- . Review provision of free Wi-Fi in the Ulverstone and Penguin central business districts
 - o Wi-Fi at parks and beach areas
 - o Free Wi-Fi for West Ulverstone business area
 - o Increase coverage and speed for free Wi-Fi
- . Develop feasibility/establish business case for a local food innovation centre (including market research capability)

3. Cultivate a culture of creativity in the community:

- . Review Council venue management plans to improve promotion of venues for major community, sporting and corporate events
 - o Develop a directory of Council meeting spaces
- . Develop an interpretation plan to showcase the stories of Central Coast
- . Investigate feasibility of creating a local creative industries and arts hub
- . Conduct a review of the Ulverstone Civic Centre to optimise usage and improve community outcomes
 - o Short Film festival
- . Progress the implementation of the Ulverstone History Museum Strategic Plan
- . Review the Central Coast Arts and Culture Strategy
- . Implement the Central Coast Events Strategy
 - o Look at ParkRun, i.e. Ulverstone (5km event)
 - o More live music options
 - o Festival to celebrate the region – Coast to Hinterland
 - o Central Coast Water Festival – kayaking Forth River, ocean kayak race from Leven River to Turners Beach, include extreme sports movie night at Gunns Plains
 - o More water sports on the Leven River
 - o Running River Festival – canoe, kayaking – celebrate Hydro Power
 - o The Leven River swim
 - o Tree Top Challenge
 - o Markets – look at markets that appeal to everyone
 - o Festivals – Potato, Food, Wine, Beer Festival,
 - o Better promotion of current festivals
 - o Festival – celebrate the Dutch foundations of Ulverstone

- **Train tourism opportunities**

- Investigate the feasibility of the Don River Railway going through Central Coast

- **Review the uses of the Ulverstone Wharf Precinct**

- Festival at the Wharf to exhibit local produce/product
 - Better hours at the café/restaurant
 - Keep live music on Friday nights
 - Move the parklet to the Wharf Precinct area
 - Look at tourism-based operator for PIER01
 - Community dinners/ball
 - Look at increased water-based activities
 - Public art installation
 - More family activities, i.e. foam pit/inground trampoline, day beds
 - Music for younger students
 - Junior sailing

STRATEGIC DIRECTION 4

The Environment and Sustainable Infrastructure

Sustaining built infrastructure and the natural environment by encouraging innovation and investment in Central Coast.

KEY STRATEGIES AND KEY ACTIONS

1. Invest in and leverage opportunities from our natural environment:

- Upgrade of Leven River embankments

2. Contribute to a safe and healthy environment:

- Continue to work with community event organisers to improve safety standards at community events
 - Encourage no-smoking at community events – especially where the Council is supporting the event

3. Develop and manage sustainable built infrastructure:

- Conduct a review of all Council community/operational assets
 - Investigate one-way along the Esplanade, Turners Beach – including parking
 - Investigate one-way in Ashwater Crescent, Penguin
 - Investigate one-way on Main Road from Crescent Street (near railway line) to Johnsons Beach, Penguin
 - Investigate street calming opportunities in Turners Beach
 - Review Footpath Plan for Turners Beach area
 - Crosby Street kerb and channel
 - Review and define beach accesses, including weed removal on dunes
 - Install pop-up irrigation at key parks and recreation grounds
 - Develop a plan for Bicentennial Park linking the pond to other assets in the area
 - Widen main arterial roads

- Investigate the connection of Loongana to Loyetea
- Upgrade of Tobruk Park pathway
- Improvement to Tobruk Park duck pond
- Review street signs to make them more prominent (coloured)
- Develop a strategy for the implementation of rubbish bins and skip bins (including recycling) within Central Coast
- Develop an Anzac Park Bank Landscaping Plan
- Upgrade BBQ facilities in Shropshire Park to electric
- Review location of RV dump point
- Maskells Road intersection upgrade
- . Develop and implement an Ulverstone and Penguin central business district revitalisation strategy
 - Review the entrance into Penguin near Railway Station
- . Progress the development of a bus interchange on Wongi Lane
 - Greater roofed area
- . Improve recreational amenities and play equipment in the Council's key foreshore parks
 - Increase trees in our parks
 - Implement all age play equipment in parks
 - Redevelop some parks to feature extra-large adventure playground
 - Increase utilisation of the Ulverstone Sound Shell
- . Market test the development of Maskell's land
- . Continue to invest in the Council's stormwater infrastructure
- . Proactively seek/optimize grant funding opportunities to invest in assets.
- 4. Contribute to the preservation of the natural environment:
 - . Promote and participate in regional, State and national climate change related initiatives
 - . Develop a strategy to mitigate the impacts of climate change on the Council's assets

- . Investigate and plan for the effects of climate change on our local areas
 - Review fuel loads within our natural environment
 - Community renewable energy projects
 - Community education on housing development to cope with future changing climate conditions
 - Investigate the potential of a community based solar/wind farm
- . Increase diversion of waste from landfill and increase waste stream recycling capacity
 - Work towards Central Coast becoming plastic-free
 - 'War on Waste' initiative
- . Work with and support land and river care and other groups to improve environmental outcomes around our waterways and public space

STRATEGIC DIRECTION 5

Council Sustainability and Governance

A leading Council is well governed and managed and engages effectively with its community.

KEY STRATEGIES AND KEY ACTIONS

1. Improve corporate governance:

- . Develop a Professional Development Plan for elected members to improve governance, leadership and strategic capability
- . Implement the findings of the cultural and leadership impact surveys
- . Undertake a Compliance Audit

2. Improve service provision:

- . Continue program of business unit service and process reviews
- . Develop service levels for all services delivered by the Council
- . Investigate/implement processes for the electronic provision of all Council application forms

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

- . Review existing asset investment and performance
- . Identify new opportunities to expand the Council's relatively narrow revenue base

4. Effective communication and engagement:

- . *Work* collaboratively with Cradle Coast Innovation and other key organisations to build community capability and improve innovation and enterprise in our community
- . Train staff in contemporary community engagement, social media and digital marketing skills/applications

5. Strengthen local–regional connections:

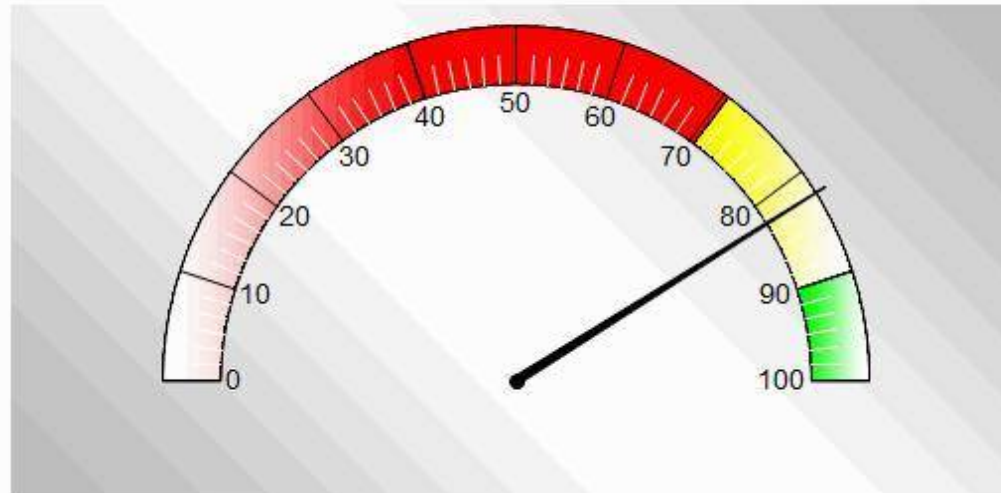
- Investigate strategic alliance opportunities to improve economies of scale and scope in service delivery and the further development of Central Coast
- Joint development of Liveable Region Strategy to address population growth, employment, skills and investment issues



Performance Report to Council

July to June 2019

Quarterly Progress against Corporate Folder Actions

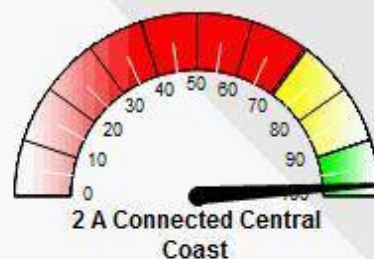


Description

- 85 Corporate Folder Actions reported on
- 61 Corporate Folder Actions at least 90% of monthly target
- 6 Corporate Folder Actions between 70 and 90% of monthly target
- 16 Corporate Folder Actions less than 70% of monthly target
- 2 Ongoing Actions
- 0 Deferred Actions
- 0 Corporate Folder Actions with no target set
- 0 Incomplete Actions

Indicator

Quarterly Progress against Future Directions



FUTURE DIRECTION	NO. OF ACTIONS REPORTED ON	NO. OF ACTIONS AT LEAST 90% OF TARGET	NO. OF ACTIONS BETWEEN 70 & 90% OF TARGET	NO. OF ACTIONS LESS THAN 70% OF TARGET	NUMBER OF DEFERRED ACTIONS	NUMBER OF ONGOING ACTIONS	ACTIONS WITH NO TARGET	INCOMPLETE ACTIONS
1 The Shape of the Place	5	4	1	0	0	0	0	0
2 A Connected Central Coast	15	14	1	0	0	0	0	0
3 Community Capacity and Creativity	11	9	0	2	0	0	0	0
4 The Environment and Sustainable Infrastructure	1	0	0	1	0	0	0	0
5 Council Sustainability and Governance	3	2	0	1	0	0	0	0



At least 90% of monthly Action target achieved





Between 70 and 90% of monthly Action target achieved









Less than 70% of monthly Action target achieved

Corporate Folder Actions


ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
Future Direction: 1 The Shape of the Place						
Strategy: 1.1.4 Investigate opportunities for the development of a suite of adventure outdoor visitor/leisure experiences in Central Coast and adjacent hinterland						
1.1.4.1 Undertake a feasibility assessment for an annual Adventure Festival for the Central Coast.	Presented to Council workshop on 29 April 2019. Further progression of this project has been identified for 2019-2020.	Community Services	31/12/2018	100	100	
Future Direction: 2 A Connected Central Coast						
Strategy: 2.1.1 Develop a range of promotional activities to encourage greater use of walking routes						
2.1.1.1 Develop a marketing plan for Central Coast walking trails.	The marketing plan has been developed, it is extensive and covers options for various audiences and markets. Plan forwarded to Senior Leadership Team for comment and recommendations.	Community Services	31/08/2018	100	100	
2.1.1.2 Develop a walking trail brochure around the Centenary of World War 1.	Project completed.	Community Services	31/08/2018	100	100	
2.1.1.3 Pursue improved signage for the Dial Range trails.	Meeting held with the Department of Parks and Wildlife Service to discuss signage for Dial Range. The Department allocated funding in the 2018-2019 financial year for signage to be installed at the entrance point and on both the walking trails and mountain bike trails in the Dial Reserve.	Community Services	31/05/2019	100	80	
Strategy: 2.3.2 Engage with the community to achieve meaningful positive local ageing outcomes						
2.3.2.1 Create lifelong learning campaign.	Commenced work on project outline working brief for campaign development. Met with University of Tasmania to discuss profiles of life long learners, particularly why people are	Community Services	30/11/2018	100	100	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
2.3.2.2 Support opportunities for adult learning.	<p>disengaged from adult learning. The campaign outline was developed and submitted for feedback to SLT.</p> <p>Investigated opportunities for adult learning and what channels are available to promote adult learning. Contact made with U3A to discuss how Council can support and facilitate through promotion the sustainable growth and offering of U3A. Met with representatives from U3A. U3A currently has a strong volunteer base, good student numbers and an ample supply of tutors - in short, they are extremely healthy. Council has worked with volunteers to design posters for the new semester and agreed that it would be beneficial for Council to be able at times to promote (on social media) as needed courses which may have short numbers or other particular activities. Discussed further promoting the courses offered online through U3A for those for whom access is a problem however it was agreed to wait until enrolments are done to encourage in person participation due to the other benefits which come through connecting with the community. Discussed access to any of Councils spaces which may help with the holding of courses but U3A are currently well serviced with their space.</p>	Community Services	30/04/2019	100	100	
2.3.2.3 Work with and assist women planning for retirement.	<p>Developed Project Proposal Plan. Researched appropriate resources and organisations without conflicting interest to be part of an event. Held discussions with COTA, Suicide prevention trail about possible funding, Burnie Women's Legal Service about possible subjects, and worked with Primary Health Tasmania, and Relationships Australia to utilise funding to get the Barefoot Investor to run workshops and event early 2020.</p>	Community Services	31/05/2019	100	100	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
Strategy:	2.3.3 Engage with the community to achieve meaningful local youth outcomes					
2.3.3.1 Promote the artistic achievements of youth.	<p>Researched successful youth art placement project developed by Hobart City Council for suitability of format for Central Coast, identified that the format had the potential to enliven our malls and public spaces.</p> <p>Project proposal developed, including the development of proposal for art scholarship award or youth art prize for central coast.</p> <p>Possible inclusion at ARtex or for student undertaking arts studies - post high school.</p> <p>Working with VIC to utilise frames for youth art activities.</p>	Community Services	31/05/2019	100	92	
2.3.3.2 Undertake assessment of the viability of a Research Youth First Employment program within Central Coast.	<p>Investigations into available opportunities and youth employment programs will be ongoing.</p> <p>Recommendations presented for the Council to support work placement experiences in areas of the Council that area suitable.</p>	Community Services	31/05/2019	100	100	
2.3.3.3 Pursue youth mental health options.	<p>Discussions with Youth engaged members about opportunities they would consider a worth while resource.</p> <p>Mental Health First Aid Training has been offered to and completed by students.</p> <p>'Sausage and Sing' event held in October as part of Mental Health Week - exploring the benefits of singing and being connected through various types of interests and hobbies.</p> <p>Generation Next Student Wellbeing Program Webcast (www.generationnext.com.au) a free live interactive webcast delivered on 8 and 15 March, was circulated to school.</p> <p>Ulverstone Secondary College participated and found the sessions engaging and worthwhile. Topics included 'You are more than a selfie', 'Healthy</p>	Community Services	30/04/2019	100	100	


ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
	relationships', 'Overcoming Adversity' - etc. Chairperson/facilitator of Q&A, Andrew Fuller, Child and Adolescent Clinical Psychologist provided discussion time at the end of each presentation. Scoot, Skate and Bike event held in Ulverstone 16th February. The event supported by Anglicare, raise awareness of the 'Know Your Odds' campaign and promoting the services available to support young people effected by gambling.					
Strategy:	2.3.5 Review Council's role in the direct provision of community related events and programs					
2.3.5.1 Create a 'guidelines' document around Council working with community to produce events.	Document complete - to be presented to SLT for endorsement	Community Services	31/12/2018	100	100	
Strategy:	2.3.7 Engage with the community to achieve meaningful local arts and cultural outcomes					
2.3.7.1 Explore feasibility of arts sister towns.	Project proposal and research completed, including Mapping Central Coasts arts groups and gauging interest and capacity. Report being completed with recommendations.	Community Services	30/04/2019	100	100	
2.3.7.2 Support opportunities for young people to work with contemporary artists.	Paper completed. Work on this project included: Scoping feedback from young people on opportunities and projects which would be of interest to them, with the aim of developing a strong funding application for the 2019 Youth arts funding through Arts Tasmanian. Preliminary discussions with Arts Tasmania have been had around suitability of different types of projects. Preliminary work completed to identify spaces where work created by young people could be able to be viewed in the public domain. Developed a proposal for young people art prize for central coast in conjunction with existing groups.	Community Services	31/03/2019	100	100	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
2.3.7.3 Further enhance opportunities in working with LINC.	<p>Project proposal developed.</p> <p>Held discussions and met with the library to discuss what's on offer at the library currently, future plans and common goal areas where there may be a role for Council.</p> <p>Developing budgets for recommended activities which could be undertaken with library and community.</p> <p>Little local libraries Project - worked to consult with communities to identify local champions who could play a role in working with the community to decorate their community library, identify an appropriate location and monitor it going forward. Communities identified for inclusion in the first stage of the project are: Ulverstone (various sites in support of the recent make over activity including APEX park), Fairway park over Christmas for parents and children over the Christmas period, Ulverstone Sport and Leisure Centre, Turners Beach, Sulphur Creek, Heybridge, Gunns Plains. These communities to be the first wave locations.</p> <p>Kits can be purchased for creating a library, in the first instance it is hoped that communities will recycle and upcycle to create their libraries and make them reflective of their communities.</p> <p>Reading tents - the reading tents will be given a revamp, working with young people to draw illustrations which will then be transferred to the tents.</p> <p>Held discussions with the library about how we may utilise Christmas holiday library craft events to facilitate this.</p>	Community Services	28/02/2019	100	100	
2.3.7.4 Support older citizen involvement in arts.	<p>Developed Project proposal plan. Identified existing opportunities within Central Coast for promotion throughout the community.</p> <p>Funding application for \$10k. was successful for</p>	Community Services	30/06/2019	100	100	




ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
	<p>Ulverstone Rep Society to run a series of professional workshops through 2019, including costuming, make up and special effects and theatre skills.</p> <p>Discussions with Leven Regional Arts about holding a Christmas fair of arts and crafts.</p>					
2.3.7.5 Continue working towards the completion of the 'Pablo Penguin' project with the Penguin community..	<p>The proposed Pablo the penguin has been added to the resource bank for the 7-Day makeover to take place in Penguin as agreed with Councillor Howard July 2018.</p> <p>The 7-Day makeover team provided with the preliminary outline done for Pablo 2, and the back ground to his inclusion in the asset bank for the 7-Day makeover.</p> <p>At the 7-Day makeover a new large Penguin was not seen as a high priority, or required for the area the group decided to review. A group of local interested parties will be put together to review the idea of another Big Penguin, regarding placement, needs, landscaping, and as a piece of place making, and to gauge community support for the idea, and to guide the future direction.</p> <p>February 2019 - a meeting with a representative of the makeover team currently active in Penguin, they are taking the Penguin drawings and info to the their next group meeting in late November.</p> <p>Meeting with the 7-Day makeover team scheduled for 2 July 2019.</p>	Community Services	31/10/2018	100	97	





Future Direction: 3 Community Capacity and Creativity





Strategy: 3.1.1 Support actions that improve education attainment, retention and engagement





3.1.1.1 Work with the Youth Engaged Steering Committee to identify actions to help achieve outcomes.	<p>Workshop/forum 'All about the Arts' held on the 24th August.</p> <p>Five Youth engaged Committee Student reps attended the National Leadership Camp in Sydney in July. The students upon their return presented a</p>	Community Services	30/04/2019	100	100	
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ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
	<p>report to the meeting, and then later recorded a short video explaining their personal experience and the impact it has had on their leadership development. Youth Engaged Steering Committee Business Breakfast - Guest presenter Clare Madden presented an education specific workshop, a community presentation and a business breakfast arranged for 7/8th November. Claire provided a research-based presentation that is designed to equip business leaders, managers and educators to effectively build teams, engage generations and respond to change. This project was about community engagement and networking, building business capacity, community understanding and economic engagement.</p> <p>In June 2017 the Tasmanian Government released a 'Youth at Risk Strategy' and it became clear through this phase that the voices of young people were not being heard. The Department of Communities have released a practical guide to youth engagement and participation in Tasmania, 'Youth Matter'. This document has been presented to the Youth Engaged Committee.</p> <p>The 'Youth Voice Central Coast' workshop was held on the 18th June, at the Dial Function space. Attending were 130 students from the 3 Secondary schools in the Central Coast Area along with 25 mentors from community, business and the Beacon Foundation - Collective Ed Project team. The forum was designed and coordinated by consultants from Clear Horizons, facilitated by Collective Ed Ulverstone. To be produced in coming weeks is a written report including analysis of key findings drawing on qualitative and quantitative data collected at the workshop. Also a 5 - 10 minute video communicating the purpose of the Central Coast Youth Voice workshop process and findings as well as a cartoon illustration.</p>					

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
Strategy:	3.1.3 Develop and implement a local volunteering strategy					
3.1.3.1 Promote health and social benefits of volunteering.	Identified opportunities to promote with and engage with volunteers and their respective groups. Developed localised posters for display throughout the community that promote the benefits of the health, social, emotional and community value of volunteering.	Community Services	30/06/2019	100	100	
3.1.3.2 Work with LINC and Volunteering Tasmania to promote Volunteering Tasmania presence in Ulverstone.	Volunteer week held May 20-26 – held promotion of not only volunteer week but volunteering in general. Further action is on hold until the North- West Volunteer Representative position is filled or a decision reached by Volunteer Tas. Discussions held with the Tasmanian Suicide Prevention trial working group around promoting volunteering. The Devonport, Burnie and Ulverstone Community Development Officers worked collaboratively on a project to promote organisations that rely on volunteers rather than singling out individual volunteers, as it is often difficult to get those happy to be photographed or featured. Two series of posters created to encourage people to thank their volunteers. Second set of posters developed to use in Mental Health Week to promote the benefits of volunteering on health of volunteers and others.	Community Services	31/05/2019	100	100	
Strategy:	3.3.1 Review Council venue management plans to improve promotion of venues for major community, sporting and corporate events					
3.3.1.1 Update venue management plans and promote on the Council's website and relevant events literature	The priority venues were identified based on usage and the extent that the Council manages the facility. The Wharf Precinct Venue Management Plan has been completed and work commenced on Civic Centre Venue Management plan.	Community Services	30/04/2019	100	34	

