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**Minutes of an ordinary meeting of the Central Coast Council held in the Council Chamber at the Administration Centre, 19 King Edward Street, Ulverstone on Monday, 15 July 2019 commencing at 6.00pm.**

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**Councillors attendance**

Cr Jan Bonde (Mayor)  
Cr John Beswick  
Cr Cheryl Fuller  
Cr Annette Overton  
Cr Philip Viney

Cr Garry Carpenter (Deputy Mayor)  
Cr Amanda Diprose  
Cr Casey Hiscutt  
Cr Tony van Rooyen

**Employees attendance**

General Manager (Ms Sandra Ayton)  
Director Community Services (Mr Barry Omundson)  
Director Infrastructure Services (Mr John Kersnovski)  
Director Organisational Services (Mr Bill Hutcheson)  
Executive Services Officer (Mrs Lou Brooke)

**Media attendance**

The Advocate newspaper.

**Public attendance**

One member of the public attended during the course of the meeting.

**Prayer**

The meeting opened in prayer.

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## CONFIRMATION OF MINUTES OF THE COUNCIL

### 194/2019 Confirmation of minutes

The Executive Services Officer reported 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.”

■ Cr Viney moved and Cr Hiscutt seconded, “That the minutes of the previous ordinary meeting of the Council held on 17 June 2019 be confirmed.”

Carried unanimously

## COUNCIL WORKSHOPS

### 195/2019 Council workshops

The Executive Services Officer reported 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.”

■ Cr Diprose moved and Cr Overton seconded, “That the Officer’s report be received.”

Carried unanimously



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## MAYOR'S COMMUNICATIONS

### 196/2019 Mayor's communications

The Mayor reported as follows:

"I would like to acknowledge the Council's efforts, having received the Local Government Award for Excellence (Larger Councils) for the Dementia-Friendly Central Coast project, during the 2019 Local Government Association of Tasmania (LGAT) annual conference."

### 197/2019 Mayor's diary

The Mayor reported 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
- . North Western Fisheries Association – Annual General Meeting
- . Ulverstone Rowing Club – annual dinner
- . Radio community reports."

The Deputy Mayor reported as follows:

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

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

Cr van Rooyen reported as follows:

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

- . Ulverstone Fire Brigade – annual dinner.”

■ Cr Beswick moved and Cr Viney seconded, “That the Mayor’s, Deputy Mayor’s and Cr van Rooyen’s reports be received.”

Carried unanimously

## **198/2019      Declarations of interest**

The Mayor reported 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 reported 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.”

No interests were declared at this time.

## **COUNCILLOR REPORTS**

### **199/2019      Councillor reports**

The Executive Services Officer reported as follows:

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“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.”

Cr Fuller reported on recent meetings of the Dulverton Waste Management Board and the Penguin 7-Day Makeover Committee.

Cr Overton reported on recent meetings of the Ulverstone Municipal Band and the Central Coast Chamber of Commerce and Industry.

Cr Hiscutt reported on a recent meeting of Penguin Surf Life Saving Club.

#### **APPLICATIONS FOR LEAVE OF ABSENCE**

##### **200/2019      Leave of absence**

The Executive Services Officer reported 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.”

#### **DEPUTATIONS**

##### **201/2019      Deputations**

The Executive Services Officer reported as follows:

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

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## PETITIONS

### 202/2019     Petitions

The Executive Services Officer reported as follows:

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

## COUNCILLORS' QUESTIONS

### 203/2019     Councillors' questions without notice

The Executive Services Officer reported 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.

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- (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."

The allocation of topics ensued.

## **204/2019 Councillors' questions on notice**

The Executive Services Officer reported 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

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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."

## **PUBLIC QUESTION TIME**

### **205/2019      Public question time**

The Mayor reported 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)."

### **206/2019      Public questions taken on notice**

The Executive Services Officer reported 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

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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."

- Cr Fuller moved and Cr Hiscutt seconded, "That the response to the question from Mr Johnston from the 17 June 2019 Ordinary Council meeting is received and noted."

Carried unanimously

**DEPARTMENTAL BUSINESS**

**GENERAL MANAGEMENT**

**207/2019 Central Coast Council Strategic Plan 2014–2024 Review (106/2014 – 23.04.2014)**

The General Manager reported 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 reported as follows:

“A copy of the Central Coast Council Strategic Plan 2014–2024 (Reviewed 2019) and identified Key Strategies and Actions, have been circulated to all Councillors.”