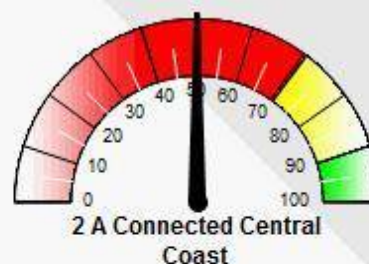
ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
Strategy:	3.3.3 Conduct a review of the Ulverstone Civic Centre to optimise usage and improve community outcomes					
3.3.3.1 Develop arts calendar of events.	Project proposal developed. Tracked bookings and activities for Civic Centre to develop recommended format for calendar of events. Explored format of calendar and methods of providing posters and or flyers online. Calendar at the Civic Centre as it stands does not warrant a standalone calendar. Working with Susanne to explore whether or not development of an arts section in the Coast to Canyon 'Whats On' newsletter is a better option. Take info from what's on and place (with event owner's agreement) onto Councils FB page for promotion.	Community Services	31/05/2019	100	100	
3.3.3.2 Develop new promotional brochure.	Deferred until a decision on the branding is decided, however, information for text for brochure and quotes for photography were obtained.	Community Services	31/05/2019	100	100	
3.3.3.3 Explore placement of lights, bunting at entrances of Ulverstone Civic Centre.	Ongoing project. Exploring options for placement of lights, bunting etc which are cost effective, quality and design which is applicable to Tasmanian weather. Obtained costings on Bunting and lights. Explored lit signage as a response to stakeholder feedback in Civic Centre review. Recommendations paper completed.	Community Services	31/03/2019	100	100	
3.3.3.4 Celebrate the 35th birthday of the Ulverstone Civic Centre.	Meet with relevant officers to determine the scope of the project. Development of a project proposal, considering a 'themed' event's around the 80's completed. Any further progress will be dependent on the outcome of other proposals from the Civic Centre review.	Community Services	31/05/2019	100	100	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
3.3.3.5 Improve visibility of main entrance of Ulverstone Civic Centre.	Document of recommendations completed. Entrance and approaches to the Ulverstone Civic Centre, to understand lines of site, visibility and impact of approaches on main entrance visibility were explored. Public art, bollards, plantings and lighting as possible elements in a solution to make entrance more visible, create a sense of arrival as well increasing visibility and appreciation of inside activities were also considered. Progress and options continue to be explored in future financial years.	Community Services	31/03/2019	100	100	
Strategy: 3.3.4 Progress the implementation of the Ulverstone History Museum Strategic Plan						
3.3.4.2 Undertake design work for the Cultural Precinct if funding application is successful.	Fuel tanks removed, testing determined the site is free from contamination. Schematic design completed. Walker Designs has been engaged to undertake the branding of the precinct. EOI drafted for deaccessioning of buildings on the site. Project will continue in 2019-2020.	Community Services	30/06/2019	100	100	
Strategy: 3.3.6 Implement the Central Coast Events Strategy						
3.3.6.2 Develop a week long theme of events for the Central Coast.	Did not commence.	Community Services	28/02/2019	100	0	
Future Direction: 5 Council Sustainability and Governance						
Strategy: 5.2.1 Continue program of business unit service and process reviews						
5.2.1.7 Explore the feasibility of relocating the Penguin Visitor Centre to achieve better overall visitor services.	Draft report into the 'Pros and Cons' has been completed. Presentation provided to SLT for discussion at October 30 meeting. Currently pursuing a range of minor works in the existing building.	Community Services	30/11/2018	100	100	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
5.2.1.8 Investigate the options for converting some of the Aged Person Home Units from one bedroom to two bedroom units.	Work has commenced on the drafting of concept plans and related costing to convert units 5 to 13 at Carroo Court, Penguin, from one bedroom to two bedroom units. Plans have been prepared and have been costed prior to going to a council workshop. Presentation provided to SLT for discussion at October 30 meeting. Project completed.	Community Services	30/11/2018	100	100	
Future Direction: 1 The Shape of the Place						
Strategy: 1.3.1 Identify and promote appropriate land for industrial and commercial use						
1.3.1.1 Identify further commercial/industrial land for future growth	The rezoning of land on South Road, Penguin, and Maskells Road, Ulverstone, has been proposed as part of the Council's Local Provision Schedule submission to the Statewide Planning Scheme. Further consideration of additional areas will be given once the Planning Commission has considered the Council's LPS Submission. Met with State Planning Commission in November to finalise council's LPS Submission.	Community Services	28/02/2019	100	80	
Strategy: 1.3.3 Investigate affordable housing opportunities						
1.3.3.1 Develop a Strata Plan Policy.	Draft Strata Plan, Staged Strata Plan and Community Development Scheme Policy completed. Policy adopted by Council at the September 2018 Council Meeting.	Community Services	30/09/2018	100	100	
1.3.3.2 Review the Public Open Space Contributions Policy.	A reference group was formed to review the current Policy. A survey of other NW council's and Meander Valley Council was undertaken to inform how a public open space contribution may be applied to the subdivision of residential land. A workshop has been held with elected members. Policy approved by Council 29 January 2019.	Community Services	31/10/2018	100	100	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
1.3.3.3 Review the Public Open Space Contributions Policy	A survey of other NW council's and Meander Valley Council was undertaken to inform how a public open space contribution may be applied to the subdivision of residential land. A workshop has been held with elected members. Policy approved by Council 29 January 2019.	Community Services	31/12/2018	100	100	
Future Direction: 4 The Environment and Sustainable Infrastructure Strategy:						
4.1.1 Upgrade of Leven River embankments						
4.1.1.1 Develop a high level Riparian Zone Development Plan for the Forth and Leven Rivers.	This Action will progress with Stage One of the Leven River and Gawler River Development Plan. (The Forth River will be examine at a later date). A community reference group has been formed to progress this Action. The Group will meet in April to develop a Brief. The Brief will be used to seek funding to engage a consultant to undertake a study of the Leven and Gawler Rivers and their riparian lands.	Community Services	30/06/2019	100	7	
Future Direction: 5 Council Sustainability and Governance Strategy:						
5.3.1 Review existing asset investment and performance						
5.3.1.2 Review and update a Local Settlement Plan.	The 2014 Local Area Settlement Strategy is to be reviewed prior to a revised draft being considered by SLT and Council. Planning consultant, Geoff Davis, will review and update the Strategy, making recommendations on land requirements for each main zone over the next 20 years, based on past and anticipated development demand. Work on the Draft Local Area Settlement Strategy will not begin until the 2019/2020 financial year. and will help to inform an anticipated review, by the State Government, of the North West Regional Land Use Strategy.	Community Services	31/03/2019	100	30	

Quarterly Progress against Future Directions



FUTURE DIRECTION	NO. OF ACTIONS REPORTED ON	NO. OF ACTIONS AT LEAST 90% OF TARGET	NO. OF ACTIONS BETWEEN 70 & 90% OF TARGET	NO. OF ACTIONS LESS THAN 70% OF TARGET	NUMBER OF DEFERRED ACTIONS	NUMBER OF ONGOING ACTIONS	ACTIONS WITH NO TARGET	INCOMPLETE ACTIONS
1 The Shape of the Place	2	0	0	2	0	0	0	0
2 A Connected Central Coast	3	1	0	1	0	1	0	0
4 The Environment and Sustainable Infrastructure	14	9	2	3	0	0	0	0
5 Council Sustainability and Governance	2	0	0	1	0	1	0	0



At least 90% of monthly Action target achieved





Between 70 and 90% of monthly Action target achieved











Less than 70% of monthly Action target achieved





Corporate Folder Actions


ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
Future Direction: 1 The Shape of the Place						
Strategy:	1.1.7 Implement the Central Coast Cycling Strategy					
1.1.7.1 Construction of the Turners Beach to Leith shared pathway including the old railway bridge	<p>The design of this project between Blackburn Drive and Allport Street is near completion. TasRail negotiations on level crossing/underpass at end of Blackburn Drive and licence arrangement for Forth River Bridge have delayed progress of this project.</p> <p>It was decided to redirect the path to Lukin Street and The Esplanade rather than Blackburn Drive alleviating the need for a crossing or underpass. Council has opted to take responsibility for the bridge subject to conditions. Once the conditions are agreed and a licence/lease is signed, the project design will be completed, and tenders called for the revised alignment.</p> <p>The section between Allport Street and Bass Highway has also been delayed until the route and design is determined for the Bass Highway overpass into Leith.</p>	Infrastructure Services	30/06/2019	100	20	
Strategy:	1.2.2 Continue to develop the Central Coast shared pathways network					
1.2.2.3 Complete the Penguin Road Safe road-use project along Penguin Road (between Robertsons Road and Seaside Crescent)	<p>The progress of this project is dependent on timing of the Coastal Pathway Project being undertaken by CCA on behalf of Councils. Once the extent of the larger project is known this project will be designed and implemented.</p> <p>Design of the passing/slow bays and improved signage has been completed.</p> <p>Signs have been ordered with delivery and installation in July 2019.</p>	Infrastructure Services	31/03/2019	100	30	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
Future Direction: 2 A Connected Central Coast						
Strategy:	2.1.3 Develop a 'sense of place' within our central business districts					
2.1.3.2 Review pathways plan to ensure connectivity	Project delayed until 2019-2020.	Infrastructure Services	31/12/2018	100	0	
Strategy:	2.3.4 Continue to plan for/mitigate potential community risks and maintain business continuity capacity associated with natural disasters and emergencies					
2.3.4.1 Complete investigation into rural flood catchments	Awaiting approval of Councils Stormwater Management Plan. Once complete, any additional studies to comply with current state legislation will need to be funded in each year's budget. The process is likely to take around five years to complete.	Infrastructure Services	31/01/2019	N/A 100	N/A	Ongoing
2.3.4.2 Review and update Central Coast Emergency Management processes and procedures and ensure compliance with the Tasmanian Emergency Management Plan and State Emergency Systems	Temporary employee engaged to undertake the review and updates, this included review of the MLEMC Risk Management Assessment. CCC Emergency Management Manual is almost completed with numerous plans, documents and tools provided. Further work around additional flood studies is required to allow completion of the task and compliance with State Legislation.	Infrastructure Services	31/12/2018	100	100	
Future Direction: 4 The Environment and Sustainable Infrastructure						
Strategy:	4.3.1 Conduct a review of all Council community/operational assets					
4.3.1.3 Review of the Council's arterial roads and list planned upgrades in the Long-term Financial Plan	Review of roads list completed, and projects work shopped with Council. A ten-year list of is included in the review of the LTFP.	Infrastructure Services	30/06/2019	100	100	
4.3.1.4 Review the feasibility of traffic lights at the Lovett/Trevor Street intersections (traffic assessment for	Consultants were engaged to consider the intersection and feasibility of traffic lights or any other possible improvements.	Infrastructure Services	30/04/2019	100	100	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
	Traffic counts and initial analysis of results is complete. A report was prepared and workshop conducted with Councillors in April 2019. Agreed that cost/benefit of traffic lights not acceptable, to be monitored at this stage.					
4.3.1.5 Undertake footpath survey (visual) of our Footpaths and review footpath forward plan	Development of a new compatible mobile data recording method is required prior to conducting surveys but this will not affect forward plan. A Councillor Workshop was held on 11 February 2019 to inform of, and discuss, a proposed list of footpaths to be considered for the long term financial plan. The footpaths will be prioritised and considered during this year's budget estimates process.	Infrastructure Services	31/03/2019	100	30	
4.3.1.6 Update existing roads and transport policies: Road Underpass Policy, Unsealed Roads Policy, Works in Road Reservation Policy, and Vegetation Damage Signage Policy	Vegetation Policy reviewed completed and to be submitted to Council in July. Road Underpass Policy and Unsealed Roads Policy reviewed and to be submitted to Council in July. Works in Road Reservation to be completed in 2019-2020 FY.	Infrastructure Services	30/04/2019	100	100	
Strategy: 4.3.3 Improve recreational amenities and play equipment in the Council's key foreshore parks						
4.3.3.1 Finalise and commence implementation of the Perry-Ling Gardens Masterplan.	A discussion paper has been developed and will be submitted to SLT in the first instance	Infrastructure Services	31/03/2019	100	45	
4.3.3.3 Staged implementation of the Johnsons Beach Masterplan	The beach access will be installed in 2019-2020 as further components are required as some were used at Victoria Street. Waiting on the material provider to furnish design drawings. Contractor engaged	Infrastructure Services	31/12/2018	100	100	
4.3.3.4 Assist in the development of the Pump & Jump Park/Learn to Ride infrastructure at Fairway Park.	Construction has commenced with CS undertaking the project management. Infrastructure Services have been providing support for the project.	Infrastructure Services	31/05/2019	100	80	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
	Development Application approved at November 2018 Council meeting.					
Strategy:	4.3.5 Continue to invest in the Council's stormwater infrastructure					
4.3.5.1 Preparation of stormwater management plans in accordance with the Urban Drainage Act 2013	<p>Draft Stormwater System Management Plan has been prepared and presented at Councillor Workshop 24 September 2018.</p> <p>Subsequently the report and Plan was discussed at a Senior Leadership Team meeting in October with regard to funding of the requirements of the document.</p> <p>Further progress of document prior to 30 June 2019, with final Plan to be completed prior to December 2019.</p>	Infrastructure Services	30/09/2018	100	85	
Strategy:	4.4.1 Investigate and plan for the effects of climate change on our local areas					
4.4.1.1 Continue implementation of energy efficiencies within our buildings	<p>The installation of the solar panels on the Showgrounds Stadium and Administration Centre has been completed.</p> <p>Council have received a consultant's report of energy usage in the five main buildings.</p> <p>This will form part of the project to look at the energy efficiency of the buildings.</p> <p>This project is completed for 2018-2019.</p>	Infrastructure Services	30/06/2019	100	100	
4.4.1.2 Review the Council's Climate Change Action Plan and commence implementation in conjunction with the Tasmanian Governments Climate Change Action Plans and policies	<p>Consultant has undertaken the data gathering stage and community consultation meetings. Further surveying of residents is being undertaken to allow all residents to offer their views.</p> <p>A draft action plan has been received and discussions as to further studies taking place with the consultant. For further progress in 2019-2020.</p>	Infrastructure Services	30/06/2019	100	100	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
4.4.1.3 Consider the possibilities of partnering with other service providers in providing a fast charge station for electric vehicles	Discussions held with AEVA representative and they have set up a company to provide grants to Councils for financially border line systems in Councils areas. Further discussions planned. State Government has delayed implementation of its program until after the slow charger program which Council has been one of the recipients of a grant to install. They also are providing seed funding for a fast charger network across the state as these type of charges will be a commercial enterprise. The number of EVs in Tasmania is very low and unlikely to rise for some years as there is only one vehicle supplier in Hobart and none in the remainder of the state.	Infrastructure Services	30/06/2019	100	100	
Strategy: 4.4.2 Increase diversion of waste from landfill and increase waste stream recycling capacity						
4.4.2.1 Continue the investigation into a Food Organic and Garden Organics (FOGO) collection and disposal system in consultation with the community	Discussion with Veolia re operational scenarios for incorporation of a FOGO collection within the existing waste contractual arrangement. Veolia undertaking costing of scenarios. Report prepared for Council (April meeting) and to be implemented in October 2019.	Infrastructure Services	31/12/2018	100	100	
4.4.2.2 Complete and implement a revised Rural Waste Management system	Further investigation as to cost savings being undertaken as a result of Council workshop. Community Engagement Meeting - Rural Waste in early March. Recommendations re acceptance of green waste and white-goods at country transfer stations to be pursued in 2019-20. Project not completed in 2018-2019.	Infrastructure Services	31/12/2018	100	20	
4.4.2.3 Upgrade leachate collection and treatment facilities at the Lobster Creek Resource Recovery Centre	Capital project completed.	Infrastructure Services	31/05/2019	100	100	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
Future Direction: 5 Council Sustainability and Governance Strategy:						
5.2.1 Continue program of business unit service and process reviews						
5.2.1.2 Undertake a Private Works process review	Deferred until 2019-2020.	Infrastructure Services	30/06/2019	100	0	
5.2.1.3 Implement the recommendations of the Fleet Review	Fleet Review nearing completion and implementation will commence on its completion. Some actions in the review have been completed but until the Review is signed off by the SLT, no further action can be undertaken.	Infrastructure Services	28/02/2019	100	N/A	Ongoing

Quarterly Progress against Future Directions



1 The Shape of the Place



2 A Connected Central Coast



3 Community Capacity and Creativity



5 Council Sustainability and Governance

FUTURE DIRECTION	NO. OF ACTIONS REPORTED ON	NO. OF ACTIONS AT LEAST 90% OF TARGET	NO. OF ACTIONS BETWEEN 70 & 90% OF TARGET	NO. OF ACTIONS LESS THAN 70% OF TARGET	NUMBER OF DEFERRED ACTIONS	NUMBER OF ONGOING ACTIONS	ACTIONS WITH NO TARGET	INCOMPLETE ACTIONS
1 The Shape of the Place	6	5	0	1	0	0	0	0
2 A Connected Central Coast	4	4	0	0	0	0	0	0
3 Community Capacity and Creativity	2	0	0	2	0	0	0	0
5 Council Sustainability and Governance	7	6	1	0	0	0	0	0



At least 90% of monthly Action target achieved










Between 70 and 90% of monthly Action target achieved









Less than 70% of monthly Action target achieved




Corporate Folder Actions




ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
Future Direction: 1 The Shape of the Place						
Strategy:	1.1.1 Staged implementation of the Dial Sports Complex Master Plan					
1.1.1.1 Complete the commissioning of Dial Park including monitoring of traffic and parking decisions.	Dial Park has been in operation for six months. There have not been any issues reported in relation to the traffic and parking at the site. The grounds to the south of the Athletics Track can be used as overflow parking, if required. Minor management issues were being managed by Community Services.	Office of General Manager	31/03/2019	100	100	
Strategy:	1.1.3 Progress the consolidation of equestrian activities to Batten Park					
1.1.3.1 Completion of business plan and estimates to ascertain feasibility of consolidation of equestrian activities to Batten Park	Presented to Council workshop on 29 April 2019. Further progression of this project will be undertaken in 2019-2020.	Office of General Manager	31/03/2019	100	100	
Strategy:	1.1.5 Review the Dial Range Recreation Management Plan in conjunction with land managers					
1.1.5.1 Joint development of a revised Dial Range Recreation Management Plan by land managers (Parks & Wildlife Services, Central Coast Council and Sustainable Timbers Tasmania).	Discussions have been held again with the Dept of Parks and Wildlife to progress this action. It was hoped that work would commence in February 2019, however did not progress.	Office of General Manager	31/12/2018	100	2	
Strategy:	1.1.6 Investigate feasibility of further development of the Leven Canyon Floor Walk as a major adventure tourism experience					
1.1.6.1 Investigate funding options for the Preston Falls and/or Pinnacle Lookout	Tasmania Community Fund – Round 38 Large Infrastructure, was investigated as a potential funding (or part funding) option for the Upper Preston Falls access track and lookout development. The project was unsuitable for the January 2019 Round, application in future rounds could be considered. Parks and Wildlife/State Government “Next Iconic	Office of General Manager	31/03/2019	100	90	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
	Multi-Day Walk" investigated for the Penguin to Leven Canyon section of the Penguin to Cradle Trail. Funding under the Destination Action Plan – Visitor Engagement Strategy by the Department of State Growth investigated. Possible grant funding opportunity strategically linked to the Leven Canyon Master Plan 2018 referred by Cradle Coast Authority. A Briefing Paper to support interest from the Commonwealth was submitted to the General Manager.					
Strategy:	1.3.1 Identify and promote appropriate land for industrial and commercial use					
1.3.1.2 Develop an Investment Prospectus for tourism accommodation	The spine for the Investment Prospectus was developed, with opportunities identified. Shovel-ready projects (or those in the pipe-line) continue to be investigated. Waiting on the Penguin Recreation Ground review by the Office of the Coordinator General before finalising.	Office of General Manager	30/06/2019	100	100	
1.3.1.3 Further investigation of funding/developer opportunities with the former Penguin Recreation Ground redevelopment	A draft consultancy report by Creative Communities was submitted, which explored opportunities for the Penguin Recreation Ground. Working with the Office of the Coordinator General to review potential uses of the site.	Office of General Manager	30/06/2019	100	100	
Future Direction: 2 A Connected Central Coast						
Strategy:	2.1.3 Develop a 'sense of place' within our central business districts					
2.1.3.3 Review and update the Wharf Precinct Plan, including trial of pop-up food shops	Relocation of the Reibey Street, 7-Day Makeover parklet to the Wharf Precinct was considered on 1 October. It was decided to continue the trial in the current position over the summer period. Wharf Precinct Review – Popup Activation Project Proposal was approved to trial mobile food vending at the southern apron end of the Wharf Precinct. Expressions of Interest brief drafted and finalised,	Office of General Manager	31/12/2018	100	100	