■ Cr Fuller moved and Cr Viney seconded, “That the Council endorse the Strategic Plan 2014–2024 (Reviewed 2019), a copy being appended to and forming part of the minutes.”

Carried unanimously

### **208/2019      Performance Report – 2018–2019 Annual Plan to 30 June 2019 (109/2019 – 15.04.2019)**

The General Manager reported 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 reported as follows:

“A copy of the Performance Report to Council – 2018–2019 Annual Plan to 30 June 2019 has been circulated to all Councillors.”

■ Cr Beswick moved and Cr Hiscutt seconded, “That Council receive the Performance Report to Council – 2018–2019 Annual Plan to 30 June 2019.”

Carried unanimously

### **209/2019      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 reported 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 reported as follows:

"A copy of the electoral results has been provided to all Councillors."

■ Cr Hiscutt moved and Cr Fuller seconded, "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."

Carried unanimously

## **210/2019 Minutes and notes of committees of the Council and other organisations**

The General Manager reported 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 have been circulated to all Councillors.”

■ Cr van Rooyen moved and Cr Overton seconded, “That the (non-confidential) minutes and notes of committees of the Council be received.”

Carried unanimously

#### **211/2019 Correspondence addressed to the Mayor and Councillors**

The General Manager reported 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 reported as follows:

“A copy of the Schedule has been circulated to all Councillors.”

■ Cr Diprose moved and Cr Fuller seconded, “That the Schedule of Correspondence addressed to the Mayor and Councillors (a copy being appended to and forming part of the minutes) be received.”

Carried unanimously

**212/2019 Common seal**

The General Manager reported 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 reported as follows:

“A copy of the Schedule has been circulated to all Councillors.”

■ Cr Viney moved and Cr Beswick seconded, “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.”

Carried unanimously

**213/2019 Contracts and agreements**

The General Manager reported 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 reported as follows:

“A copy of the Schedule has been circulated to all Councillors.”

■ Cr Overton moved and Cr Beswick seconded, “That the Schedule of Contracts and Agreements (a copy being appended to and forming part of the minutes) be received.”

Carried unanimously



COMMUNITY SERVICES

**214/2019 Statutory determinations**

The Director Community Services reported 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 reported as follows:

“A copy of the Schedule has been circulated to all Councillors.”

■ Cr Carpenter moved and Cr Viney seconded, “That the Schedule of Statutory Determinations (a copy being appended to and forming part of the minutes) be received.”

Carried unanimously

**215/2019 Ulverstone Cultural Precinct – Design Approval and Guaranteed Maximum Price Contract Process (19/2019 – 29.01.2019)**

The General Manager reported 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 reported as follows:

"Copies of the Ulverstone Cultural Precinct schematic designs have been provided to all Councillors."

■ Cr van Rooyen moved and Cr Beswick seconded, "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."

Carried unanimously

### INFRASTRUCTURE SERVICES

#### **216/2019     Vegetation Management Policy (144/2014 – 19.05.2014)**

The Director Infrastructure Services reported 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 reported as follows:

"A copy of the Vegetation Management Policy dated July 2019 has been circulated to all Councillors."

■ Cr van Rooyen moved and Cr Carpenter seconded, "That the revised Vegetation Management Policy dated July 2019 (a copy being appended to and forming part of the minutes) be adopted."

Carried unanimously

### 217/2019     Public Toilet Policy (327/2013 – 21.10.2013)

The Director Infrastructure Services reported 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 reported as follows:

"A copy of the revised Public Toilet Policy dated July 2019 has been circulated to all Councillors."

■ Cr Diprose moved and Cr Fuller seconded, "That the revised Public Toilet Policy dated July 2019 (a copy being appended to and forming part of the minutes) be adopted."

Carried unanimously

**218/2019 Road Underpass Policy (361/2012 – 17.12.2012)**

The Director Infrastructure Services reported 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 reported as follows:

“A copy of the revised Road Underpass Policy dated July 2019 has been circulated to all Councillors.”

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

Carried unanimously

**219/2019      Public question time**

The Mayor introduced public question time at 6.40pm.