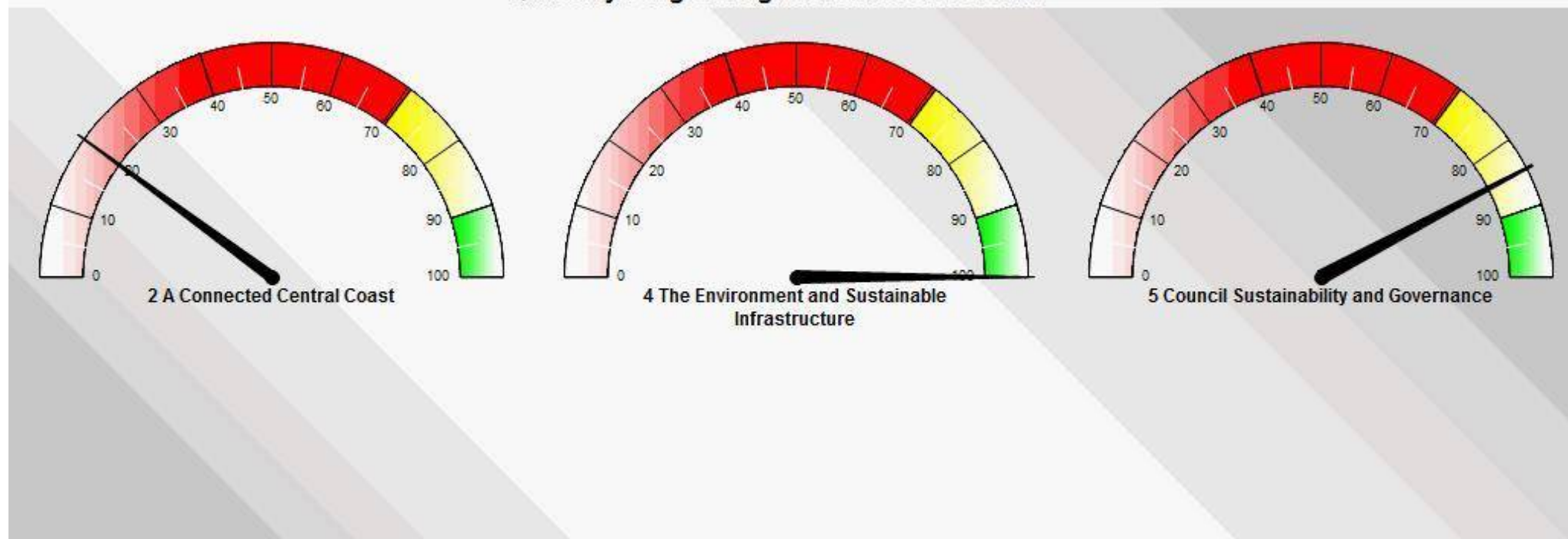
ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
	pending release on DA approval. Popup mobile food vending at the Wharf was trialled over the summer months. No further trials were held.					
2.1.3.4 Place-making plan for Public Spaces within the Ulverstone and Penguin CBDs	Place Making Plans for Ulverstone and Penguin CBDs are under development. Penguin's 7-Day Makeover was held between 20 and 26 October.	Office of General Manager	31/12/2018	100	100	
Strategy: 2.3.1 Support and/or develop local, sustainable food initiatives						
2.3.1.1 Continue FoodREDI Food Education Program	Partner organisations, Ulverstone Neighbourhood House and Australian Red Cross have secured funding for the FoodREDi food education program through grant opportunities. FoodREDi programs involving Council discussions continued. Met with project partners 27 May and agreed Round 3 will commence mid-October 2019. Grant submissions supported by Council will be investigated with the view fund FoodREDi beyond this round.	Office of General Manager	30/06/2019	100	100	
Strategy: 2.3.2 Engage with the community to achieve meaningful positive local ageing outcomes						
2.3.2.4 Implementation of Memory Café concept in Central Coast for dementia clients and carers	A pilot ten week program of the Connect Café was launched 26 June. Project well received and supported by dementia clients, family members and the community including volunteers. The Connect Café project was extended for an additional 10 week program, running from 4 September to 6 November.	Office of General Manager	31/08/2018	100	100	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
Future Direction: 3 Community Capacity and Creativity						
Strategy:	3.1.6 Investigate feasibility of developing/supporting intermediate labour market programs					
3.1.6.1 Develop and implement a traineeship program for local youth	Has not commenced.	Office of General Manager	31/12/2018	100	0	
Strategy:	3.2.3 Work with local business leaders to increase business development and investment in Central Coast, particularly new/niche opportunities					
3.2.3.1 Engage with business retailers to explore strengths, opportunities and barriers to start-ups and investment	A draft project proposal for a Mayor's Roundtable hosted by Council and Switch was sent to the General Manager. A pre-engagement feedback form and roundtable background paper has been developed.	Office of General Manager	31/03/2019	100	35	
Future Direction: 5 Council Sustainability and Governance						
Strategy:	5.1.1 Complete and implement the Strategic Human Resource Plan					
5.1.1.2 Develop and implement a Workforce Culture Plan.	Stage 1 Desktop review, observations, leadership conversations and employee survey is complete. Stage 2 Engagement Forum was conducted on 28 August. Reports have been received with the Advance Health Profile going to all employees. Culture champions group has been formed and are currently working towards the development of the Council's Workforce Culture Plan. The Workforce Culture Plan has been developed and communicated to all employees through information sessions during November. An Action Plan will be developed ensure implementation of the key transition strategies. An implementation plan has been developed by the Culture Team. The focus for now will be Reward and Recognition, Performance Management, Communication and Knowledge Management. Project Teams have been developed and Roxanne	Office of General Manager	30/06/2019	100	90	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
	<p>Chugg will be facilitating these project teams.</p> <p>Project Teams have been formed and work will be undertaken from March through until June 2019.</p> <p>During May a project team sharing event was undertaken to share ideas about what each team have been working on. Positive feedback was received for all teams.</p> <p>Nearing completion of all project teams (one meeting remaining) with positive outcomes being achieved.</p>					
Strategy:	5.1.6 Develop an implementation plan to review Council roles and responsibilities					
5.1.6.3 Review the Council's Strategic Plan	The review commenced with community meetings in March and April. A dedicated website page was launched, which included the 10 Important Questions survey, which saw a good response and participation. The Review was advertised throughout the community via varied avenues. The review was completed, the revised Plan and report being prepared for July 2019 Council meeting.	Office of General Manager	30/04/2019	100	100	
Strategy:	5.2.3 Develop improvement plans in areas identified as requiring attention from the Community Survey					
5.2.3.1 Undertake triennial Community Survey	Quotes from both providers (LGAT and Insync) were received. The Community Survey did not go ahead as an individual action. Community feedback will be sought as part of the Strategic Plan review and with the development of a YOUR SAY button, which has been identified within the Media and Communications Strategy.	Office of General Manager	28/02/2019	100	100	
Strategy:	5.4.3 Develop a Social Media and Digital Marketing Plan					
5.4.3.1 Implement a digital engagement platform/tool and train key staff	The Digital Engagement Tools/Platforms Discussion Paper was drafted and sent to the General Manager on 14 December 2018. Council staff have increased use of forms, surveys and videos to engage with the community and inform projects.	Office of General Manager	30/06/2019	100	100	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
5.4.3.2 Create a "5 Best Things" digital tourism campaign targeting locals and visitors	Five "Things to Do in Central Coast" brochures were developed and adopted by SLT on 16 October. Campaign launched on Council's social media and included links to websites and tourism initiatives that align with Cradle Coast Authority and Tourism Tasmania.	Office of General Manager	31/10/2018	100	100	
Strategy: 5.4.4 Implement the Council's Communication and Engagement Plan, including the development of a community engagement toolkit						
5.4.4.3 Create lifestyle brochures (and social media marketing campaign) to attract/retain families/workforce using the 'its in our nature' message	A communications consultant engaged to produce marketing and promotions content, including digital, with a digital social media campaign based on the two concepts launched on 5 May 2019.	Office of General Manager	28/02/2019	100	100	
Strategy: 5.5.1 Investigate strategic alliance opportunities to improve economies of scale and scope in service delivery and the further development of Central Coast						
5.5.1.3 Participate in the Regional/Sub-Regional Shared Services process and develop an implementation plan to deliver improved economies of scale to the community	Working with the GMs on two shared services processes at this stage - Regulatory Services and Waste Management Governance. Waste Management Governance project ready to proceed to all Councils participating for endorsement to the next step.	Office of General Manager	30/06/2019	100	80	

Quarterly Progress against Future Directions



FUTURE DIRECTION	NO. OF ACTIONS REPORTED ON	NO. OF ACTIONS AT LEAST 90% OF TARGET	NO. OF ACTIONS BETWEEN 70 & 90% OF TARGET	NO. OF ACTIONS LESS THAN 70% OF TARGET	NUMBER OF DEFERRED ACTIONS	NUMBER OF ONGOING ACTIONS	ACTIONS WITH NO TARGET	INCOMPLETE ACTIONS
2 A Connected Central Coast	1	0	0	1	0	0	0	0
4 The Environment and Sustainable Infrastructure	1	1	0	0	0	0	0	0
5 Council Sustainability and Governance	8	6	1	1	0	0	0	0



At least 90% of monthly Action target achieved












Between 70 and 90% of monthly Action target achieved




Less than 70% of monthly Action target achieved

Corporate Folder Actions

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
Future Direction: 5 Council Sustainability and Governance Strategy:						
5.1.3 Undertake a Compliance Audit						
5.1.3.7 Update the Council's Strategic Risk Register and implement actions identified for the year.	The Strategic Risk Register was reviewed by the Risk Management Committee. Endorsed by the Senior Leadership Team and the Council at its February Council meeting. Presented at the next Audit Panel Meeting on 26th March 2019. A reporting framework has been created to provide updates on actions for the Risk Committee and the Audit Panel	Organisational Services	31/12/2018	100	100	
5.1.3.8 Review Code for Tenders and Contracts.	Code for Tenders and Contracts has been reviewed and will now include the Purchasing and Procurement Policy. The finished document will be known as the Code for Tenders, Contracts and Procurement. This was adopted at the June Council meeting	Organisational Services	31/12/2018	100	100	
Strategy: 5.2.1 Continue program of business unit service and process reviews						
5.2.1.1 Implement Integrated Project Management system across the organisation	A review of the Project Management system took place late in January 2019 involving a representative from CAMMS. The recommended action to move this forward is to run up to 6 projects from the 2019-2020 capital program through the workflows to test them. The recommendation is with the General Manager to make a decision.	Organisational Services	31/12/2018	100	78	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
5.2.1.9 Implement the outcomes of the IT Review and Action Plan.	The ICT Governance Committee has been formed and this will be the process of monitoring the IT review plan. This will be an ongoing program	Organisational Services	30/06/2019	100	100	
5.2.1.10 Develop a Business Continuity Policy and associated plans.	To commence in 2019-2020.	Organisational Services	30/06/2019	100	0	
Future Direction: 4 The Environment and Sustainable Infrastructure						
Strategy: 4.3.4 Proactively seek/optmise grant funding opportunities to invest in assets						
4.3.4.1 Review grant opportunities as they arise in relation to the Council's Strategic Plan 2014-2024 and forward programs.	Reviewed on a monthly basis at OLT meetings.	Organisational Services	30/06/2019	100	100	
Future Direction: 5 Council Sustainability and Governance						
Strategy: 5.1.3 Undertake a Compliance Audit						
5.1.3.9 Review Purchasing and Procurement Policy.	This has been reviewed in conjunction with the Code for Tenders and Contracts. The finished document will be known as the Code for Tenders, Contracts and Procurement. This was adopted at the June Council meeting.	Organisational Services	31/12/2018	100	100	
5.1.3.10 Review Rates and Charges Policy.	Report presented to June 2019 Council meeting.	Organisational Services	30/06/2019	100	100	
Future Direction: 2 A Connected Central Coast						
Strategy: 2.2.1 Improve access for the disabled and disengaged in our community to key social and community support services						
2.2.1.1 Develop a Disability Access Strategy	A review of other Strategies has taken place. It is critical that this Strategy is not too prescriptive but that the main recommendation will be the formation of an Advisory Group which contains relevant stakeholders.	Organisational Services	31/03/2019	100	20	

ACTION	PROGRESS	DEPARTMENT	COMP. DAT	TARGET	ACTUAL	PROGRESS
	This Advisory group will be responsible for developing a 5 year plan. Council workshop carried out advising of consultation plan. To be continued in the 2019-2020 year.					
Future Direction: 5 Council Sustainability and Governance Strategy: 5.1.3 Undertake a Compliance Audit						
5.1.3.6 Develop an Internal Work	Two financial audits conducted during the year. Program and audit tools.first was an audit of cash handling in February. The second audit a formal review of Council's Strategic Risk Register in May.	The Organisational Services	30/09/2018	100	100	

Reference F85.21

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Mayor Jan Bonde
Central Coast Council
PO Box 220
Ulverstone TAS 7315

CENTRAL COAST COUNCIL

Division

Rec'd **24 JUN 2019**

File No

Doc. Id

Dear Mayor Bonde

2019 LGAT election

I have conducted an election in accordance with the Local Government Association of Tasmania Rules. The results for your electoral district are as follows:

PRESIDENT

Christina **HOLMDAHL**

GENERAL MANAGEMENT COMMITTEE MEMBERS

North West & West Coast Electoral District (population < 20,000)

Daryl Herbert **QUILLIAM**

North West & West Coast Electoral District (population > 20,000)

Annette **ROCKLIFF** (elected unopposed)

Should you have any questions I will be pleased to assist.

Yours sincerely



Andrew Hawkey

ELECTORAL COMMISSIONER

20 June 2019


2019 LGAT election

Election of President


Electors on Roll	29	Ballot Papers Missing	0	Total ballot papers	29
Ballot Envelopes Returned	29	Ballot Envelopes Rejected	0	Informal ballot papers	0
Percentage Returned	100%	Ballot Envelopes Admitted	29	Formal ballot papers	29

Candidates

		BLOMELEY Brendan	BURNET Helent	FRESHENY Peter	HOLMDAHL Christina	QUILLIAM Daryl Herbert	TUCKER Mick				
		Clarence City Council	Hobart City Council	Latrobe Council	West Tamar Council	Circular Head Council	Break O'Day Council	Exhausted	Total Votes	Absolute Majority	Remarks
Count 1	Total	3	1	7	9	5	4	0	29	15	
Count 2	Votes transferred	0	-1	0	1	0	0				Burnett excluded
	total	3	0	7	10	5	4	0	29		
Count 3	Votes transferred	-3	0	1	2	0	0				Blomeley excluded
	total	0	0	8	12	5	4	0	29		
Count 4	Votes transferred	-	-	1	0	0	-4	3			Tucker excluded
	total			9	12	5	0	3	29		
Count 5	Votes transferred	-	-	3	2	-5	0	0			Quilliam excluded
	total	-	-	12	14	0	-	3	29		Holmdahl ELECTED


 Andrew Hawkey
 Tasmanian Electoral Commissioner
 Date

19-Jun-19


 Kristi Read
 Electoral Officer
 Date

19-Jun-19


2019 LGAT election


Election of General Management Committee Member

North West & West Coast Electoral District LESS than 20 000

Electors on Roll	9	Ballot papers Missing	0	Total ballot papers	9
Ballot Envelopes Returned	9	Ballot Envelopes Rejected	0	Informal ballot papers	0
Percentage Returned	100%	Ballot Envelopes Admitted	9	Formal ballot papers	9

		Candidates					Remarks
		MCLAREN Mike Latrobe Council	QUILLIAM Daryl Herbert Circular Head Council	Exhausted	Total Votes	Absolute Majority	
Count 1	Total	2	7	0	9	5	
	Total	2	7	0	9		Quilliam elected


 Andrew Hawkey
 Tasmanian Electoral Commissioner
 date 19-Jun-19


 Kristi Read
 Electoral Officer
 date 19-Jun-19



General Meeting

Minutes

29 March 2019

**The Paranple Convention Centre
145 - 151 Rooke Street
Devonport**

326 Macquarie Street,
GPO Box 1521, Hobart, Tas 7000
Phone: (03) 6233 5966
Email: admin@lgat.tas.gov.au
Home Page: <http://www.lgat.tas.gov.au>

**PROCEDURAL MATTERS.
RULES REGARDING CONDUCT OF MEETINGS**

13. WHO MAY ATTEND A MEETING OF THE ASSOCIATION

- (a) Each Member shall be entitled to send a voting delegate to any Meeting of the Association, such voting delegate exercising the number of votes determined according to Rule 16(a).
- (b) After each ordinary Council election, the Chief Executive Officer shall request each Member to advise the name of its voting delegate and the proxy for the voting delegate for Meetings of the Association until the next ordinary Council elections.
- (c) Members may change their voting delegate or proxy at any time by advising the Chief Executive Officer in writing over the hand of the voting delegate or the General Manager prior to that delegate taking his or her position at a Meeting.
- (d) A list of voting delegates will be made available at the commencement of any Meeting of the Association.
- (e) Members may send other elected members or Council officers as observers to any Meeting of the Association.

14. PROXIES AT MEETINGS

- (a) Up to 1 hour prior to any Meeting of the Association, a Member may appoint another Member as its proxy.
- (b) The form of the proxy is to be provided by the Chief Executive Officer and is to be signed by either the Mayor or General Manager of the Council appointing the proxy.
- (c) The Chair of the meeting is not entitled to inquire as to whether the proxy has cast any vote in accordance with the wishes of the Member appointing the proxy.
- (d) Proxies count for the purposes of voting and quorum at any meeting.

15. QUORUM AT MEETINGS

At any Meeting of the Association, a majority of the Member Councils shall constitute a quorum.

16. VOTING AT MEETINGS

- (a) Voting at any Meeting of the Association shall be upon the basis of each voting delegate being provided with, immediately prior to the meeting, a placard which is to be used for the purpose of voting at the meeting. The placard will be coloured according to the number of votes to which the Member is entitled:

Population of the Council Area	Number of votes entitled to be exercised by the voting delegate	Colour placard to be raised by the voting delegate when voting
Under 10,000	1	Red
10,000 – 19,999	2	White
20,000 – 39,999	3	Blue
40,000 and above	4	Green

- (b) The Chairman of the meeting shall be entitled to rely upon the raising of a coloured placard as the recording of the vote for the Member and as evidence of the number of votes being cast.
- (c) Except as provided in sub-rule (d), each question, matter or resolution shall be decided by a majority of the votes capable of being cast by Members present at the Meeting. If there is an equal number of votes upon any question, it shall be declared not carried.
- (d)
 - (i) When a vote is being taken to amend a Policy of the Association, the resolution must be carried by a majority of the votes capable of being cast by Members, whether present at the Meeting or not.
 - (ii) When a vote is being taken for the Association to sign a protocol, memorandum of understanding or partnership agreement, the resolution must be carried by a majority of votes capable of being cast by Members and by a majority of Members, whether present at the Meeting or not.
 - (iii) When a vote is being taken to amend the Rules of the Association, the resolution must be carried by at least two-thirds of the votes capable of being cast by Members, whether present at the Meeting or not.

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5. Other Business & Close 39

RESULTS OF ELECTRONIC VOTING ON DECISION ITEMS ARE ATTACHED AT END OF THIS DOCUMENT

GENERAL MEETING SCHEDULE

9.30	Coffee on arrival
10.00	Meeting Commences
	Council Round Up
	Mayor Kristie Johnston
	Glenorchy City Council
11.30	Morning Tea
11.45	Kathleen Priestly
	David Adams
	Festival of Learning – A Statewide Approach
12.00	Mr Garry Bailey
	Chair
	Road Safety Advisory Council
1.30 approx	Lunch

1. GOVERNANCE

The President, Mayor Doug Chipman, welcomed Members and declared the Meeting open at 10.00am.

Apologies were received from –

Mayor Mick Tucker	Break O'Day Council
Mr John Brown	Break O'Day Council
Mayor Tim Wilson	Kentish Council
Mr Shane Power	George Town Council
Mayor Annie Revie	Flinders Island Council
Mr Brian Boehm	Flinders Island Council
Mayor Tony Foster	Brighton Council
Mr Ron Sanderson	Brighton Council
Mr Michael Stretton	Launceston City Council
Mr Tim Kirkwood	Southern Midlands Council
Ms Kim Hossack	Tasman Council
Mr Gerald Monson	Latrobe/Kentish Councils
Mayor Julie Arnold	King Island Council
Ms Kate Mauric	King Island Council
Mr Scott Riley	Circular Head Council
Mayor Bec Enders	Huon Valley Council
Mrs Lyn Eyles	Central Highlands Council
Mayor Steve Kons	Burnie City Council
Mayor Kerry Vincent	Sorell Council
Mr Robert Higgins	Sorell Council
Mr Andrew Paul	Clarence City Council
Mayor Bridget Archer	George Town Council
Clr Teeny Brumby	Burnie City Council

NOTING That while Central Highlands Council representatives were not in attendance at the Meeting, Mayor Christina Holmdahl, West Tamar Council was nominated as the Voting Delegate for Central Highlands Council.

1.1 CONFIRMATION OF MINUTES *

Circular Head Council/Clarence City Council

That the Minutes of the meeting held on 7 December 2018, as circulated, be confirmed.

Carried

Background:

The Minutes of the General Meeting held on 7 December 2018, as circulated, are submitted for confirmation and are at **Attachment to Item 1.1.**

1.2 BUSINESS ARISING *

Circular Head Council/Clarence City Council

That Members note the information.

Carried

Background:

At Attachment to Item 1.2 is a schedule of business considered at the previous meeting and its status.

1.3 CONFIRMATION OF AGENDA

Circular Head Council/Clarence City Council

That consideration be given to the Agenda items and the order of business.

Carried

Background:

Delegates will be invited to confirm the Agenda for the meeting and the order of business.

1.4 FOLLOW UP OF MOTIONS *

Circular Head Council/Clarence City Council

That Members note the following report.

Carried

Background:

A table detailing action taken to date in relation to motions passed at previous meetings is at **Attachment to Item 1.4.**

1.5 PRESIDENT'S REPORT

Circular Head Council/Clarence City Council

That Members note the report on the President's activity from 30 November 2018 to 15 March 2019.