Mr Lionel Bonde – Turners Beach

Question 1 –

“In regard to car spaces adjacent to the Coles Laneway and Furner’s car park. I have previously made the Council Officer and Councillors aware of the problem of water running through these car spaces, and the Council replied they will monitor the problem and action will be taken, if required.

The area of the car spaces is a natural water course and will fill with water immediately after a heavy rain, making the car spaces difficult to utilise by elderly patrons.

My question to Council is, as custodians of the welfare of our community, are you happy in the knowledge that the elderly users of these car spaces are often using crutches or other assistance, having to step out of their cars into quite deep water and face risk of falling into water every time it rains? Further to that will the Council consider shifting the spaces to a more suitable site or area so they can be safely used. This problem has been around since day one of the refurbished car park.”

Response:

The Mayor referred to the Director Infrastructure Services, who advised that the Council is unable to relocate the car spaces due to their sizing. The Council is aware of the blocked drain and as previously raised, the matter was attended to. Further consideration and looking at an alternative to the grated drain will be undertaken.

### Question 2 –

“I have mentioned to Council previously, when all of the housing development is completed, there will be at least 35 new houses, which could mean at least 150 cars all driving on to Westella Drive, no matter where their intended destination is. It is difficult sometimes even today to travel Westella Drive when we have cyclists on the road of a weekend, which often causes traffic jams, but are absolutely entitled to be there. Another issue that is difficult to understand is that a dead tree has laid across the drain for at least three years and the workers mow around it and leave it there. That is extremely disappointing to say the least, when we see Council staff and trucks out there every day.

My question to Council and Councillors is, is there any provisions in future planning for an upgrade of Westella Drive, in the way of kerb refurbishment and widening of the road to address the problem which will occur?”

### Response:

The Mayor referred to the Director Infrastructure Services, who advised that no allocation has been identified within the next five years, unless specified beyond that timeframe in the Long-term Financial Plan. Comments in relation to the tree are taken on notice and will be followed up.

Questions and replies concluded at 6.45pm.

ORGANISATIONAL SERVICES

**220/2019     Organisational Services**

The Director Organisational Services reported as follows:

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

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## CLOSURE OF MEETING TO THE PUBLIC

### 221/2019 Meeting closed to the public

The Executive Services Officer reported 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  • 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.”

■ Cr Viney moved and Cr Diprose seconded, “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.”

Carried unanimously and by absolute majority

The Executive Services Officer further reported 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.

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- 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.”

The meeting moved into Closed session at 6.46pm.

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## 222/2019 Confirmation of Closed session minutes

The Executive Services Officer reported as follows:

“The Closed session 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 in respect of a matter discussed at a closed meeting –

‘34(1)(b) in relation to a matter discussed at the closed meeting –

(i) the fact that the matter was discussed at the closed meeting; and

(ii) a brief description of the matter so discussed –

are to be recorded in the minutes of that part of the meeting that is open to the public, but are to be recorded in a manner that does not disclose any confidential information and protects confidentiality; and

(c) in relation to a matter discussed at the closed meeting, the details of the discussion of the matter, and the outcome of the discussion, are not to be recorded in the minutes of that part of the meeting that is open to the public unless the council, or council committee, determines otherwise.’

The details of this matter are accordingly to be recorded in the minutes of the closed part of the meeting.”

### GENERAL MANAGEMENT

#### **223/2019 Minutes and notes of other organisations and committees of the Council**

The General Manager reported as follows:

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

- . Dulverton Waste Management Audit and Risk Committee- meeting held 26 June 2019
- . Dulverton Waste Management Board – meeting held 26 June 2019.

The minutes and notes have been provided to the Council on the condition they are kept confidential.

...

The *Local Government (Meeting Procedures) Regulations 2015* provide in respect of a matter discussed at a closed meeting –

‘34(1)(b) in relation to a matter discussed at the closed meeting –

- (i) the fact that the matter was discussed at the closed meeting; and
- (ii) a brief description of the matter so discussed –

are to be recorded in the minutes of that part of the meeting that is open to the public, but are to be recorded in a manner that does not disclose any confidential information and protects confidentiality; and

- (c) in relation to a matter discussed at the closed meeting, the details of the discussion of the matter, and the outcome of the discussion, are not to be recorded in the minutes of that part of the meeting that is open to the public unless the council, or council committee, determines otherwise.’