Carried

Media and Events

- Council of the Ageing Tasmania (COTA) Embracing the Future Launch
- Inaugural tri-sector International Women's Day Awards Luncheon
- LGAT Stakeholder Appreciation Event
- Media – Tassie Future Survey
- Pulse, LG Focus articles

Meetings

- Australian Local Government Association (ALGA) Board Meeting
- ALGA Strategic Planning
- CEO Performance Review Committee
- Dr Rachel Bacon – Federal Deputy Secretary Regional Development and Local Government and Elizabeth Bennet Director Regional Development Australia
- LGAT General Meeting
- LGAT General Management Committee (GMC) Meetings (Dec and Feb)
- Premier's Local Government Council Meeting

1.6 CEO REPORT

Circular Head Council/Clarence City Council

That Members note the report on CEO activity from 30 November 2018 to 15 March 2019

Carried

Policy, Projects and Presentations

- Teleconference with LGAT Peer Advisors – mid program check in
- Produced additional resource on asset management for website
- Significant input into Review of the Local Government Act review discussion paper
- International Women's Day Event – working group and Judging panel (Awards for Excellence)
- Planning/preparation for General Manager's workshop
- Planning for Mayor's Workshop
- Planning/preparation for General Meeting
- Planning/preparation for Elected Member Weekend

Media

- Container deposits
- Caravans
- Rating
- Cats

Meetings, Training and Events

- Australian Local Government Association (ALGA) Board Meeting
- CEO Performance Review Committee
- Dr Rachel Bacon – Federal Deputy Secretary Regional Development and Local Government and Elizabeth Bennet Director Regional Development Australia
- International Women's Day Award Luncheon – MC
- International Women's Day Event - Working Group Meetings
- Kate Huntington re partnerships with UTAS
- LG Professional President - follow up from joint workshop
- LGAT General Management Committee (GMC) Meetings (Dec and Feb)
- LGAT General Meeting
- LGAT Stakeholder Appreciation Event
- Local Government Legislation Review Steering Committee (monthly) and out of session work on discussion paper and reference group
- Local Government Professionals Board Meeting (teleconference)
- Mayors' Workshop (November 2018)
- Mike Blake regarding Fire Service Act Review
- Monthly Catch Ups with the Local Government Division
- Presented at the Break O'Day Councillor Induction
- Presented to Kingborough Council Workshop
- President and of EO Men's Sheds re opportunities to work together

- Road Safety Advisory Council
- Rosalie Woodruff (Greens) re LGAT Budget Submission
- Teleconference with Crime Stoppers re their strategic plan
- Tom Middleton (ALP) re LGAT Budget Submission
- Wayne Davy CEO Tasplan re new developments
- Women's Honor Roll Luncheon (as judge)

Operational

- Commenced recruitment/ undertook interview processes to replace Policy Officer/Project Officer
- Executive Assistant and Strategic Communications Director Annual Performance Review
- Organised and participated in combined Conference Workshop with LG Professionals (Refer Agenda Item 2.7)
- Budget preparation activities
- Preparation for Performance Review
- Review of new draft IR Policies for LGAT
- Demonstration SharePoint Records Management
- Update of LGAT Governance Framework

1.7 MONTHLY REPORTS TO COUNCILS*

Circular Head Council/Clarence City Council

That Members note the reports for December 2018, January and February 2019.

Carried

Background:

Monthly reports to Councils that briefly outline Association activities and outcomes for the previous months are at **Attachment to Item 1.7**.

1.8 COUNCIL ROUND UPS

Circular Head Council/Clarence City Council

That Members determined there will not be a briefing at the July General Meeting.

Carried

Background comment:

Glenorchy City Council has offered to conduct a brief presentation on a matter that is of interest in their municipality.

The session also allows time for questions and provides an opportunity to briefly share and highlight problems or opportunities facing councils.

2. ITEMS FOR DECISION

2.1 LGAT RULE CHANGE

Contact Officer – Katrena Stephenson

Circular Head Council/City of Hobart

That the Meeting agree in principle to a change to the LGAT Rules to enable the outgoing President to Chair both the Annual General Meeting and General Meeting attached to the LGAT Conference, prior to the incoming President taking up the reins, with the change to be ratified at the LGAT AGM.

Carried

Background

At the December 2018 GMC meeting there was discussion around how to enable free participation at the LGAT AGM while still charging, as appropriate for participation at the adjacent General Meeting which comes at some considerable cost to LGAT (room hire, AV, catering). The cost of General Meetings has always been borne by Members on an attendance basis.

One of the difficulties of having the AGM at a set time is that in an election year, the AGM is held after the General Meeting as under the LGAT Rules the incoming President takes up the role at the conclusion of the AGM. It would be unfair to expect a new President to chair the biggest meeting of the year as their first duty.

Section 27 of the LGAT Rules (as adopted July 2018) is as follows:

- a. Subject to Rule 27(d), the President shall take up office at the conclusion of the Annual General Meeting following his or her election and shall hold office for a two year term concluding at the end of the relevant Annual General Meeting.*

Note that 27(d) relates to an election where the President has vacated office for whatever reason.

The rule could be amended as follows:

- a. Subject to Rule 27(d), The President shall take up office at the conclusion of the combined Annual General Meeting and General Meeting which immediately precede the LGAT Conference and*

Changing the rules to allow for chairing both meetings means that the AGM could be held first at a clearly advertised time with attendance at no cost (and no significant impact on costs/catering). Subsequently, those who have not registered and paid for the July General

Meeting could be asked to leave at the conclusion of the AGM. It makes the AGM more accessible but not at a cost borne by delegates attending the General Meeting/Conference.

While technically the rule could not be changed until the AGM, by securing agreement in principle, this minimises any risk of foreshadowing the change in the conference registration forms.

Budget Impact

There is a small budgetary risk related to delegates not differentiating between the AGM and General Meeting. This means some delegates may not register for the General Meeting believing it is also free to attend, or some may not leave after the AGM despite not being registered (impacting on catering etc). This can be managed through clear messaging in the lead up to the AGM/Conference as well as advice on the day.

Current Policy

Currently attendance at the AGM is captured as part of the paid registration for the General Meeting.

2.2 21ST CENTURY COUNCILS *

Contact Officer – Dion Lester

Central Coast Council/Latrobe Council

That Members endorse the following methodology for progressing the discussion on the future of the Tasmanian Local Government Sector.

Carried

Background

At the July General Meeting, Members noted the outcomes from the State Government funded feasibility studies into voluntary mergers and resource sharing and the continued public debate about the structure and number of councils.

As a result, the following question was posed:

Are Tasmanian councils best orientated¹ to service the needs of modern Tasmanian Communities?

In order to begin to address this question, at the December General Meeting LGAT staff facilitated a qualitative session (“kitchen table”) focussing on three key questions:

1. What are the current issues/weaknesses in how we deliver Local Government services?
2. How could we address these?
3. How should we progress the conversation about the future with the sector more broadly?

¹ Or structured, aligned, organised, arranged

The results of this kitchen table session have been analysed independently by two LGAT staff, with the key themes and ideas documented. The paper at **Attachment to Item 2.2**, provides a discussion on the results and is split into three parts.

Part 1:

A summary of the themes and some general suggestions for action. The themes are broadly categorised into four areas resources, services/facilities, standards and identity.

Part 2:

A framework to support critical thinking and analysis around the future of Local Government. This consists of two suggested actions:

- A. A summary paper - This is an important step in bringing all Local Government stakeholders up to speed on the history, context and drivers of discussions to date – we are not all at the same starting point; and
- B. A stakeholder interest/outcomes paper – Reform is not an outcome, it is a process. There is significant interest in “Local Government reform” but what outcomes are different stakeholders actually seeking.

In order to develop strategies and a process to address needs and support the sector through change, there is a need to have a sound understanding of the varying interests and desired outcomes. It is important to have a clear understanding of the diverse interests of key stakeholders comprising Local Government staff and elected members, residents, various industry organisations and other levels of Government.

Part 3:

A series of pilot projects to test change ideas that fit with the issues raised in the kitchen table exercise and the ideas and issues emerging out of the Part 2 investigations.

Prior to scoping any pilot projects, there is a need to consider those matters considered important by the various stakeholders, including the benefits and risks of different options (Part 2). In order to progress any work on the future of our sector to successful outcomes requires small incremental steps with involvement of stakeholders at each point.

Budget Impact

Parts 1 and 2 can be undertaken within current resources, however Part 3 would require dedicated further investment to ensure the pilot projects are designed and implemented effectively.

Current Policy

Strategic Plan:

- Facilitating change
- Building Local Government’s reputation
- Fostering collaboration
- Promoting financial sustainability
- Developing capacity and capability to deliver.

2.3 MOTION – RECOGNITION OF AUSTRALIA DAY *

City of Hobart/Kingborough Council

That LGAT lobby the Australian Government to change the date of Australia Day.

Lost

LGAT Comment

At it's 23 October 2017 Meeting the City of Hobart Council resolved that-

- 1) The Council officially support a change of date for Australia Day, to be held on a day other than 26 January, advocated by
- 2) Submitting the following motion to the next Local Government Association of Tasmania (LGAT) General/Meeting "that LGAT lobby the Australian Government to change the date of Australia Day".

At that time, it was less than twelve months since a similar motion had been considered by LGAT Members (put forward by City of Hobart at the July 2017 General Meeting) and which had been LOST.

Under 12c of the LGAT Rules:

"the General Management Committee may negotiate with a Member regarding the inclusion, or not, on the agenda of a subject matter seeking to be discussed at, or included in the Agenda of, a General meeting

If the subject matter or item:

- (i) Does not advance or concern the objects of the Association;*
- (ii) Has been considered at a General Meeting held in the period 12 months before the date of the notice from the Member;*
- (iii) Is considered by the General Management Committee not to concern a Sector Matter; or*
- (iv) Requires consideration by the Tasmanian Government and should be considered at the General Meeting to be held immediately following the Annual General Meeting.*

Hobart City Council had written seeking advice from LGAT with respect to progressing this matter and following feedback from GMC agreed to hold the item over so it was not debated again within 12 months. GMC also suggested that Council re-test the matter after Local Government Elections prior to resubmitting to LGAT was agreed.

LGAT Comment

At the July 2017 General Meeting the following motion was debated and narrowly lost (26 for, 27 against, 5 abstained) –

That LGAT, the 29 Councils and any individual Elected Members be requested to lobby the Federal Government to commence a conversation with the Australian public regarding the date of recognition of Australia Day.

A copy of the original motion and background is at **Attachment to Item 2.3**.

At the Australian Local Government Association National General Assembly (NGA) June 2017, a resolution was passed calling on the Assembly to encourage Australian councils to consider efforts they could take to lobby the Federal Government to change the date of recognition of Australia Day.

The Board of ALGA met subsequently to the NGA to consider this and other Assembly resolutions and determine Board Actions. While the ALGA Board noted the level of debate and the closeness of the result of the debate it was determined that it was not a priority for ALGA at that time.

In more recent times ALGA has responded to the Federal Government's commentary around Australia Day and Citizenship ceremonies. For example see **Attachment to Item 2.3** or the ALGA submission on Citizenship Ceremonies at <https://alga.asn.au/alga-submission-on-review-of-the-australian-citizenship-ceremonies-code/>

That submission notes:

"it is the responsibility of councils to be responsive to the views of their local communities. It appears that a very small number of councils that have moved their Australia Day celebrations and associated ceremonies away from 26 January are, in the spirit of Australian democracy, reflecting the desires of their communities. It may be uncomfortable to acknowledge the fact that some Australians identify 26 January as a day of mourning but this should not stop councils from trying to find a way to accommodate legitimate community views whilst celebrating everything that is great about our wonderful country. I do note that according to the Australia Day National Council, since Federation in 1901, Australia day has only been consistently celebrated on 26 January since 1988. It was previously celebrated on 30 July, 28 July and a variety of other dates".

2.4 MOTION – CHARITABLE EXEMPTION – RATES *

Brighton Council/Clarence City Council

That LGAT ask the State Government to immediately amend the *Local Government Act, Section 87, Exemption from rates*, to provide rate certainty and social equity. In particular rates should be applicable on all self-contained residential properties regardless of who owns the property.

Amendment Motion

Brighton Council/Clarence City Council

That LGAT establish a working group and seek legal advice if necessary, to develop a proposed amendment to section 87 of the Local Government Act, and specifically in regard to the definition charitable purpose, with a view to providing certainty and social equity in the application of rating exemptions.

That LGAT seek a firm commitment from the State Government to commence a review of the rating exemption provisions in the Local Government Act, with amendment to proceed as soon as practicable and ahead of the broader legislative review timeframes.

Carried

Background

Currently there are issues with certainty and social equity around exactly who is exempt from rates under the *Local Government Act*. Councils and rate payers have recently relied on the courts to assist in certainty and in some cases resulting in social equity issues. The recent Full Court decision handed down in the Supreme Court in Hobart on 12 November supported retirement villages owned by charitable organisations to be exempt from rates, yet retirement villages owned privately are not exempt. Even the term charitable is not clear when applied to an organisation.

Another example includes where currently Housing Tasmania properties are subject to rates, yet uncertainty exists if rates are exempt where ownership of that same property is transferred to a not for profit entity to manage.

Clearly if more properties are now exempt from rates then the rate burden will fall greater on the remainder that are left to pay rates.

LGAT Comment

This matter was discussed at the December 2018 General Meeting, refer **Attachment to Item 2.4.**

The High Court has since dismissed the special leave applications made by Kingborough/Clarence/Hobart/Meander Valley in relation to Southern Cross Care's rating and those councils have been ordered to pay costs.

The decision will have broader implications for rates paid by other similar entities throughout Tasmania. Since the Full Court decision is now the law on the correct interpretation of this exemption, it will extend to other ratepayers which are in similar circumstances. Since that time LGAT has raised the issue for discussion at the Premier's Local Government Council (PLGC) and in meetings with the Director of Local Government. We have pressed the need to provide legislative clarity as soon as possible, rather than wait for the outcomes for the Review of Local Government Legislation and/or High Court proceedings.

Pending the outcome of this Agenda Item, LGAT will formally write to the Minister to seek an urgent review, and in the meantime is building an understanding of how charitable exemptions are dealt with legislatively in other States.

3. ITEMS FOR DISCUSSION

3.1 COUNCILS ROLE AS A PLANNING AUTHORITY *

Contact Officer – Dion Lester

Circular Head Council/Devonport City Council

That Members note the feedback from the recent regional Planning Authority training workshops and initial consultation as part of the review of the Local Government Act and discuss the long-term future of councils role as a Planning Authority.

Carried

Follow general discussion it was determined that councillors had an important and influencing role when acting as a Planning Authority that should be maintained and that no further action or follow up was required in relation to this matter.

Background

LGAT has recently completed regional training sessions with (predominantly) new elected representatives covering the Tasmanian Planning System and councils' role as a Planning Authority. These sessions were attended by over 70 people. At each of these sessions there was considerable discussion on the issues and benefits of councils role as a Planning Authority. The central point discussed was the limitations imposed on elected representatives when acting as a Planning Authority, in essence a tension between wishing to represent their community's view and making decisions strictly in accordance with the planning scheme. This is a common feature of feedback from newly elected councillors after each Local Government election.

In parallel, LGAT attended each of the regional consultation sessions on the review of the Local Government legislative framework. A number of themes emerged from these discussions but one common theme across each of the regions was again questioning councils role as a Planning Authority under the *Land Use Planning and Approvals Act 1993*.

As members would appreciate, when a council is acting as a Planning Authority it must make decisions only in accordance with the planning scheme, and also limited to the discretions triggered by a particular application. The Planning Authority can only consider community views (via representations) as they relate to the particular discretion(s) exercised in each case. There are numerous cases of councils determining applications on the basis of community feedback that does not relate to the discretions and these decisions being overturned by the Appeal Tribunal, often resulting in significant costs being awarded against the council.

It is important to note that the feedback from the processes discussed above indicated a strong desire to retain the development of planning policy, should there be any change to council's role. Strategic planning, local area planning etc, planning scheme development and amendments would remain a council function with only the statutory planning (development applications) considered as a part of any discussions.

Should there be an appetite from the sector to explore options around removing the role of Planning Authority from councils, then there are examples of a number of different models already operating in other jurisdictions that we can draw on. **Attachment to Item 3.1** was prepared in 2015 and provides a brief summary (correct at the time of writing) on the models in place interstate (Development Assessment Panels in particular).

It is worth noting that the current State Government planning reform agenda has created a negative public perception of our planning system, which by association includes Local Government's performance in delivering it.

Local Government has also had to be reactive to the various reforms, both from a resource and communication perspective and has meant that some of the critical aspects of the planning system, that many argue require reform, have been ignored to date.

While LGAT Members have had similar discussions over the last decade and determined not to press for change, the significant turnover in councillors, the public debate on planning matters and the extended planning reform agenda means that it is timely to once again test this matter.

Planning reform will be a significant and ongoing part of the State Government agenda for many years. As a sector we need to decide whether we wish to wait to see what further changes are proposed by State Government and react accordingly, or whether we get on the front foot and clearly articulate what we believe are the important reforms and lead the discussion accordingly.

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan:

- Facilitating change
- Fostering collaboration
- Developing capacity and capability to deliver

4. ITEMS FOR NOTING

4.1 LOCAL GOVERNMENT ACT REVIEW *

Contact Officer – Katrena Stephenson

Clarence City Council/Northern Midlands Council

That Members note the report on progress on the review of the Local Government Act.

Carried

Background

In June 2018 the Minister for Local Government announced a ‘roots and branches’ review of Tasmania’s Local Government legislation framework. Comment was sought on the Terms of Reference which were finalised in November 2018. There are a number of matters out of scope of this review including council amalgamations and Code of Conduct provisions.

A governance structure was finalised at the end of 2018. The Review is being governed by a Steering Committee. Local Government representatives on that Committee are the LGAT CEO Katrena Stephenson, former Tasman Mayor, Roseanne Heyward and former Meander Valley General Manager (and Chair of the Local Government Board) Greg Preece. The Steering Committee meets monthly.

The Steering Committee will be supported by a Reference Group comprising membership from a broad range of backgrounds including Local Government and Industry. Appointments to the Reference Group have now been announced. They are:

- Doug Chipman Mayor, Clarence City Council
- Peter Freshney Mayor, Latrobe Council
- Kerry Vincent Mayor, Sorell Council
- Cheryl Arnol Councillor, Glamorgan-Spring Bay Council
- Claire Smith Director Organisational Performance, Waratah Wynyard Council
- Lynette While Director Community & Development Services, Meander Valley Council
- John Brown General Manager, Break O'Day Council
- Andrew Paul General Manager, Clarence City Council
- Karen Abey Solicitor, Simmons Wolfhagen
- Margaret Taylor Community member
- Pamela Allan Adjunct Professor, School of Technology, Environment & Design, UTAS
- Craig Perkins CEO, Regional Development Australia, Tasmania

- Rhonda Skelton Board Member, Northern Midlands Business Association
- Kym Goodes CEO, Tasmanian Council of Social Services (TasCoss)
- Luke Martin CEO, Tourism Industry Council Tasmania
- Brian Wightman Executive Director, Property Council of Australia, Tasmania Division
- Michael Bailey CEO, Tasmanian Chamber of Commerce and Industry (TCCI)

The Reference Group will be independently facilitated with each meeting to focus on a particular subject matter. Reference Group meetings commence in March. Steering Committee Members will not be attending the Reference Group Meetings.

The Premier's Local Government Council will have ongoing oversight of the project and following release of a Government Directions Paper, technical working groups will be formed to support the development of appropriate legislative responses.

A discussion paper was released in late 2018 inviting submissions until 1 March 2019. The paper is seeking only broad input on principles and represents Phase 1 of consultation. A number of forums were held regionally to allow for public, sector and industry input into the paper as well as through a survey or written submission. The Paper canvassed a range of questions around governance and powers, democracy and engagement, revenue and expenditure, performance transparency and accountability as well as seeking feedback on any other matters. Over 370 submissions were received. LGAT's submission, the draft of which was tested with Members, is at **Attachment to Item 4.1**. All submissions, as well as a summary, are now available on the Local Government Division website.

There will be further opportunity for broad sector input into the process in Phase 2 (June to August 2019) with the release of the Directions Paper and in Phase 3 (March-May 2020) with the release of a draft Bill.

The Project Team are releasing a regular newsletter. Anyone can subscribe through the Local Government Division website.

Budget Impact

Within current budget.

Current Policy

Strategic Plan

Focus Area Facilitating Change

Priority Area 2 Support the sector through the next stages of Local Government Reform

4.2 WASTE MANAGEMENT

Contact Officer – Dion Lester

Clarence City Council/Northern Midlands Council

That Members note the following report.

Carried

Background

Improved waste and resource management has been an on-going and sustained area of LGAT advocacy for many years now, with recent activity including the commencement of the LGAT Statewide Waste Arrangements Feasibility Study (the Study). The Study is looking at how existing or new arrangements would potentially cover the planning, co-ordination and delivery of waste policies, strategies, programs and services to support better waste management across the state of Tasmania. In the latter part of 2018 LGAT was successful in securing a 50% funding contribution from the State Government for this work, reducing council contributions to \$45,000.

In late 2018 tenders were sought from a range of providers to undertake the Study. There were four very high-quality submissions, with Victoria based firm Urban EP selected to undertake the work.

The project is being delivered in two parts:

- Part A:** Collate evidence and present findings on the needs for and benefits of a Statewide Waste Management Arrangement.
- Part B:** Develop the purpose, role, functions and governance of this statewide arrangement as necessary to deliver on its agreed functions and support local and regional initiatives.

In delivering on Part A, engagement with core stakeholders was seen as integral to building the evidence base for a statewide arrangement. Further, engagement will build legitimacy in the study's findings and help bring councils together in prosecuting the case for a statewide arrangement (pending the project's outcomes and recommendations).

Workshops were held from 13 to 22 February 2019. The table below summarises the organisations that participated in each two-hour workshop, with attendance facilitated through invitations and reminders sent by LGAT & regional waste authorities.

Date & locatio	Targeted participants	Representation achieved
13 Feb 2019 Hobart	Waste Strategy South Member council staff Member council elected representatives	12 participants spanning: Hobart Council Huon Valley Council Kingborough Council Brighton Council Derwent Valley Council Glenorchy Council

15 Feb 2019 Burnie	Cradle Coast Waste Management Group Member council staff Member council elected representatives	14 participants spanning: Devonport Council Latrobe Council Kentish Council Waratah-Wynyard Council Circular Head Council Burnie Council Central Coast Council
20 Feb 2019 Hobart	Tasmanian Government representatives (officers and managers)	6 participants spanning: EPA Tasmania Department of State Growth
20 Feb 2019 Hobart	Resource recovery industry representatives	3 participants spanning: Veolia Waste Management Glenorchy Recovery Shop
22 Feb 2019 Launceston	North Tasmania Waste Management Group Member council staff Member council elected representatives	12 participants spanning: Launceston Council West Tamar Council George Town Council North Midlands Council Break O'Day Council Meander Valley Council

The workshops each involved an introduction and background to the project and two exercises with participants.

Exercise 1 involved having participants share their views on the successes and challenges in waste management at statewide, regional and local levels. This activity yielded a range of thematic areas that could then be delved into during Exercise 2 and provided an indication of the areas of demand to which a statewide arrangement could potentially respond.

The purpose of **Exercise 2** was to unpack up to three priority themes where it was felt (across the workshop) that current outcomes in waste management could be improved, potentially via the introduction of additional functions at a statewide level.

Based on this exploration of themes during the workshops, the Part A report will focus its analysis on the case for a statewide arrangement that carries functions associated with the following priorities, while retaining scope to adapt to emerging concerns:

- Organics resource recovery;
- Package waste recycling and minimisation;
- Addressing barriers to services and infrastructure; and
- Managing end of life tyres and dealing with illegal dumping.

For the Part A report, which will be completed by early April, a comparison with other jurisdictions will examine how these themes are dealt with in those locations, as well as investigating how state, regional and local entities work together to deliver better waste management outcomes across those various scales.

At the completion of the Part A report, the Project Reference Group will make a recommendation for General Management Committee endorsement if the Study moves to Part B. This will be based on Part A demonstrating a need and benefits from additional or amended Statewide Waste Management Arrangements in Tasmania.

Current Policy

Strategic Plan:

- Facilitating change
- Building Local Government's reputation
- Fostering collaboration
- Developing capacity and capability to deliver

4.3 PLANNING REFORM

Contact Officer – Dion Lester

Clarence City Council/Northern Midlands Council

That Members note the following report.

Carried

Background

The State Government's number one planning reform priority is to establish the Tasmanian Planning Scheme, which they accept can best be achieved by supporting councils in the preparation of their Local Provisions Schedules (LPSs). The Government has indicated that the other key areas of reform, being the development of the Tasmanian Planning Policies, update of the regional land use strategies, review of the residential provisions and improvements to subdivision legislation, will only commence once all councils have submitted their LPSs to the Tasmanian Planning Commission (TPC).

Councils are currently preparing their LPSs, with a number having been submitted to the TPC in draft form and Meander Valley Council advertising their LPS in the latter part of last year, with hearings expected in the next few months. The Minister for Planning has set a target date for the submission of all LPSs to the TPC by the middle of 2019. To support this target the Government has established a specialised project team within the TPC, to assist the councils. The team is currently working with council planners to identify what further assistance might be required. Council visits are also underway by the TPC Commissioner, John Ramsay, to provide councillors with an update and outline important aspects of the process.

In addition, LGAT facilitated a statewide meeting of Local Government Strategic Planners in late 2018 to discuss issues and concerns and to share information on beneficial approaches. At this meeting the online platform that Meander Valley Council used for public exhibition of their LPS was discussed and generally recognised as useful. LGAT has collated a list of councils interested in utilising it and has secured a commitment from the State Government to contribute towards a whole of sector licence, to reduce the cost for interested councils, which will be hosted by LGAT. We are currently awaiting further details from the State Government.

Current Policy

Strategic Plan:

- Building Local Government's reputation
- Fostering collaboration
- Developing capacity and capability to deliver

4.4 LOW COST AND FREE PUBLIC CAMPING

Contact Officer – Dion Lester

Clarence City Council/Northern Midlands Council

That Members note the following report.

Carried

Background

At the December 2017 Premier's Local Government Council (PLGC) meeting, the State Government agreed to establish a stakeholder group to provide advice to Government on the practical application of competitive neutrality principles to council-owned RV parking and camping facilities. This was in response to Local Government concerns on the interpretation and application of National Competition Policy principles.

This review has been overseen by senior representatives from the Departments of Premier and Cabinet, Treasury and Finance and State Growth. As part of the process a stakeholder reference group was established with representatives from LGAT and Local Government generally, caravan park operators and RV tourists and camping facility consumers. The stakeholder group met on three occasions, the first to outline issues and concerns and the second and third to provide feedback on draft options papers developed by Treasury.

The Final Policy Statement for the application of Competitive Neutrality Principles has now been approved by the Minister for Local Government and is available on the Department of Treasury and Finance's website at:

<https://www.treasury.tas.gov.au/economy/economic-policy-and-reform/public-camping-competitive-neutrality-policy>.

The Final Policy predominantly provides a codification of the general approach that the Economic Regulator has been applying to all the recent complaints. Although there are some useful improvements that have been made. These include confirming a threshold of 10% within a 60km drive for determining significant business activity and also allowing councils to get a Ministerial Statement confirming a public benefit to not applying full cost attribution.

Pages six and seven of the policy provide a useful summary and the two attachments will be useful for their relevant applications.

The release of the policy generated significant public interest, with a number of external stakeholders contacting LGAT with concerns. LGAT has maintained our initial position that updating the competitive neutrality policy for public camping was not addressing a number of the key causes of the issue, being a lack of understanding around the demand and supply of low cost (and commercial) camping in Tasmania. Since the release of the policy we have continued our advocacy for this work to occur.

While this is a Final Policy statement, LGAT has written to all General Manager's to invite feedback on the practical application of the Policy over the next twelve months, to inform future advocacy efforts.

Current Policy

Strategic Plan:

- Building Local Government's reputation
- Fostering collaboration
- Developing capacity and capability to deliver

4.5 ROADS AND JETTIES ACT 1935

Contact Officer – Michael Edrich

Clarence City Council/Northern Midlands Council

That Members note the following report.

Carried

Background

At the March 2018 General Meeting, LGAT Members considered and approved a motion (Item 2.5) for LGAT to advocate to the Tasmanian Government to amend section 11 of the *Roads and Jetties Act 1935*. The aim was to improve the way this section delineated road maintenance responsibilities between State and Local Government.

LGAT has been successful in its advocacy and the Tasmanian Government has passed amendments to section 11 of the Act, which now reads:

11. Maintenance of State highways, &c., in cities, &c.

- (1) Subject to [subsection \(2\)](#), where in a city, town or village there is a footpath on one side or both of a State highway or subsidiary road –

- (a) *the Minister is required to maintain and reconstruct –*
 - (i) *the carriageways and the surface lying between them, in the case of 2 paved carriageways divided by a median strip;*
 - (ii) *the carriageway and the overtaking lane, in the case of a single paved carriageway incorporating an overtaking lane;*
 - (iii) *a paved carriageway not exceeding 7.4 metres in width, in the case of a single undivided paved carriageway;*
 - (iv) *a paved carriageway not exceeding 4.3 metres in width, in the case of a carriageway providing a traffic lane to a traffic interchange; and*
 - (iva) *in the case of a State highway comprising more than one lane in a single direction, the carriageway; and***
 - (v) *the culverts and bridges over which the State highway or subsidiary road runs; and*
 - (b) *the remainder of the State highway or subsidiary road, including drainage and shoulders but not culverts and bridges, shall be maintained and reconstructed by the local authority.*
- (2) *The Minister, with the agreement of the relevant council, may maintain or reconstruct a State highway or a subsidiary road otherwise than in accordance with [subsection \(1\)](#).***

Councils may now negotiate an alternative maintenance arrangement with the Tasmanian Government through agreement with the Minister for this Act, currently the Minister for Infrastructure², Jeremy Rockliff MP.

Although this amendment provides more and better options for councils in delineating road maintenance responsibilities, the change opens up the potential for varying and inconsistent arrangements and delineations across the state. Therefore, councils may want to consider liaising with their neighbouring councils when proposing road maintenance arrangements with the State. Furthermore, early discussions with Department of State Growth personnel are recommended prior to formal proposals being presented to the Minister.

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan:

- Facilitating change
- Fostering collaboration
- Promoting financial sustainability

² See *Administrative Arrangements Order 2019*:

<https://www.legislation.tas.gov.au/view/html/inforce/current/sr-2019-006#JS1@HS14@EN>

4.6 ENVIRONMENTAL HEALTH OFFICER TRAINING. Contact Officer – Dion Lester

Clarence City Council/Northern Midlands Council

That Members note the following update on training and workforce development for Environmental Health Officers (EHOs).

Carried

Background

At the July 2018 General Meeting, members supported a motion for LGAT to lobby the University of Tasmania (UTAS) for the continuation of the Bachelor of Health Science (Environmental Health) or similar tertiary degree that is eligible for the Environmental Health University Course Accreditation with Environmental Health Australia.

UTAS' Bachelor of Health Science (Environmental Health) was a professionally accredited program designed to produce graduates who could work as EHO's in State and Local Government and specialised allied health fields. In January 2017 the University announced the course was in teach out mode (that is to be phased out).

LGAT, the Department of Health, EPA and Environmental Health Australia (EHA Tas) have had a number of discussions with UTAS for a replacement course. The University's School of Medicine has agreed to progress with collective planning and mapping for a Graduate Diploma of Environmental Health course, with a course commencement in 2020, subject to UTAS approving the course governance and business planning processes.

As part of this training course, the need for student placements within Tasmanian councils was raised as an issue that would need to be addressed.

The likely replacement course for EHOs in Tasmania will go some way to addressing the workforce shortage, however there are a number of other factors that must also be addressed. To investigate these factors and also support the development of the Graduate Diploma, LGAT is lobbying the Department of Health, UTAS and the EPA to support a project that would result in a workforce development plan for EHOs. If successful, the plan will:

- Document the legislative and desirable tasks required of an EHO in Tasmania;
- Determine the factors influencing the recruitment and retention of EHOs in Local Government; and
- Determine strategies to support training for a Tasmanian environmental health workforce.

If completed the workforce development report would inform the course development process of UTAS, but also help to characterise and address the other challenges to establishing a sustainable EHO workforce in Tasmania. At this stage there is strong support for the concept

from the key stakeholders but a final agreement has not been reached on level of contribution.

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan:

- Facilitating change
- Fostering collaboration
- Developing capacity and capability to deliver

4.7 COMMUNITY SATISFACTION SURVEY

Contact Officer – Deb Leisser

Clarence City Council/Northern Midlands Council

That Members note the following report and indicate to LGAT their interest in being involved in the community satisfaction at the local council level by 30th April.

Carried

LGAT State-wide Survey

The Community Satisfaction Survey, being conducted by Metropolis Research, is close to completion. To date around 1000 of the 1200 surveys have been completed and some preliminary key results (State-wide) are below.

Rating Scale

<i>Excellent</i>	Scores of 7.75 and above are categorised as excellent
<i>Very good</i>	Scores of 7.25 to less than 7.75 are categorised as very good
<i>Good</i>	Scores of 6.5 to less than 7.25 are categorised as good
<i>Solid</i>	Scores of 6 to less than 6.5 are categorised as solid
<i>Poor</i>	Scores of 5.5 to less than 6 are categorised as poor
<i>Very Poor</i>	Scores of 5 to less than 5.5 are categorised as very poor
<i>Extremely Poor</i>	Scores of less than 5 are categorised as extremely poor

Satisfaction with Council's Overall Performance

Overall satisfaction with council is 6.92 out of ten, which is “good”, it’s notably lower in the City regions (Burnie, Clarence, Devonport, Glenorchy and Launceston) at 6.5 and notably higher in the Urban regions (Brighton, Central Coast, Kingborough, Meander Valley and West Tamar) at 7.46.

The previous satisfaction survey in 2015 reported average satisfaction of 70, which equates to 7.00 on the scale used for this survey. Metropolis Research advises that it is too early to report change over time with significant certainty, however the preliminary judgement is that satisfaction has effectively remained the same.

Satisfaction with Services and Facilities

Average satisfaction with services and facilities was 7.2 out of ten or “good”. Highest satisfaction was for the regular garbage collection service (8.11) or “excellent” and the lowest satisfaction was for Council planning and building (5.61) or “poor”.

Satisfaction with Governance and Leadership

Satisfaction with aspects of governance and leadership were marginally lower than overall satisfaction (which is as expected) but all have satisfaction scores in the “good” range.

The fact that satisfaction with governance and leadership is lower than overall satisfaction reflects that satisfaction with services and facilities tends to be a significant factor underpinning the higher overall satisfaction result.

Customer service

A little more than one-quarter of respondents had contacted Council in the last twelve months. Most contacts were via telephone (52%) and visits in person (32%). Overall satisfaction with the customer service experience was 6.83 “good”.

Most Important Issues to Address in the Local Area

The most important issues that respondents believe should be addressed in their local area were roads maintenance and repairs, traffic management and planning and development issues.

The Image of Local Government

The image of Local Government more broadly was rated at only 6.11 or “solid”, a result that is measurably lower than satisfaction with Council’s overall performance (6.92). This is an interesting result and will be explored further in the final report.

Population Growth

Satisfaction with the change in population over the last four years was 6.64 “good” and, satisfaction with planning for population growth was 5.99 “poor”.

Housing

Average satisfaction with the availability of housing that meets community needs was 5.02 out of ten “very poor” and satisfaction with the affordability of housing was almost identical at 5.08 “very poor”.

These housing related results are very low and suggest significant community concern around housing availability and affordability. They are clearly correlated with the satisfaction with population growth results.

Perception of Safety

The average perception of safety during the day was very high at 8.62, with just 3.2% of respondents feeling unsafe (rating 0 to 4). Safety at night was lower than during the day at 7.72, with 10.2% of respondents feeling unsafe in public areas at night.

The surveying will continue until 1200 surveys are completed. The final report will provide data analysis at the City, Urban and Rural and South, North and North East and Northwest and West area levels.

Community Satisfaction at the Local Council Level

Individual council surveys will follow and LGAT will work with interested councils and Metropolis Research to develop and run these surveys that will provide accurate and reliable information at the local level and compare local area level performance with region and state performance.

So far Glenorchy City, Northern Midlands, Break O'Day, City of Launceston, Central Coast, City of Hobart and Sorell have expressed early interest in working with LGAT and Metropolis Research to complete Local Government area level surveys. Other interested councils are requested to let Deborah Leisser (Deborah.Leisser@lgat.tas.gov.au) know by Tuesday 30 April.

Budget Implications

The State-wide Community Satisfaction Survey is already funded through council contributions to LGAT.

Facilitation and coordination of Community Satisfaction Surveys at the individual council level by LGAT (in consultation with councils) is not currently funded and will be costed on a fee for service basis, with the cost to be determined once the final number of interested councils is known.

Current Policy

Strategic plan:

- Building Local Government's Reputation
- Developing Capacity and Capability to Deliver

Priority Area 8

Deliver a refreshed statewide community satisfaction survey.

4.8 FINANCIAL ASSET MANAGEMENT

Contact Officer – Michael Edrich

Clarence City Council/Northern Midlands Council

That Members note the following report.

Carried

Background

LGAT is continuing to support councils in asset management. To do this, LGAT is collaborating with Local Government asset management professionals and supporting council-led initiatives.

One outcome of the statewide asset management meeting in October was a desire from professionals for improved communication with and guidance from the Tasmanian Audit Office (TAO). Consequently, LGAT met with the TAO Deputy Auditor-General, Ric De Santi, who was very willing to contribute to the continuing professional development of the sector through attendance and presentations at our state-wide meetings, responding to sector questions and issues, providing input into the production and upkeep of LGAT's asset management resources, and other options. The next statewide meeting is in April and will include participation from the TAO and also the Local Government Division.

Amongst the resources hosted on the LGAT Extranet is a set of twenty-one Financial and Asset Management Practice Summaries, a copy can be found for reference at <http://www.lgat.tas.gov.au/page.aspx?u=623>.

These Practice Summaries provide guidance for asset managers on a range of topics, specific to the Tasmanian context and legislation. These resources are now four years old, so LGAT is liaising with IPWEA members and the Tasmanian Asset Management Group to scope a project to update the practice notes (reflecting updates to legislation and accounting standards) and to identify useful additions or improvements to the set. The TAO has given an early indication of willingness to assist in technical review.

LGAT will continue to support the collaboration between councils' asset management professionals and find ways to promote the initiatives that arise from it.

Budget Impact

Asset Management Practice Summary Update project work is currently being scoped, but as the original Financial and Asset Management Project retains some residual funding, the update work is intended to be fully funded within that residual amount.

Current Policy

Strategic Plan:

- Building Local Government's reputation
- Fostering collaboration
- Promoting financial sustainability
- Developing capacity and capability to deliver

4.9 POLICY UPDATE

Contact Officer – Dion Lester

Clarence City Council/Northern Midlands Council

That Members note the Policy Update which provides a brief overview on a range of matters.

Carried

Emergency Management

Fire Services Act

The State Government is currently reviewing the *Fire Services Act 1979* and all subordinate legislation. An issues paper was released in June last year with several councils and LGAT providing submissions. The Independent Chair of the Steering committee, Mr Michael Harris, resigned from his position on 30 January 2019 and has been replaced by Mr Michael Blake.

Mr Michael Blake met with LGAT in February to discuss the LGAT submission and Local Government issues. It is expected that a further discussion paper with a range of options will be released to stakeholders for consultation in the next couple of months.

Municipal Emergency Management Guidelines

LGAT and the State Emergency Service were successful in receiving grant funding to update the Municipal Emergency Management Guidelines to support Municipal Emergency Management Committees in fulfilling their roles and responsibilities under the *Emergency Management Act 2006*. The Guidelines will incorporate the plethora of changes to the emergency management arrangements since 2010, including changes to the Act, risk assessment, and relief and recovery arrangements among other things.

Andrea Heath has been engaged as the consultant to manage the project and consultation. The project plan has been completed and consultation commenced.

Energy

Pricing Advocacy

LGAT has been active in its advocacy role around the TasNetworks network and distribution pricing reset, particularly in relation to street lighting. LGAT has provided two submissions to the Australian Energy Regulator (AER) in relation to the TasNetworks pricing reset. The revised TasNetworks proposal included some savings to councils for street lighting but it is hoped that when the AER hands down its final decision in April further savings will be included.

Procurement

In 2014 non-metred public lighting energy became contestable. As a result, LGAT facilitated two rounds of competitive procurement processes for the sector, which to date has resulted in significant savings (approximately \$500K- \$800K per annum) for the sector. The latest contract is coming to an end on 30 June 2019 and LGAT will run a similar combined competitive procurement process for non-metered public lighting for the sector. A request for quotation is currently being put together for a consultant to coordinate the tender process.

Climate Change Projects

LGAT is continuing to support councils on climate change related issues through coordinating with the Tasmanian Government and the Southern Tasmanian Councils Authority (STCA) on several projects.

The Tasmanian Climate Change Office's (TCCO) *Coastal Hazards Management for Existing Settlements and Values Project* is at its final stage, with the report understood to be complete. LGAT assisted in an advisory capacity and document review. The Tasmanian Government is now beginning the process of considering the findings and how to take them to the next stage. The report may be released to stakeholders or the public in the future.

The TCCO's Climate Resilient Councils project is temporarily on hold as the Office undergoes some reorganisation.

LGAT is also collaborating with the STCA Regional Climate Change Initiative (RCCI) in two projects, a Regional Coastal Hazards Strategy and a combined Regional Climate Change Strategy and Action Plan Template. Although necessarily focused on STCA councils, LGAT's involvement represents an opportunity to both support southern councils and share lessons from the projects with north and north-west councils in pursuing their own regional responses and strategies or informing state wide initiatives involving Local Government.

Recycling

Many of you would have seen the media reports on the temporary closure of a couple of SKM's facilities in Victoria (Laverton and Coolaroo).

<https://www.abc.net.au/news/2019-02-18/melbourne-councils-send-recycling-to-landfill-after-plants-shut/10814412>

In mid February, SKM voluntarily shut down its Geelong site in order to prevent a level of stockpiling that would attract a further notice from EPA. It seems likely that most of the affected councils (approx. 30 Victorian councils) will have little choice but to start sending recyclables to landfill.

The following has been taken from a recent report from the Municipal Association of Victoria (MAV):

Victoria's recycling industry is in crisis, with four sites of one of the major recyclers, SKM, unable to receive recycling material due to significant non-compliance issues of concern to the Victorian Environment Protection Authority (EPA) at two of those sites. Another recycler, Polytrade has also been served with a non-compliance notice on one of its sites. As a result, many councils have had no option but to redirect their kerbside recycling to landfill. The stockpiling of recyclable materials is causing EPA and others significant concern with an EPA taskforce set up to regularly inspect high risk sites they have identified across the state.

For Southern Tasmania, our understanding is that to date there has been no impact on services as the majority of recyclables processed at Derwent Park are sent direct to markets both within Australia and Internationally. The only product that is sent to Victoria's SKM facilities are some bulk grades of paper, and SKM is looking to move these deliveries direct to market from Derwent Park, rather than to Victorian Materials Recovery Facilities.

LGAT is monitoring the situation closely.

4.10 ROYAL COMMISSION INTO INSTITUTIONAL RESPONSE TO CHILD SEX ABUSE **Contac Officer – Dion Lester**

Decision Sought

That Members note the following report.

Background

The Royal Commission into Institutional Responses to Child Sexual Abuse (the Royal Commission) has been completed and the recommendations handed down.

On 4 November 2016, the Australian Government announced its intention to establish a National Redress Scheme for individuals who experienced institutional sexual abuse as

Children. In May 2018, the Tasmanian Government committed to joining the National Scheme.

Each State Government has been asked to engage with Local Government by the Scheme Operator (the Commonwealth Department of Social Services) to provide information which may assist your sector to consider whether to participate in the National Redress Scheme and how that may occur. Staff from the Tasmanian Royal Commission Response Unit in the Department of Justice are currently meeting with councils to progress this discussion.

Attachment to Item 3.2 provides a Fact Sheet on the National Redress Scheme in Tasmania.

In addition, there is also a project underway by the State Archivist to implement the recordkeeping recommendations handed down by the Royal Commission. The additional **Attachment to Item 3.2** provides a briefing note for General Managers and Mayors on this project.