The details of this matter are accordingly to be recorded in the minutes of the closed part of the meeting.”

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There being no further business, the Mayor declared the meeting closed at 6.47pm.

CONFIRMED THIS 19TH DAY OF AUGUST 2019.

### **Chairperson**

(Imm:lb)

### **Appendices**

- Minute No. 207/2019 – Central Coast Council Strategic Plan 2014–2024 (reviewed 2019)
- Minute No. 211/2019 – Schedule of Correspondence addressed to the Mayor and Councillors
- Minute No. 212/2019 – Schedule of Documents for Affixing of the Common Seal
- Minute No. 213/2019 – Schedule of Contracts & Agreements
- Minute No. 214/2019 – Schedule of Statutory Determinations
- Minute No. 215/2019 – Ulverstone Cultural Precinct – Schematic designs – Artas
- Minute No. 216/2019 – Vegetation Management Policy
- Minute No. 217/2019 – Public Toilet Policy
- Minute No. 218/2019 – Road Underpass Policy

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#### *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 the Council minutes 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

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# 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

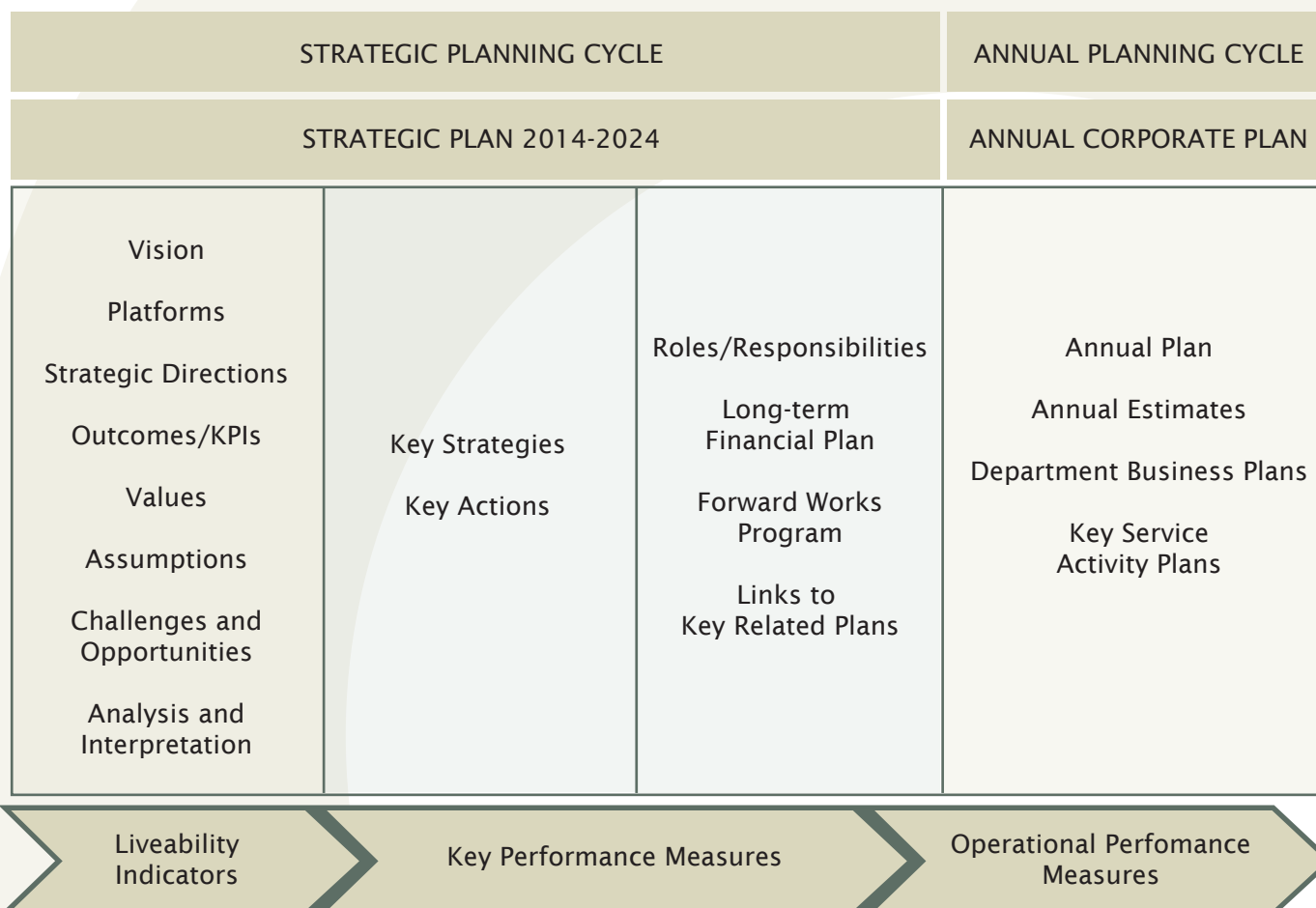
The Central Coast Strategic Plan 2014–2024  
builds on the work commenced in 2009.

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

PO Box 220 / DX 70506  
19 King Edward Street  
Ulverstone Tasmania 7315  
Tel 03 6429 8900  
Fax 03 6425 1224  
[admin@centralcoast.tas.gov.au](mailto:admin@centralcoast.tas.gov.au)  
[www.centralcoast.tas.gov.au](http://www.centralcoast.tas.gov.au)

**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'
- . Lease Agreement  
Department of Primary Industries, Parks, Water and Environment and  
Central Coast Council  
Crown Land situated at Beach Road, Ulverstone  
PID: 3566798



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  
(1,400m<sup>2</sup>)
- . 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
- . Amendment to Lease Agreement  
Penguin Cricket Club  
Removal of canteen from lease and replacement with cricket shelter

Grant Deed

Department of Education and Central Coast Council

Education and Care Unit Minor Infrastructure Grant 2018–2019

Installation of storage cupboards and three change tables at the Ulverstone

Child Care Centre – 7 Alexandra Road, Ulverstone

Grant amount: \$8,990 (exc. GST)



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  
North 0mm 1000 2000 3000 4000 5000

# ULVERSTONE CULTURAL PRECINCT

CENTRAL COAST COUNCIL

SKETCH  
181087  
SHEET SIZE: A1 (LANDSCAPE)

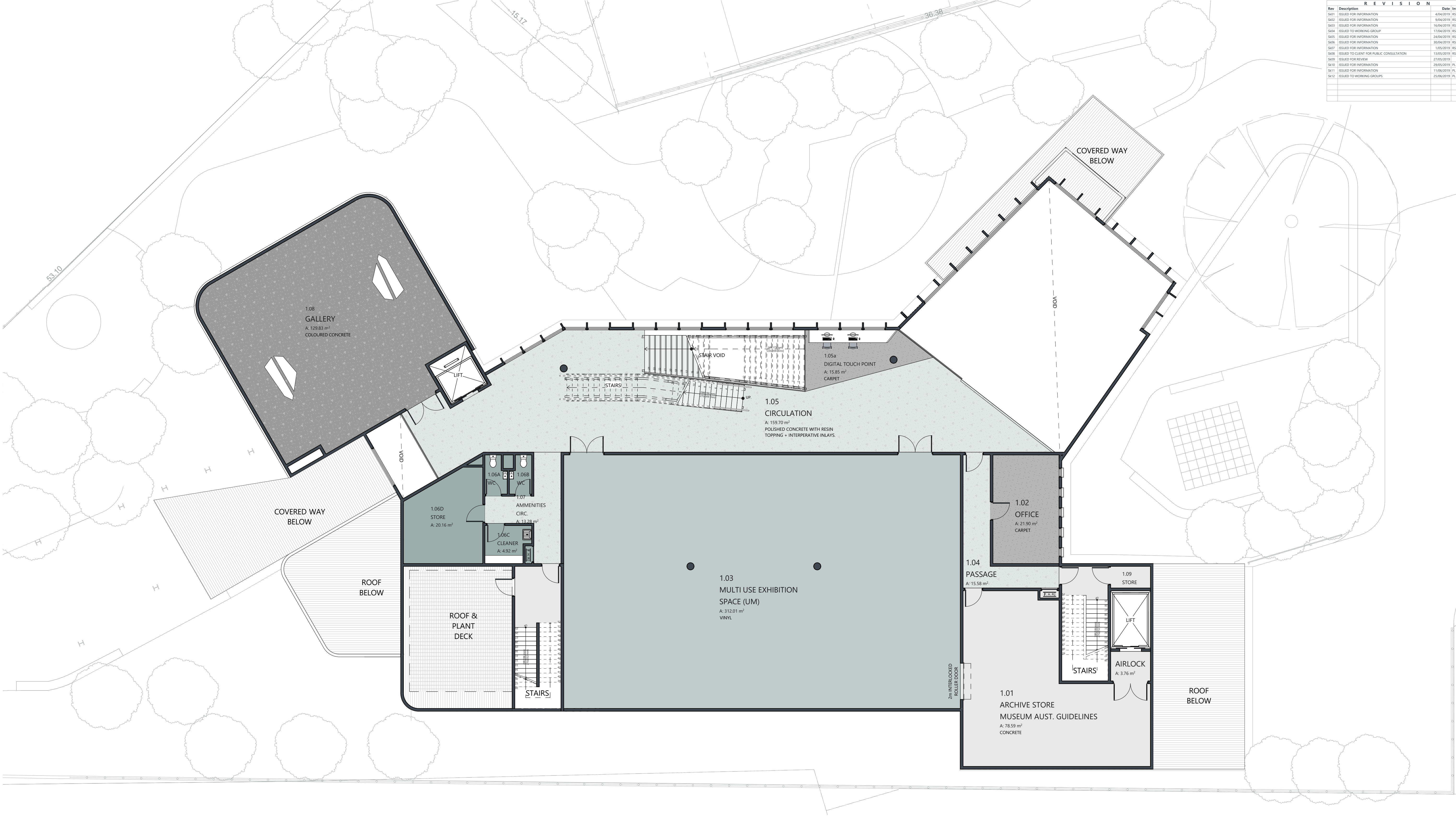
A7002-Sk13

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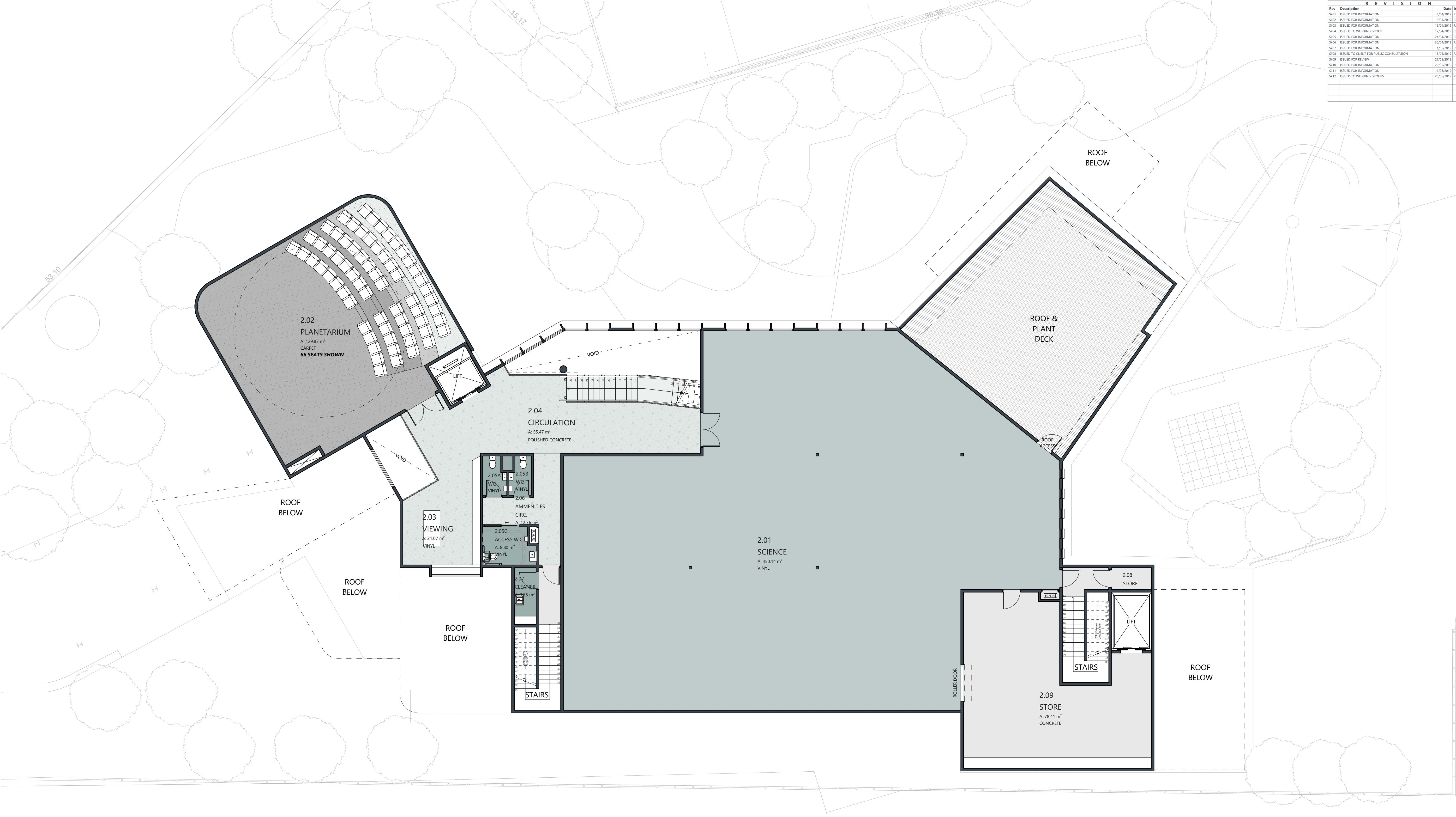
REVISION				
Rev	Description	Date	Int.	App.
S401	ISSUED FOR INFORMATION	4/04/2019	RS	KG
S402	ISSUED FOR INFORMATION	9/04/2019	RS	KG
S403	ISSUED FOR INFORMATION	16/04/2019	RS	KG
S404	ISSUED TO WORKING GROUP	17/04/2019	RS	KG
S405	ISSUED FOR INFORMATION	24/04/2019	RS	KG
S406	ISSUED FOR INFORMATION	30/04/2019	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 1 FLOOR PLAN  
SCALE 1:100  
North 0mm 1000 2000 3000 4000 5000