Current Policy

Strategic Plan:

- Building Local Government's reputation
- Fostering collaboration

4.11 NATIONAL UPDATE

Contact Officer – Katrena Stephenson

Clarence City Council/Northern Midlands Council

That Members note the report on activity being undertaken by the Australian Local Government Association (ALGA).

Carried

Background

In February this year, the ALGA Board undertook a facilitated strategic planning meeting to consider a variety of corporate and strategic issues. Matters discussed included waste and recycling, population, settlement, housing and planning, community services, Local Government workforce issues, regional tourism and arts and culture. The Board Members also had the opportunity to meet with the Federal Minister for Local Government, Bridget McKenzie and the Shadow Minister for Local Government, Stephen Jones.

Participants considered outcomes against the 2017-2020 Strategic Plan as part of the broad review and generally agreed that the priorities were still current with one revision to be considered at the 14 March Board meeting relating to preparation and response to disasters.

Also to be considered is the draft Action Plan, developed to reflect the Board's detailed discussions on strategy and priority areas for action over the next year.

Additional items for discussion at the forthcoming Board Meeting include:

- Federal election advocacy;
- 'State of the Assets' reporting;
- The National Waste Policy Action Plan; and
- The upcoming National General Assembly (16-19 June)

A further verbal update will be provided at the LGAT General Meeting.

Budget Impact

Does not apply.

Current Policy

Focus Areas

Building Local Government's Reputation, Fostering Collaboration.

4.12 COMMUNICATIONS, EVENTS AND TRAINING UPDATE

Contact Officer – Kate Hiscock

Clarence City Council/Northern Midlands Council

That Members note the following update regarding LGAT's communications, events and training.

Carried

Communications

LGAT's monthly e-newsletter, the Pulse, brings you information regarding Local Government activities, policies, legislation and LGAT's advocacy activities as well as upcoming LGAT events and training for members. The Pulse includes links to the LG Noticeboard and our Better Councils Better Communities page. Sign up [here](#).

Also keep an eye out for the next edition of LGTas, due to be released in April 2019. LG Tas is a bi-annual online magazine style publication to promote the Local Government sector with a focus on Member's achievements and activities.

Overview of Activities

Proactive communications activities since the last General Meeting in addition to media queries include:

- LGAT President feature article on Tasmanian Local Government Sector in LG Focus February edition;

- Articles promoting the LG Tas sector submitted to Australian LG Handbook and LOIS Magazine;
- Letter to the editor Advocate 11 March 2019 correcting and providing context on rates capping; and
- The Pulse February edition.

Since the last General Meeting LGAT has facilitated key events and training activities including:

- Mayors' Professional Development Day;
- Break O'Day Councillor induction;
- Fire abatements training;
- LGAT Stakeholder Event;
- Engaging Champions Workshop;
- Cross Sectoral International Women's Day Awards Luncheon;
- Audit Panel Training; and
- Planning Authority Training in the north-west, north and south

International Women's Day Awards Luncheon

This inaugural event, held on 8 March attracted over 270 attendees. The Awards represent a partnership between LGAT, TasCoss and the State Government with sponsorship by Tasplan. The event was designed to inspire and recognise excellence being achieved by women in the Local Government Sector, the Community Service Industry and the State Public Service in Tasmania. Attendees were addressed by Her Excellency Professor the Honourable Kate Warner AC, Governor of Tasmania, Minister for Women the Honourable Jacqui Petrusma MP and Kat Henry (NIDA Corporate) over lunch. The event was live-streamed to Devonport.

Local Government Award Winners were Mayor Bec Enders (Huon Valley Council) and Erica Lowry, Community Services Project Officer (Break O'Day Council).

See the latest edition of The Pulse for more <https://us14.campaign-archive.com/?u=a3fb6b694cc457805027bda84&id=8d06564b9e>

Upcoming Events and Training

The LGAT Events Calendar can be found on our website [here](#)

Upcoming Training and Development opportunities include:

March 2019	Date	Location	Information
Elected Members Professional Development Weekend	23-24 March	Launceston	Click here
April 2019			

Engaging Champions Leadership Program Session 3	1 April		
General Managers' Workshop	3-4 April		
May 2019			
LGAT Regional Breakfasts	8,9, 16 May		
Mayors' Professional Development Day	30 May		
June 2019			
2IC Workshop	5 June		

LGAT Annual Conference

The 2019 LGAT Annual Conference will be held from 3-5 July at Wrest Point, Hobart. Planning for the Conference, themed "Finding Your Voice" is well under way. The Sponsorship Prospectus has been launched with many sponsors and trade exhibitors already coming on board.

Program development is almost complete including the following Plenary Speakers:

- Heather Rose, Award winning Tasmanian Author;
- Mayor Tim Shadbolt, New Zealand's longest serving Mayor;
- Penny Terry, ABC radio presenter and Creative Director of Healthy Tasmania Pty Ltd;
- Matt Pinnegar, CEO LGA South Australia; and
- David O'Loughlin, President ALGA.

We will also be bringing back the Panel discussion by popular demand, featuring our federal elected representatives following the federal election.

Based on feedback from Members, the workshop series will be refreshed, with a greater focus on showcasing Tasmanian councils' achievements as learning opportunities. In addition, there will be greater opportunity for members' networking and direct contribution through a revised structure incorporating symposium style shorter presentations and collaborative working. Registration will be available very soon!

Budget Impact

Within current budget.

Current Policy

LGAT Strategic Plan:

- Building Local Government's reputation
- Fostering collaboration
- Developing capacity and capability to deliver

4.13 LGAT ANNUAL PLAN UPDATE *

Contact Officer – Dion Lester

Clarence City Council/Northern Midlands Council

That the Members note the following report against the LGAT Annual Plan.

Carried

Background

At **Attachment to Item 4.12** is a report against the LGAT Annual Plan for consideration.

Budget Implications.

Within current budget.

5. OTHER BUSINESS & CLOSE

There being no further business, the President declared the Meeting closed at 1.00pm.

Item 2.1 LGAT Rule Change

Total Responses: 51

Item 2.1 LGAT Rule Change

Circular Head Council/City of Hobart

That the Meeting agree in principle to a change to the LGAT Rules to enable the outgoing President to Chair both the Annual General Meeting and General Meeting attached to the LGAT Conference, prior to the incoming President taking up the reins, with the change to be ratified at the LGAT AGM.

1. For ☒ 51
2. Against ☐
3. Abstain ☐



Participant	Response	Weight
Break O'Day Council 1	[No Response]	1
Brighton Council 2	For	2
Burnie City Council 3	For	2
Central Coast Council 4	For	3
Central Highlands Council 5	For	1
Circular Head Council 6	For	1
Clarence City Council 7	For	4
Derwent Valley Council 8	For	2
Devonport City Council 9	For	3
Dorset Council 10	For	1
Flinders Council 11	[No Response]	1
George Town Council 12	[No Response]	1
Glamorgan/Spring Bay Council 13	[No Response]	1
Glenorchy City Council 14	For	4
Hobart City Council 15	For	4
Huon Valley Council 16	For	2
Kentish Council 17	For	1
Kingborough Council 18	For	3
King Island Council 19	[No Response]	1
Latrobe Council 20	For	2
Launceston City Council 21	For	4
Meander Valley Council 22	For	2

Northern Midlands Council 23	For	2
Sorell Council 24	[No Response]	2
Southern Midlands Council 25	For	1
Tasman Council 26	For	1
Waratah - Wynyard Council 27	For	2
West Coast Council 28	For	1
West Tamar Council 29	For	3

Item 2.2 21st Century Councils

Total Responses: 51

Item 2.2 21st Century Councils

Central Coast Council/Latrobe Council

That Members endorse the following methodology for progressing the discussion on the future of the Tasmanian Local Government Sector.

1. For  47
2. Against  4
3. Abstain  0



Participant	Response	Weight
Break O'Day Council 1	[No Response]	1
Brighton Council 2	For	2
Burnie City Council 3	For	2
Central Coast Council 4	For	3
Central Highlands Council 5	For	1
Circular Head Council 6	For	1
Clarence City Council 7	For	4
Derwent Valley Council 8	For	2
Devonport City Council 9	For	3
Dorset Council 10	For	1
Flinders Council 11	[No Response]	1
George Town Council 12	[No Response]	1

Glamorgan/Spring Bay Council 13	[No Response]	1
Glenorchy City Council 14	For	4
Hobart City Council 15	For	4
Huon Valley Council 16	For	2
Kentish Council 17	For	1
Kingborough Council 18	For	3
King Island Council 19	[No Response]	1
Latrobe Council 20	For	2
Launceston City Council 21	Against	4
Meander Valley Council 22	For	2
Northern Midlands Council 23	For	2
Sorell Council 24	[No Response]	2
Southern Midlands Council 25	For	1
Tasman Council 26	For	1
Waratah - Wynyard Council 27	For	2
West Coast Council 28	For	1
West Tamar Council 29	For	3

Item 2.3 Recognition of Australia Day

Total Responses: 51

Item 2.3 Recognition of Australia Day

City of Hobart/Kingborough Council

That LGAT lobby the Australian Government to change the date of Australia Day.

1. For 15
2. Against 32
3. Abstain 4



Participant	Response	Weight
Break O'Day Council 1	[No Response]	1
Brighton Council 2	For	2
Burnie City Council 3	Against	2

Central Coast Council 4	Against	3
Central Highlands Council 5	Against	1
Circular Head Council 6	Against	1
Clarence City Council 7	Against	4
Derwent Valley Council 8	Against	2
Devonport City Council 9	Against	3
Dorset Council 10	Against	1
Flinders Council 11	[No Response]	1
George Town Council 12	[No Response]	1
Glamorgan/Spring Bay Council 13	[No Response]	1
Glenorchy City Council 14	For	4
Hobart City Council 15	For	4
Huon Valley Council 16	For	2
Kentish Council 17	Against	1
Kingborough Council 18	For	3
King Island Council 19	[No Response]	1
Latrobe Council 20	Against	2
Launceston City Council 21	Abstain	4
Meander Valley Council 22	Against	2
Northern Midlands Council 23	Against	2
Sorell Council 24	[No Response]	2
Southern Midlands Council 25	Against	1
Tasman Council 26	Against	1
Waratah - Wynyard Council 27	Against	2
West Coast Council 28	Against	1
West Tamar Council 29	Against	3

Item 2.4 Charitable Exemption – Rates

Total Responses: 49

Item 2.4 Charitable Exemption - Rates

Foreshadowed Amendment

Brighton Council/Clarence City Council

That LGAT establish a working group and seek legal advice if necessary, to develop a proposed amendment to section 87 of the Local Government Act, and specifically in regard to the definition charitable purpose, with a view to providing certainty and social equity in the application of rating exemptions.

That LGAT seek a firm commitment from the State Government to commence a review of the rating exemption provisions in the Local Government Act; with amendment to proceed as soon as practicable and ahead of the broader legislative review timeframes.

1. For 49
2. Against 0
3. Abstain 0



Participant	Response	Weight
Break O'Day Council 1	[No Response]	1
Brighton Council 2	For	2
Burnie City Council 3	[No Response]	2
Central Coast Council 4	For	3
Central Highlands Council 5	For	1
Circular Head Council 6	For	1
Clarence City Council 7	For	4
Derwent Valley Council 8	For	2
Devonport City Council 9	For	3
Dorset Council 10	For	1
Flinders Council 11	[No Response]	1
George Town Council 12	[No Response]	1
Glamorgan/Spring Bay Council 13	[No Response]	1
Glenorchy City Council 14	For	4
Hobart City Council 15	For	4
Huon Valley Council 16	For	2
Kentish Council 17	For	1
Kingborough Council 18	For	3
King Island Council 19	[No Response]	1
Latrobe Council 20	For	2

Launceston City Council 21	For	4
Meander Valley Council 22	For	2
Northern Midlands Council 23	For	2
Sorell Council 24	[No Response]	2
Southern Midlands Council 25	For	1
Tasman Council 26	For	1
Waratah - Wynyard Council 27	For	2
West Coast Council 28	For	1
West Tamar Council 29	For	3

**CENTRAL COAST COUNCIL
AUDIT PANEL**



UNCONFIRMED MINUTES OF MEETING

Minutes of meeting held on Monday 3 June 2019 at the Council Chamber, Central Coast Council commencing at 9.06am.

1 Present

Members – Robert Atkinson (Chairperson), Tom Hughes, Cr Gary Carpenter and Cr Philip Viney.

Officers - Sandra Ayton (General Manager), Bill Hutcheson (Director Organisational Services).

2 Apology

Nil

3 Confirmation of Minutes

Resolved unanimously that the minutes of the meeting held on 26 March 2019 be confirmed as true and correct.

4 Business Arising

4.1 Compliance Register Schedule - Refer item 7.3

4.2 Capitalization Thresholds - Refer item 6.6

4.3 2019 Work Plan - Refer item 7.1

5 Risk Management

5.1 Claims Update – Workers Compensation Summary circulated with agenda and noted.

5.2 Potential Claims – none to report.

6 Financial Management

6.1 Financial Reports for quarter ended 31 March 2019 had been circulated to the Panel with agenda. The following comments were made:

- Whilst commentary has improved there is still some work to do;
- Council feels more confident with these reports;

- Need to improve on accrual accounting. There are too many end of year journals which means a true position is not indicated in the reports. Journals should occur on a quarterly basis to coincide with reporting cycle;
 - There needs to be improvements made to the Balance Sheet.
- 6.2 Capital Works Program 2018-19 for period ended March 2019 was circulated. The following comments were made
- Progress against budget would also be useful.
- 6.3 Draft 2019-20 Budget & Annual Plan
- Not complete due to lateness of return of property valuation figures;
 - More appropriate would be a discussion paper of the process and the risks considered;
 - Major projects discussed;
 - \$6.2M borrowings;
 - Interest free borrowings will be paid off in 2 years;
 - Projects brought forward when funding opportunities arise.
- 6.4 Long Term Financial Plan
- Not yet finalised.
- Action: When complete the budget and Long Term Financial Plan should be sent to the Audit Panel members.***
- 6.5 Major Projects
- Discussed as part of budget discussions.
- 6.6 Capitalization Thresholds
- This item was not discussed and should be referred to the next Audit Panel Meeting.

7 Governance

- 7.1 2019 Work Plan – Cover Page and Discussion paper prepared by Tom Hughes
- Tom presented his report;
 - He went through the process to understand what audit panels do and what are their legislative obligations;
 - Best practice guides have a very large list of what should be included but this would not be possible in the time allowed;
 - Independent internal audits are the best mechanism;

- The Audit Panel should be looking for evidence;
- Sandra wanted direction on what should be provided to the Panel;
- Tom suggested that IT should be the first subject for the Audit Panel to consider. He will put together something for Sandra to consider.
- Sandra highlighted to changes to the agenda in light of Tom's report eg Risk Management and IT as sections of the agenda;
- Chair thanked Tom for his report.

7.2 Audit Panel Assessment Report

- Chair to complete overview and forward to Sandra;
- Overall satisfaction in the Audit Panel;
- Working Plan going forward needed some work.

Action: Sandra and Bill to complete assessment and forward directly to the Chair for discussion at next meeting.

7.3 Compliance Register Schedule

- LGAT to complete this task before consideration by Audit Panel.

8 Items to Note

- ### 8.1 Related Transactions Policy
- Noted.

9 General Business

Nil

Meeting closed 10:18am.



dulverton
waste management

STRATEGIC PLAN 2019/20 – 2024/25

This is a public document

Revision and Issue Status

Issue Number	Date Issued	Changes Made	Issued to	Authorised By
1	20.02.2019	Draft 1	Board	CEO
2	03.05.2019	Incorporating Owner Representatives and Board feedback from previous meetings	Board	CEO
3	27.06.2019	As directed at 03.05.2019 Board meeting.	Owner Representatives	Board
4	28.06.2019	As approved by Owner Representatives at 27.06.2019 meeting.	All	Owner Representatives and Board

Introduction

This document presents the Strategic Plan for Dulverton waste Management (DWM) for the next 5 years.

The Strategic Plan 2019/20 – 2024/25 supersedes the *Strategic Plan 2015/16 – 2019/20* as this plan was largely accomplished.

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1. Strategic Context

- 1.1 The management of waste in the Cradle Coast region of Tasmania is undertaken, to a large extent, by seven municipal Councils, all of which use the services of DWM to varying extents. The Councils act collaboratively at a strategic level through the Cradle Coast Waste Management Group (CCWMG) which has identified strategies relating to waste diversion, regional waste planning and efficiencies, partnerships and community engagement. The CCWMG has identified that grant funding, joint initiatives and partnerships with industry; waste producers and government are critical factors supporting the successful implementation of strategies to manage waste in this region.
- 1.2 CCWMG focus on reducing carbon emissions, conserving landfill space and reducing the toxicity of waste landfilled. The priority waste streams for the region include municipal organics, building and demolition waste and, hazardous and electronic waste.
- 1.3 CCWMG are reviewing the regional waste governance arrangements. At the November 2018 CCWMG meeting, the group supported the Governance Project report which included a recommendation *“That the preferred option to be adopted as the waste management governance model is an expanded Dulverton Waste Management Joint Authority.”* A material change in the governance arrangements may have an impact on the Strategic Direction.
- 1.4 Key waste management operations in the region comprise:
 - a. Kerbside refuse collection
 - b. Kerbside recycling collection
 - c. The operation of:
 - i. waste transfer stations; and,
 - ii. land fills
 - d. Waste material recovery and,
 - e. Large scale composting.
- 1.5 This Strategic Plan operates in the context of a range of policies at national, state and local levels. These include:
 - a. The National Waste Policy 2018 Less Waste, More Resources
 - b. 2011 Product Stewardship Act (and Regulations)
 - c. The Australian Packaging Convention
 - d. Clean Energy Act 2011 incorporating a carbon pricing mechanism
 - e. The Tasmanian Waste and Resource Management Strategy 2009
 - f. Waste Management 2020 and Beyond (The Southern Waste Strategy Authority)
 - g. The Northern Tasmanian Waste Management Group's *5 Year Strategy 2017 – 2022*
 - h. Cradle Coast Waste Management Group's *Strategic Plan 2017-2022*

1.6 There has been no clear direction given by the Government regarding the introduction of a compulsory state-wide waste levy. Historically when the matter has been raised, it has had limited support by both major political parties.

1.7 The Action Plan in the Strategic Plan 2015/16 – 2019/20 is largely delivered:

- Site safety systems, and DWM's identification and management of risk progressed substantially,
- DWM's site operations, financial reporting and long term planning is strong,
- DWM's waste knowledge and expertise increased at all levels of the organisation, and
- DWM's reputation with regulators and industry is sound.

2. Background

2.1 Dulverton Regional Waste Management Authority trading as Dulverton Waste Management (DWM) is owned by Central Coast, Devonport, Kentish and Latrobe Councils (Participating Councils), their equity is 36.82%, 43.45%, 8.48% and 11.25% respectively. The Authority has developed this Plan as required by the Rules (as adopted on 01st September, 2016).

2.2 This Strategic Plan has been prepared in consultation with the Representatives of its Participating Councils and works closely with the Cradle Coast Waste Management Group's *Strategic Plan 2017-2022*.

2.3 This Strategic Plan has been approved by these Councils and is operational from the 28th of June 2019.

2.4 This Strategic Plan refers to the period 2019/20 – 2024/25 and sets out the DWM's strategic position, strategies, actions and targets/performance measures to be achieved by DWM during this period.

2.5 The Strategic Plan is deliberately focused at the strategic and policy level. Within DWM other plans address issues and objectives at the operational level.

2.6 Implementation of the Strategic Plan is the responsibility of the DWM board of directors.

2.7 The Strategic Plan is designed to be implemented with actions reviewed on a four-monthly basis.

2.8 The Strategic Plan will be comprehensively reviewed annually or more frequently if directed by the Board.

3. Core Activities

The core activities, in accordance with the Rules of the Authority are: *the management of waste*.

4. Vision

Dulverton Waste Management is seen as an innovative organisation and recognised as leaders in waste management in Tasmania.

5. Values

- a. Maintenance of a safe operating environment at each DWM workplace.
- b. Maintenance and enhancement of relationships with our community/stakeholders that are based upon openness, trust, fairness, honesty and integrity.
- c. Adherence to and compliance with relevant and accepted ethical standards, codes of conduct and legislation in all the Authority's business dealings.
- d. Fair treatment of DWM employees and encouragement of employee initiative, teamwork and enthusiasm.
- e. Commitment to excellence and continual innovation and improvement in our business.

6. Structure of the Plan

Table 1 of the Strategic Plan, the Strategic Directions Plan, comprises four major components:

- a. Position – where does DWM want to be?
- b. Strategies – How DWM will achieve the position?
- c. Actions – How DWM will achieve the strategies?
- d. Targets/Performance Measures – The measure of a successful action.

7. Major Strategic Positions

The Strategic Plan identifies the following major strategic positions DWM intend to address during the life of the plan;

- A. DWM business as usual includes developing, maintaining and enhancing operational practices which minimise risk and maximise efficiency.
- B. DWM provide the mix of waste treatment technologies to support the communities and industries of our region and State.
- C. DWM have the resources which enable it to act with agility and maximum effectiveness and grow revenues.
- D. DWM is viewed as the first choice for sustainable waste solutions in Tasmania.

Table 1 outlines DWM's Strategic Directions Plan.



**Central Coast
Youth Engaged Steering Committee
Minutes of a meeting held at
Ulverstone Secondary College
Leven Street, Ulverstone
Thursday, 27 June 2019 at 9.15am**

Doc ID: 328155



PRESENT:

Cr Philip Viney (Councillor/Accountant/Ulverstone Lions Club); **Melissa Budgeon** (Community Wellbeing Officer – Central Coast Council [CCC]); **Debra Lynch** (Minute taker – Central Coast Council [CCC]); **Mel Blake** (Beacon Foundation, Collective Ed – USC); **Mathew Grining** (Principal PDS); **Tim Wilson** (Teacher – LCS); **Natalie Winchcombe** (Teacher – NWCS); **Michael Walsh** (Leven Training Centre & Switch Tasmania); and **Jill Chisholm** (CSYS Guest Speaker)

Student Representatives – **Chantelle Knaap**, **Sarah McCauley** and **Alec Turale** (Student Reps – USC); **Piper Newton** and **Ella Atkinson** (Student Reps – PDS); **Jonas Moore** and **Eloise Piper** (Student Reps – LCS); and **Emily Archer** and **Emily Carter** (Students Reps. – NWCS).

1 WELCOME

Sarah McCauley chaired the meeting, supported by Cr Viney. Sarah welcomed everyone and declared the meeting open at 9.20am.

2 APOLOGIES

Sandra Ayton (General Manager – Central Coast Council [CCC]); **Glenn Mace** (Principal – LCS); **Glen Lutwyche** (Principal – USC) and **Yolande Vandenberg** (Central Coast Chamber of Commerce and Industry [CCCCI]); **Aaron Meldrum** (Beacon Foundation, Collective Ed. USC); and **Jordan Maine** (Student Rep – PDS)

3 GUEST SPEAKER

Jill Chisholm from Cornerstone Youth Services Inc. (CYS) made a presentation to the meeting. Jill explained that she delivers a range of services to young people aged 12 – 25, their families and friends, in North and North-West Tasmania focusing on health promotion, education, early intervention and prevention, advocacy, case management and developing

help-seeking behaviours. This service is provided in Hobart, Launceston and Devonport. Devonport being a satellite of the Launceston office.

CSYS runs the Headspace program and works with people who need assistance with mental health issues.

Jill suggested that perhaps students could discuss ideas with fellow students about a campaign to promote the positivity of the community, being proud of their town and ways to express and share this positivity to the broader community, maybe through an art project or social media etc.

Mike Walsh suggested that this be placed on the next meeting Agenda for discussion.

4 MINUTES OF THE PREVIOUS MEETING

Eloise Piper moved and Emily Archer seconded, "That the Minutes of the previous meeting held on 30 May 2019 be confirmed"

Carried

5 MATTERS FOR DISCUSSION FROM PREVIOUS MEETING

5.1 Article for Central Coast Voice

As Yolande Vandenberg was an apology to the meeting this item is to be carried over.

5.2 National Leadership Camp 2019

Melissa Budgeon reported that Millie Porter and Piper Newton will be attending the camp, during the first week of the school holidays.

Melissa will go through the itinerary with the girls to finalise their trip.

5.3 The Voice of Youth Central Coasters

Melissa Blake gave a PowerPoint presentation on the Youth Voice workshop. 130 students and 25 adults attended.

The feedback and statistics collected from the workshop was presented in a PowerPoint presentation, the presentation to be sent out to all Representatives and schools.

5.4 Youth Makeover Space project

To be carried over to next meeting.

5.5 *Videoing the meeting*

To be carried over to the next meeting.

6 MEMBERS REPORTS

Penguin District School

- . Grade 8's performed in the drama section of the Burnie Eistedfodd.
- . Our new dance classes will have their first performance for the grade 5/6 classes tomorrow.
- . Our primary classes are putting on a public performance for Dancefever. I will be heading along as one of the helpers for grade 5.
- . Yesterday a group of Year 9's participating in a Health careers day at the Rural Health Clinic.
- . A group of students competed at Don College in a Rock-Climbing challenge.
- . We have had our School and Interhigh X Country. Our school event was won by the Duncan Sharks.
- . The Student Board have planned a number of activities, including weeklong movie screenings and fundraisers for causes that are relevant to our community.
- . Maths Methods exams were held yesterday for a group of 14 year 10 students. It wasn't as stressful as many of us thought that it was going to be.
- . Bell Shakespeare came in and gave a performance to the year 7-10 students.
- . Our grade 10 group was split between Rotary Youth Driver Awareness and grade 10 Heath Careers Day.
- . Our Animal Studies class went to Farmlet by the Sea. We were able to meet alpacas, lambs, birds and sheep.
- . Our Primary campus students had a visit from Musica Viva - The performance was called Zeeko.
- . Our year 10's have had the first of their 'Thinking about Hellyer Day' I had a look at Biology 3, English 3 and Retail Cosmetics.
- . Grade 9/10 students have been making rocket stoves in Metalwork - They celebrated with a big cook up making toasties and bacon.
- . Community Services classes have been heading to Coroneagh Park, signing songs and playing games with the residents.
- . Dr Alice Motion came in as a guest speaker and provided some complimentary information on year 9/10 science.
- . A group of students from year 9 and 10 went to Drysdale House for Tourism and Hospitality Showcase. We made crème brulee, made tents, coffees, met tourists coming of the spirit of Tasmanian and other activities relevant to that industry
- . Students were able to go to opt in, to an after-hours trip to Legally Blonde on our new school bus. We were really impressed.

Leighland Christian School

. *Excursions included:*

- 1 Our Senior Drama and Theatre Performance students viewed Geneva Christian College's performance of 'Mary Poppins Jr' at the Don Centre.
- 2 Selected Year 9 and 10 students were given the opportunity to participate in the Central Coast Youth Voice Workshop at Penguin. This was a wonderful experience for the students and assisted the organisers in gaining valuable feedback from today's youth to assist in their strategic plan for the future.
- 3 Year 8 Dance, Year 8 Drama and Year 9/10 Drama classes travelled to the Door of Hope in Launceston to view a Disney musical performance of 'High School Musical'.

. *Activities included:*

- 1 Our Year 10 class participated in the annual Rotary Youth Driver Awareness Program.
- 2 The Year 10 English class held a movie night at school. It was also open up to students from other English classes who are serious about extending their studies. Films viewed to fit in with the current class text being studied were 'The Help' and 'Remember the Titans'.
- 3 Our Year 9 and 10's completed their exams and our 11/12 students will wrap theirs up tomorrow.

. In Sport, the Sport and Physical Recreation class participated in Wing Chun training sessions and selected students participated in the Inter HS Cross Country.

. A 'Health Day' was held for our Year 8 students. This was a day spent looking at various ways to have a healthy lifestyle. Three guest speakers spoke about Financial Health, Spiritual Health and Mental health which was supplemented by three staff members talking about staying safe in the digital world, how neurodiversity makes us different and how this impacts relationships with others and keeping a good balance between healthy nutrition and exercise.

. The Student Leadership team held their first Year 7 and 8 Boys' Night titled 'Blackout'. It was a night of intentional investment into the lives of this younger age group. The boys came together to hang out, play games hear from one of our ex-students and eat pizza! This was on the back of successful Girls' nights that the Student Leadership team have run in the past.

North West Christian School

- . Primary school had two weeks of swimming at Ulverstone. Every morning they enjoyed time learning new skills and swimming techniques on an excursion to the pool.
- . High school had their midyear exams last week. It was a busy time with students studying for the exams and teachers marking test papers.
- . On Monday, there was a student free day where the teachers continued to mark exams and write midyear reports.
- . We had students participate in the inter-high cross country held at Penguin last Wednesday. Everyone was happy with their achievement, including the success of two of our students placing second in the grade 7 girls' race and 12th for the boys' grade 7
- . We had two basketball coaches from the Thunder Basketball Team take sport for the primary. They came in time for lunch break where the high school students were able to sharpen their skills at basketball. After lunch, some of the high school students stayed to keep learning and assist the primary students as they too learnt and perfected their skills.
- . The high school students that are going to Hong Kong have received the hoodies that they ordered. The jumpers have been made part of the uniform and the students that are going on the trip have been seen wearing them around school. We had money donated from Beach Way Hotel.
- . The primary school has been exploring World War Two. The girls in grade 3,4,5 have been looking at the nurses that served throughout the war and the boys have been exploring weapons including tanks and trunks.
- . The strings and the choir visited the Ulverstone Seventh-day Adventist church to take the service for them. There were several plays done and after they put on lunch for us.
- . There is going to be a silent auction on the 29th of June, this will be our major fund raiser for the students that will be going to Hong Kong. Items have been generously donated from stores around Ulverstone and Penguin to auction off on the night.

Ulverstone Secondary College (USC)

MyEducation update

- . On Friday 31 May, 20 Year 9 students participated in Creating My Career at Burnie TAFE. Students selected a career cluster that interested them prior to the day, then participated in hands-on information sessions relating to their cluster.

- . On Monday 3 June some Year 10 students travelled to Launceston to participate in the UTAS Discovery Day. There, students from different schools separated into career workshops such as Law, Music, Mathematics, Psychology and many more.

Packages of Learning/Ignite update

- . After finishing their passion project, the Ignite class has started on a new project. The project is to find a good way to advertise for students to successfully complete year 12, as Tasmania is 10% below the mainland average completion rate.
- . We also have the Ulverstone football top from the Anzac Day game designed by the class.

Grade 11 and 12 update

- . Year 11 and 12 students had exams last week.

Other

- . We were interested in doing a survey of our students to see how many students currently have casual or part-time work. We were interested to see:
 - the industries that students are working in;
 - how many hours a week they are working during school hours;
 - how late they are working during school hours;
 - how many days a week they work and their sleep patterns;
 - whether work is impacting on their education;
 - whether employers are supportive of their education; and
 - whether or not employees are encouraging young people to finish Year 12.
- . We wondered whether other schools would like to be involved in this also to gather a snapshot of what is happening on the Central Coast in relation to this issue.

Action: For future discussion.

7 GENERAL BUSINESS

Mel Blake presented to the meeting to consider, “Should we have acknowledgement of country at the beginning of each meeting”. Agenda item for next meeting. Melissa to speak with someone in the Council with regards to what and how this could be done.

8 REVIEW OF MEETING

A review of today's meeting:

Mike Walsh congratulations to students on their reports.

The meeting thanked Sarah McCauley for chairing the meeting.

9 NEXT MEETING

The next meeting to be held on Thursday 25 July 2019 at the Central Coast Council, 19 King Edward Street, Ulverstone at 9.15am.

As there was no further business to discuss the meeting concluded at 10.22am.

**SCHEDULE OF CORRESPONDENCE RECEIVED ADDRESSED TO
MAYOR AND COUNCILLORS**

Period: 18 June to 15 July 2019

- . Letter requesting that the Council consider replacing the roof of the band rooms in Crescent Street, Ulverstone within future budgets.
- . A letter of follow up in relation to the drainage channel and road surface on Dial Road, Penguin.
- . Two letters expressing concerns regarding UPC Renewables proposed high voltage transmission towers installation and the impact on Leven Canyon Reserve area.



Sandra Ayton
GENERAL MANAGER

**SCHEDULE OF DOCUMENTS FOR AFFIXING OF
THE COMMON SEAL**

Period: 18 June 2019 to 15 July 2019

Documents for affixing of the common seal under delegation

- . Final Plan of Survey
36 Top Gawler Road, Gawler
Application No. 216067
- . Memorandum of Understanding
Between Cradle Coast Authority and
Central Coast Council, Devonport City Council and Latrobe Council
Collectively the 'Cradle Coast Shared Pathway Project Control Group'.



Sandra Ayton
GENERAL MANAGER

SCHEDULE OF CONTRACTS AND AGREEMENTS

(Other than those approved under the Common Seal)

Period: 18 June to 15 July 2019

Contracts

. Nil

Agreements

- . APH Agreement
Unit 5 Cooina, 35-37 Main Street, Ulverstone
- . Lease Agreement
Penguin Golf Club Inc. and Central Coast Council
Agreement for five years commencing 1 December 2017
- . Lease Agreement
Department of Primary Industries, Parks, Water and Environment and Central Coast Council
Lease for 10 years commencing 1 October 2018
Crown land at Delaneys Falls, Raymond Road, Preston – PID 3461179
(1,400m²)
- . Lease Agreement
Rear building at 10 Industrial Drive, Ulverstone
\$20,500.00 per annum
- . Deed of novation
Open Office Pty Ltd ("Open Office") to Open Office Holdings Pty Ltd
("Holdings) and Central Coast Council
Novate the rights, obligations and liabilities of Open Office under the
Agreements to Holdings on the terms of the Deed with effect from
25 June 2019



Sandra Ayton
GENERAL MANAGER

Central Coast Council
List of Development Applications Determined
Period from: 1 June to 30 June 2019

Application Number Display	Address	DA Type	Proposed use	Application Date	Decision Date	Day determined	Cost Of Works
DA2018188	31 Overall Street SULPHUR CREEK, TAS, 7316	Discretionary	Residential (outbuilding – shed)	15/01/2019	7/06/2019	22	\$15,000.00
DA2018230	13 Fairair Court ULVERSTONE, TAS, 7315	Permitted	Storage (including storage units and storage warehouses)	4/03/2019	4/06/2019	20	\$1,000,000.00
DA2018234	Hearps Road WEST ULVERSTONE, TAS, 7315	Discretionary	Residential (subdivision – 23 lots) internal lots and variation to lot orientation	7/03/2019	12/06/2019	41	\$400,000.00
DA2018244	CT115730/1 & CT207932/1 45 Jordans Road NORTH MOTTON, TAS, 7315	Discretionary	Resource development (subdivision – reconfiguration of boundaries)	15/03/2019	14/06/2019	25	\$10,000.00
DA2018251	491 Forth Road FORTH, TAS, 7310	Discretionary	Residential (retrospective application for landfill and excavation and subsequent works to reshape fill material)	21/03/2019	17/06/2019	49	\$30,000.00
DA2018253	10 Export Drive ULVERSTONE, TAS, 7315	Discretionary	Manufacturing and processing (factory and administration block) – variation to the building height and car parking standard	22/03/2019	12/06/2019	99	\$700,000.00
DA2018254	35 and 39 Sice Avenue HEYBRIDGE, TAS, 7316	Permitted	Residential (Subdivision – reconfiguration of boundaries)	22/03/2019	11/06/2019	10	\$1,500.00
DA2018258	CT129915/2 Gunns Plains Road GUNNS PLAINS, TAS, 7315	Discretionary	Passive recreation	26/03/2019	18/06/2019	33	\$30,000.00

Central Coast Council
List of Development Applications Determined
Period from: 1 June to 30 June 2019

DA2018271	45 Wilmot Road FORTH,TAS,7310	Discretionary	Educational and occasional care (demolition works, additions and car parking)	9/04/2019	14/06/2019	36	\$650,000.00
DA2018273	40 Explorer Drive TURNERS BEACH,TAS,7315	Discretionary	Residential (dwelling and outbuilding – shed)	10/04/2019	7/06/2019	21	\$380,000.00
DA2018274	14 Mission Hill Road PENGUIN,TAS,7316	Permitted	Residential (deck, sunroom, carport and retaining walls).	15/04/2019	7/06/2019	17	\$120,000.00
DA2018282	5 Wadecliff Rise ULVERSTONE,TAS,7315	Discretionary	Residential (dwelling)	30/04/2019	7/06/2019	28	\$400,000.00
DA2018283	33 Risby Street ULVERSTONE,TAS,7315	Permitted	Residential (boundary adjustment)	30/04/2019	18/06/2019	20	\$0.00
DA2018287	2 Clerke Street PENGUIN,TAS,7316	Discretionary	Residential (outbuilding – garage)	2/05/2019	21/06/2019	31	\$30,000.00
DA2018289	34 Allport Street West LEITH,TAS,7315	Discretionary	Residential (outbuilding – carport/shed)	2/05/2019	4/06/2019	25	\$19,500.00
DA2018290	94 Preservation Drive PRESERVATION BAY,TAS,7316	Discretionary	Residential (dwelling)	6/05/2019	18/06/2019	33	\$380,000.00
DA2018291	17 Bowman Drive PENGUIN,TAS,7316	Discretionary	Residential (two dwellings)	6/05/2019	7/06/2019	28	\$420,000.00
DA2018295	64 Leven Street ULVERSTONE,TAS,7315	Discretionary	Residential (outbuilding – shed) – variation to side setback	13/05/2019	19/06/2019	30	\$21,007.00
DA2018296	31 Clerke Street LEITH,TAS,7315	Discretionary	Residential (outbuilding – carport extension)	13/05/2019	19/06/2019	30	\$18,000.00

Central Coast Council
List of Development Applications Determined
Period from: 1 June to 30 June 2019

DA2018300	2 George Street ULVERSTONE,TAS,7315	Discretionary	Residential (dwelling additions)	17/05/2019	19/06/2019	21	\$50,000.00
DA2018306	279 Nine Mile Road SULPHUR CREEK,TAS,7316	Discretionary	Resource development (machinery shed)	22/05/2019	19/06/2019	23	\$50,000.00
DA2018308	12 Beach Street LEITH,TAS,7315	Discretionary	Residential (outbuilding – roofed verandahs x two)	23/05/2019	28/06/2019	28	\$10,000.00
DA2018313	48 South Road PENGUIN,TAS,7316	Discretionary	Residential (outbuilding – carport)	29/05/2019	28/06/2019	28	\$3,000.00
DA2018321	276 Ironcliffe Road PENGUIN,TAS,7316	Permitted	Residential (dwelling and outbuilding – shed)	11/06/2019	28/06/2019	10	\$300,000.00
DA2018330	24 Arcadia Avenue TURNERS BEACH,TAS,7315	Permitted	Residential (outbuilding – carport)	13/06/2019	21/06/2019	3	\$10,000.00

**SCHEDULE OF STATUTORY DETERMINATIONS
MADE UNDER DELEGATION**

Period: 1 June to 30 June 2019

Building Permits – 2

• New dwellings	0	\$0.00
• Outbuildings	0	\$0.00
• Additions/Alterations	1	\$65,000.00
• Other	1	\$1,690,000.00
• Units	0	\$0.00

Demolition Permit – 0

Permit of Substantial Compliance – Building – 14

Notifiable Work – Building – 14

• New dwellings	3	\$830,000.00	
• Outbuildings	8	\$200,500.00	
• Additions/Alterations	2	\$75,000.00	
• Other	1	\$575,000.00	(Factory/Upgrade)

Building Low Risk Work – 3

Certificate of Likely Compliance – Plumbing – 12

No Permit Required – Plumbing – 2

Food Business registrations (renewals) – 12

Food Business registrations – 2

Temporary Food Business registrations – 1

Mobile (stall/van) 12 month Statewide Food Business Registrations – 1

Public Health Risk Activity Premises Registration – 0

Public Health Risk Activity Operator Licences – 0

Temporary Place of Assembly licences – 0



John Kersnovski
DIRECTOR INFRASTRUCTURE SERVICES



REVISION				
Rev	Description	Date	Int.	App.
S401	ISSUED FOR INFORMATION	3/04/2019	RS	KG
S402	ISSUED FOR INFORMATION	4/04/2019	RS	KG
S403	ISSUED FOR INFORMATION	9/04/2019	RS	KG
S404	ISSUED FOR INFORMATION	16/04/2019	RS	KG
S405	ISSUED TO WORKING GROUP	17/04/2019	RS	KG
S406	ISSUED FOR INFORMATION	24/04/2019	RS	KG
S407	ISSUED FOR INFORMATION	30/04/2019	RS	KG
S408	ISSUED FOR INFORMATION	1/05/2019	RS	KG
S409	ISSUED TO CLIENT FOR PUBLIC CONSULTATION ISSUED FOR PREPARATION	13/05/2019	RS	KG
S410	ISSUED FOR REVIEW	27/05/2019		
S411	ISSUED FOR INFORMATION	28/05/2019	PL	HC
S412	ISSUED FOR INFORMATION	11/06/2019	PL	HC
S413	ISSUED TO WORKING GROUPS	25/06/2019	PL	HC

GROUND FLOOR PLAN
SCALE 1:100
0mm 1000 2000 3000 4000 5000
North

ULVERSTONE CULTURAL PRECINCT

CENTRAL COAST COUNCIL

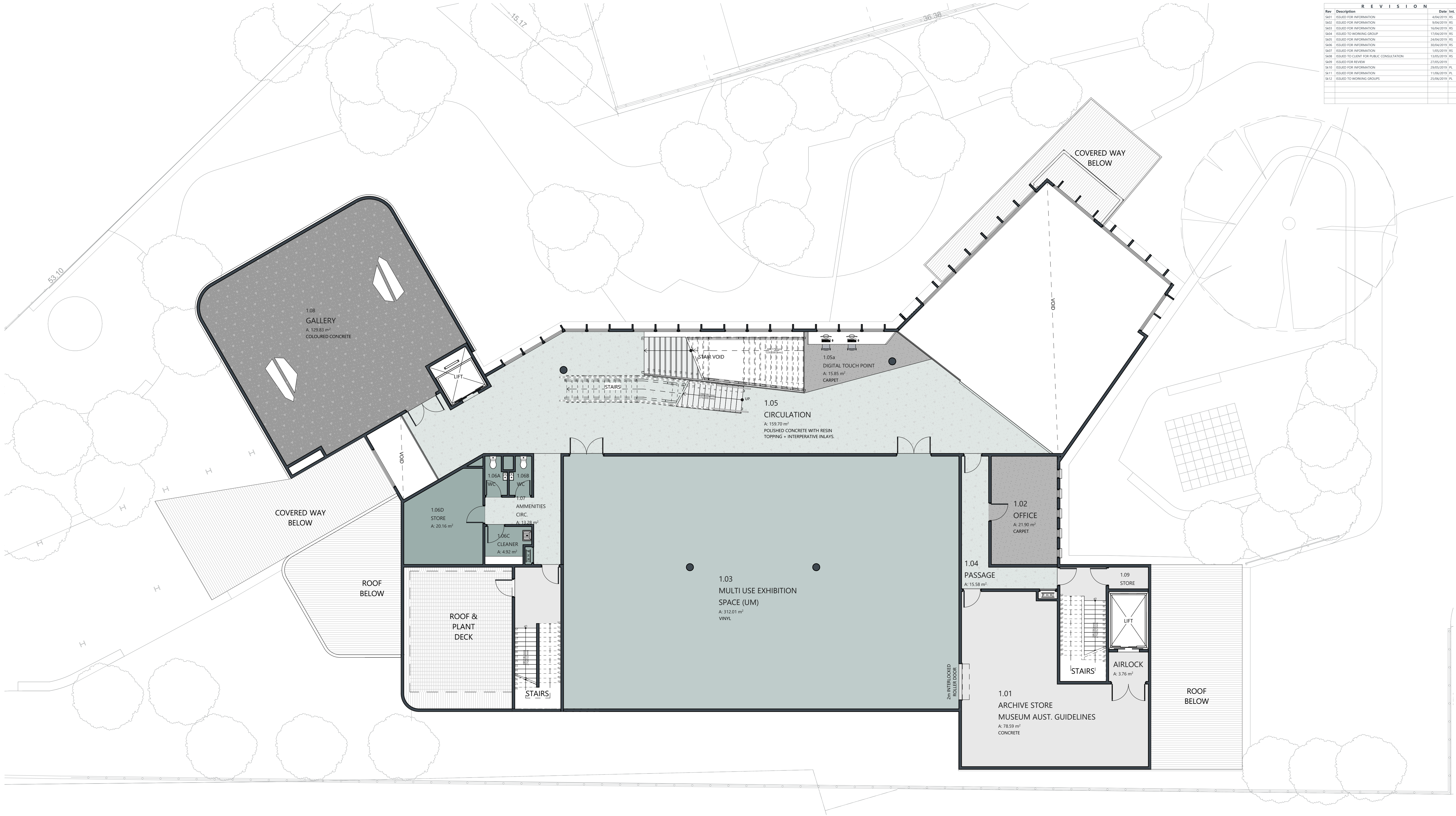
SKETCH
181087
SHEET SIZE: A1 (LANDSCAPE)