R E V I S I O N				
Rev	Description	Date	Int.	App.
S001	ISSUED FOR INFORMATION	4/04/2019	RS	KG
S002	ISSUED FOR INFORMATION	9/04/2019	RS	KG
S003	ISSUED FOR INFORMATION	16/04/2019	RS	KG
S004	ISSUED TO WORKING GROUP	17/04/2019	RS	KG
S005	ISSUED FOR INFORMATION	24/04/2019	RS	KG
S006	ISSUED FOR INFORMATION	30/04/2019	RS	KG
S007	ISSUED FOR INFORMATION	1/05/2019	RS	KG
S008	ISSUED TO CLIENT FOR PUBLIC CONSULTATION	13/05/2019	RS	KG
S009	ISSUED FOR REVIEW	27/05/2019		
S010	ISSUED FOR INFORMATION	29/05/2019	PL	HC
S011	ISSUED FOR INFORMATION	11/06/2019	PL	HC
S012	ISSUED TO WORKING GROUPS	25/06/2019	PL	HC



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

# 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 enhancing 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: .....15/ 07 /2019

Approved by:



.....  
Sandra Ayton  
GENERAL MANAGER

# Central Coast Council

## Public Toilet Policy

July 2019

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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

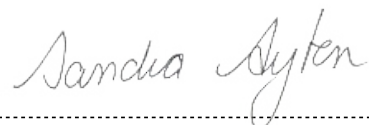
This policy will be reviewed every three (3) years, unless organisational and legislative changes require more frequent modification.

## 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: 15/ 07 / 2019

Approved by:



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

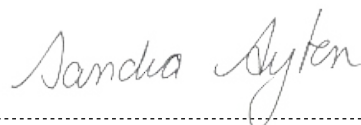
This Policy will be reviewed every three (3) years, unless organisational and legislative changes require more frequent modification.

## RELATED DOCUMENTS

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

Date of approval: .....15/07/2019.....

Approved by:



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Sandra Ayton  
GENERAL MANAGER