A7002-Sk13

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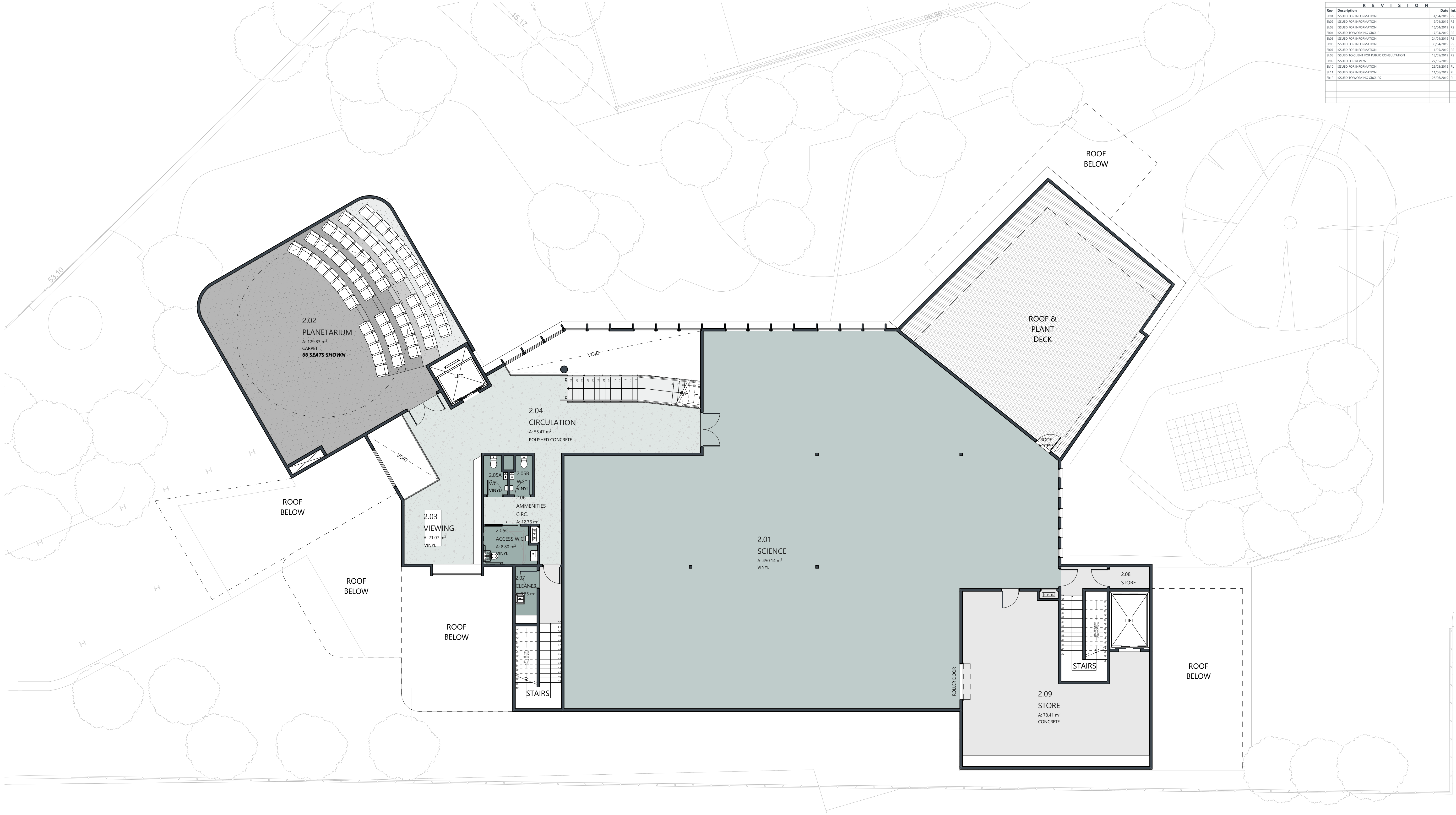
ARTAS
ARCHITECTS

REVISION				
Rev	Description	Date	Int.	App.
S101	ISSUED FOR INFORMATION	4/04/2019	RS	KG
S102	ISSUED FOR INFORMATION	9/04/2019	RS	KG
S103	ISSUED FOR INFORMATION	16/04/2019	RS	KG
S104	ISSUED TO WORKING GROUP	17/04/2019	RS	KG
S105	ISSUED FOR INFORMATION	24/04/2019	RS	KG
S106	ISSUED FOR INFORMATION	30/04/2019	RS	KG
S107	ISSUED FOR INFORMATION	1/05/2019	RS	KG
S108	ISSUED TO CLIENT FOR PUBLIC CONSULTATION	13/05/2019	RS	KG
S109	ISSUED FOR REVIEW	27/05/2019		
S110	ISSUED FOR INFORMATION	29/05/2019	PL	HC
S111	ISSUED FOR INFORMATION	11/06/2019	PL	HC
S112	ISSUED TO WORKING GROUPS	25/06/2019	PL	HC



LEVEL 1 FLOOR PLAN
SCALE 1:100
0mm 1000 2000 3000 4000 5000
North

R E V I S I O N				
Rev	Description	Date	Int.	App.
S401	ISSUED FOR INFORMATION	4/04/2019	RS	KG
S402	ISSUED FOR INFORMATION	9/04/2019	RS	KG
S403	ISSUED FOR INFORMATION	16/04/2019	RS	KG
S404	ISSUED TO WORKING GROUP	17/04/2019	RS	KG
S405	ISSUED FOR INFORMATION	24/04/2019	RS	KG
S406	ISSUED FOR INFORMATION	30/04/2019	RS	KG
S407	ISSUED FOR INFORMATION	1/05/2019	RS	KG
S408	ISSUED TO CLIENT FOR PUBLIC CONSULTATION	13/05/2019	RS	KG
S409	ISSUED FOR REVIEW	27/05/2019		
S410	ISSUED FOR INFORMATION	29/05/2019	PL	HC
S411	ISSUED FOR INFORMATION	11/06/2019	PL	HC
S412	ISSUED TO WORKING GROUPS	25/06/2019	PL	HC



LEVEL 2 FLOOR PLAN
SCALE 1:100
North 0mm 1000 2000 3000 4000 5000

ULVERSTONE CULTURAL PRECINCT

CENTRAL COAST COUNCIL

SKETCH
181087
SHEET SIZE: A1 (LANDSCAPE)

A7004-Sk12

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Central Coast Council

Vegetation Management Policy

July 2019

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POLICY

The Vegetation Management Policy is to support the Council's vision and strategic objectives to ensure that a high standard of vegetation management is achieved and to also provide a consistent and sustainable approach towards the management of all vegetation within Council owned and managed land.

Placing a high importance on protecting and enhance existing vegetation, identifying opportunities for new vegetation\landscaping and ensuring community safety through risk management practices.

Well managed vegetation provides an abundance of benefits including social, aesthetic, economic, environmental, and health benefits. Vegetation enhances our open spaces; it creates a sense of place and provides important habitat for fauna. Vegetation aids in erosion control, provides oxygen for us to breathe and helps to improve water quality.

Vegetation types vary and can range from grassy roadside verges, intrusive weed species, large majestic mature trees in a park or a beautiful secluded bush reserve they all have different management requirements but are all equally important to manage.

PURPOSE OF POLICY

The purpose of this Policy is to set out guidelines for the management, maintenance and preservation of vegetation on all Council owned and/or managed land.

SCOPE

This Policy applies to all vegetation on Council owned and/or managed land.

Vegetation is a term used to encompass the following areas, but is not limited to:

Rural and urban trees, park and street trees, roadside vegetation, natural areas such as foreshore, inland and riparian reserves, perennial and annual gardens, grass and weed species.

OBJECTIVES

The objectives of the Policy are to:

- Preserve, manage and enhance vegetation to maximise the benefits to the community whilst minimising associated public safety risks and costs;
- Maintain and enhance biodiversity and natural values of coastal, riparian and inland native bush reserves;

- Provide vegetation management that is consistent with the Council's Planning Scheme;
- Ensure vegetation is managed to a high standard using best practice;
- Manage vegetation as part of the Council's overall Risk Management Policy and continue to address tree risk through the Council's Annual Tree Inspection Program;
- Prevent unnecessary removal of vegetation;
- Vegetation will be protected where possible, from development;
- The conflicting requirements of trees and infrastructure will be minimised where possible;
- Weed species will be managed effectively through the Central Coast Council Municipal Weed Management Plan 2018;
- Consult and inform residents about all major projects involving vegetation removal, planting, spraying and pest and disease management where necessary;
- Continue to support environmental groups and schools with environmental activities; and
- Incorporate and look for opportunities where possible to include landscaping and green spaces when planning and designing civil projects and new subdivision developments.

STRATEGIC FRAMEWORK

The Vegetation Management Policy complements and builds upon the Council's Strategic Plan 2014–2024 as follows:

Strategic Direction 1.1

- Improve the value and use of open space

Strategic Direction 4.1

- Invest in and leverage opportunities from our natural environment

Strategic direction 4.4

- Contribute to the preservation of the natural environment

REVIEW

This Policy will be reviewed every three (3) years, unless organisational and legislative changes require more frequent modification.

RELATED DOCUMENTS

- Central Coast Strategic Plan 2014–2024
- Central Coast Planning Scheme
- Central Coast Council Municipal Weed Management Plan 2018
- Risk Management Policy
- Open Space and Recreation Plan 2012–2022
- Street Tree Strategy 2010 (under review)
- Vegetation Management Strategy 2009 (under review)
- Integrated Natural Resource Management Plan 2010
- Specific Area Management Plans
- Applicable Works Procedures

Date of approval:/...../.....

Approved by:

.....

Sandra Ayton
GENERAL MANAGER

Central Coast Council

Public Toilet Policy

July 2019

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STANDARD (INCLUDING RELEVANT LEGISLATION)	5
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POLICY

The Public Toilet Policy is to support the Council's vision and strategic objectives of appropriately managing assets and to provide the community with guidelines for the provision and management of public toilets within Central Coast municipal area.

PURPOSE OF POLICY

This document is the Council's Policy in relation to provision of public toilet facilities in the Central Coast municipal area. The purpose is to state the Council's aims and methodology to the community and to provide an administrative framework for Council officers to implement.

SCOPE

This Policy applies to all public toilets within the Central Coast municipal area managed by the Council. It excludes toilets that are within non-Council controlled buildings or areas where there is public access to toilet facilities.

COMMUNITY NEED

- 1 Public toilets are provided to support business, health, recreation and leisure activities at nominated areas throughout the Central Coast.
- 2 The need for public toilets is determined by using principles, roles and standards outlined in the Central Coast Public Toilet Plan 2013–2023.
- 3 The Council will notify or consult with the community about the removal of public toilets.

COUNCIL POLICY

This Policy will:

- . Provide quality, accessible and appropriately located public toilet facilities to meet community needs.
- . Provide a framework to manage public toilet assets throughout the Central Coast.
- . Provide a framework to assess the need for new toilets, whether they be renewed or refurbished or be removed and not replaced.
- . Promote the siting and design of public toilets in accordance with Crime Prevention Through Environmental Design (CPTED) principles.

DEFINITIONS

Public toilet – means a toilet, change room, restroom, or family room provided for use by members of the general public.

Destination playgrounds – means playgrounds associated with regional and district open spaces, e.g. Anzac Park, Robins Roost and Hiscutt Park.

MANAGEMENT

Public toilets are classified and managed as follows:

EXTENDED USE

This applies to those toilets that are open 24 hours per day. These toilets will be provided with adequate internal and external lighting to provide a safe environment.

DAY ACCESS ONLY

This applies to those toilets that are located to cater for general community day use. These open in the morning and are closed at dusk.

CLUB MANAGED

This applies to public toilets that are located on reserves primarily used for sporting events at specific times and are only opened for use at those times.

GENERAL

Public toilets located on reserves such as the Showground and recreation grounds and used for seasonal events will be locked. They will be opened on weekends and/or specific times required for events.

Provision of a new public toilet will be limited to any public open space classified as Regional, District or Specific Purpose in accordance with the asset provision standards of the Central Coast Open Space and Recreation Plan 2012–2022.

Provision of other new public toilets will be in accordance with the requirements of the Central Coast Public Toilet Plan 2013–2023.

LOCATIONS

The Council will aim to provide public toilets at the following locations:

- . all major recreation grounds;
- . at ‘destination playgrounds’;
- . close to other public amenities, e.g. beach, shopping areas, CBD;
- . where defined in asset management plans;
- . where defined in Master Plans;
- . in areas consistent with the Central Coast Open Space and Recreation Plan 2012–2022.

Notwithstanding the above list, the Council may also approve public toilets at any other location based on the following criteria.

CRITERIA FOR TOILET DEVELOPMENT

All toilet development (new or upgrade) will generally be assessed against the following criteria:

- . Distance between existing public toilets.
- . Likely extent of use – the Council will provide public toilet facilities in areas of high use rather than assuming they are required in all public areas.
- . Site suitability – toilet should be sited in prominent, visible locations to reduce the potential crime risks.

A more detailed assessment is set out in the Central Coast Public Toilet Plan 2013–2023.

DESIGN AND TECHNICAL CRITERIA

Designs should be site specific; there is not a one size fits all approach.

Some facilities may include toilets, change rooms, inside or outside showers and higher specification to suit the location, whereas a small two-bay facility may be sufficient in another location.

The following standard design criteria will be considered when designing new or upgrading old facilities.

- . Ongoing operational cost should be minimised, where possible, by incorporating cost saving techniques or other sustainable design features, e.g. water saving devices or using natural light.
- . Work to the principles of CPTED.
- . Compliance with the Building Code of Australia and any other relevant legislation.
- . Sited close to existing services where possible to reduce costs.
- . Lifecycle costs should be considered.
- . Consideration be given to distinctive design options.
- . Appropriate directional signage shall be included for new sites.
- . Regard to the principles of the *Disability Discrimination Act 1992*.

STRATEGIC FRAMEWORK

The Council's Public Toilet Policy complements and builds upon the Council's Strategic Plan 2014–2024 as follows:

Strategic Direction 1.1

- Improve the value and use of open space.

Strategic Direction 4.3

- Develop and manage sustainable built infrastructure.

As well as:

- meeting community needs and expectations;
- management of the Council's risk;
- achievement of better resource efficiency using integrated systems; and
- compliance with State and Federal legislation.

STANDARD (INCLUDING RELEVANT LEGISLATION)

This Public Toilet Policy has been developed in accordance with the:

- Disability Discrimination Act
- Local Government Act 1993

REVIEW

This policy will be reviewed every three (3) years, unless organisational and legislative changes require more frequent modification.

RELATED DOCUMENTS

- Central Coast Council Strategic Plan 2014–2024
- Corporate Folder
- Risk Management Policy
- Central Coast Public Toilet Plan 2013–2023
- Central Coast Open Space and Recreation Plan 2012–2022
- Central Coast Council Long-term Financial Plan

Date of approval: / /

Approved by:

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Sandra Ayton
GENERAL MANAGER
July 2019

Central Coast Council

Road Underpass Policy

July 2019

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POLICY

The Road Underpass Policy supports the Council's vision and strategic objectives of appropriately managing assets and to provide the community with a Policy for construction of road underpasses servicing their properties within the Central Coast municipal area.

To achieve this the Council recognises that assets must be planned, provided, maintained and renewed so that they continue to meet the service delivery needs of the community, within the context of providing best value to the community.

PURPOSE

The purpose of this Policy is to establish a consistent approach to requests for construction of road underpasses. It provides a list of conditions and requirements which must be met in order for the underpass construction to be approved.

These conditions are to ensure the structure is constructed to appropriate standards and requirements of the Council.

The Policy applies to all roads in the Central Coast municipal area.

PROCESS

The applicant should be aware of the following requirements prior to proceeding.

- . All costs are to be borne by the applicant.
- . The structure will meet all applicable standards and requirements.
- . The design and project management shall be carried out by an approved engineering consultant or company.
- . All works will be carried out by an approved contractor.
- . Any structure that is built will belong to the Council, but the applicant will be responsible for all repairs etc. for the defects liability period of 12 months from its practical completion, when the Certificate of Completion is signed.
- . Permission to build any underpass structure does not give the applicant any right, title or interest in the soil of or under any part of the road through which the structure is proposed to be built.
- . The Council can, at any time in the future, discontinue the underpass. This is a most unlikely event which legislation permits, in the public interest.
- . An applicant who is unhappy with a Council decision under this Policy may have appeal rights to the Resource Management and Planning Appeal Tribunal.

Any applicant is encouraged to seek their own legal advice before lodging any application or on receipt of a decision on an application.

The procedure for a more detailed version of these requirements is shown below if the applicant wishes to progress.

INSURANCE

The applicant shall provide any necessary insurance for construction and operation of the road underpass as required.

SCOPE

This Policy applies to Council owned and managed roads.

PROCEDURE

SUBMISSION AND DESIGN

A submission from the land owner (the applicant) in accordance with and addressing the following criteria will be required.

A consulting engineer or engineering company (the Supervising Engineer) will be engaged to design and supervise the project.

Plans and specifications for the structure and associated road works shall be provided by the Supervising Engineer.

Compliance of the structure with relevant loading codes and provision of certified design documentation and calculations will be provided with the proposal.

The documents will clearly indicate the location, works proposed, structural details, engineer's details, contractor details, method of construction, and alternative bypass routes during construction.

The structure will extend as a minimum for the entire width of the road reserve.

The provision, upgrading, re-routing, relocation or extension of Council infrastructure and services, required as a result of the project, shall be done in accordance with the relevant standards and to the satisfaction of the Council's Director Infrastructure Services or his representative and shall be at the applicant's expense.

Any damage or disturbance to Council infrastructure including footpaths, kerb and channel, roads, nature strips, stormwater infrastructure or existing services must be rectified, noting that this work will be undertaken by the Council at the applicant's expense, unless alternative arrangements are approved by the Council's Director Infrastructure Services, or his representative.

CONSTRUCTION

Construction is not to commence until the relevant design drawings have been approved by the Council's Director Infrastructure Services.

Prior to the commencement of site works, the consulting engineer supervising the works is to organise a pre-start meeting onsite. The pre-start meeting is to be attended by the Supervising Engineer, the applicant, contractor, the Council's Engineering Group Leader or his representative and any other relevant authorities (i.e. Telstra, TasNetworks) or their representative if they have services in the work area.

The underpass structure shall be constructed in accordance with the plans and specifications as approved by, and to the satisfaction of the Council's Director Infrastructure Services. Any variation from the approved plans or specifications shall be discussed with the Council's Engineering Group Leader or his representative prior to undertaking any of the works.

As works will be undertaken within the road reservation a Road Reserve Permit will be required and issued prior to the commencement of construction. An application form can be obtained from the Administration Centre. A fee applies.

Any proposed traffic control and management to be implemented as part of the works is to be forwarded to the Council for approval prior to the commencement of work. Work shall not commence until approval is obtained from the Council.

Not less than 24 hours notice being given to the Council of the commencement of each of the following works and the Council's representative shall be entitled to fully inspect, oversee and test any such roadworks or any materials to be used or used in such roadworks to determine compliance with the standard requirements and plans and specifications:

- . Commencement;
- . Footing/base slab;
- . Structure/culvert;
- . Backfill of structure;
- . Construction of road sub base course;
- . Construction of road base course;
- . Construction of kerb and channel;
- . Construction of surface course;
- . Construction of footpaths, nature strips and crossings.

Supervision on all works being provided by the Supervising Engineer.

Reinstatement of all disturbed surfaces, to the satisfaction of the Council's Director Infrastructure Services.

Certificate of Completion signed by the Supervising Engineer certifying that the works have been constructed in accordance with the approval and the plans and specifications.

Provision of certified 'as constructed' plans and drawings by the Supervising Engineer.

A defects liability period of 12 months shall apply, at which time the Supervising Engineer shall organise a meeting to ensure all works and defects have been completed to the satisfaction of the Council's Director Infrastructure Services.

REVIEW

This Policy will be reviewed every three (3) years, unless organisational and legislative changes require more frequent modification.

RELATED DOCUMENTS

- . Local Government (Highways) Act 1982
- . Roads and Jetties Act 1935
- . Central Coast Strategic Plan 2014–2024

Date of approval:/...../.....

Approved by:

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Sandra Ayton
GENERAL MANAGER