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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, 18 November 2019 commencing at 6.00pm.**

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**Councillors attendance**

Cr Jan Bonde (Mayor)  
Cr Amanda Diprose  
Cr Casey Hiscutt  
Cr Tony van Rooyen

Cr Garry Carpenter (Deputy Mayor)  
Cr Cheryl Fuller  
Cr Annette Overton  
Cr Philip Viney

**Apologies**

Cr John Beswick

**Employees attendance**

General Manager (Ms Sandra Ayton)  
Acting Director Community Services (Mr Paul West)  
Acting Director Infrastructure Services (Mr Paul Breaden)  
Executive Services Officer (Mrs Lou Brooke)

**Media attendance**

The media was not represented.

**Public attendance**

Fifteen members 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

### 330/2019 Confirmation of minutes

The Executive Services Officer reported as follows:

“The minutes of the previous ordinary meeting of the Council held on 21 October 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 21 October 2019 be confirmed.”

Carried unanimously

## COUNCIL WORKSHOPS

### 331/2019 Council workshops

The Executive Services Officer reported as follows:

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

- . 28.10.2019 – Service Levels for Open Space and Parks; Vegetation Management Strategy
- . 05.11.2019 – Monthly Review; 21<sup>st</sup> Century Councils; Youth, Families and Community Connections – Raising awareness on homelessness in Central Coast
- . 11.11.2019 – Standing Tender 2019–2022 – Coastal and rural roadside mowing.

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

### 332/2019 Mayor's communications

The Mayor reported as follows:

"I will now briefly adjourn the meeting and invite Mrs Libby Burton, Mr Terry Burton and Ms Janelle Gilbert to report to the Council the awards that the Penguin 7-Day Makeover Committee received in the recent Keep Australia Beautiful – Tidy Town awards.

Mrs Burton thanked the Council for getting the 7-Day Makeover process going and that the 7-Day Makeover Penguin Committee will continue to work together to achieve wonderful outcomes for the community of Penguin.

Ms Gilbert noted that from having FOGO come into the community, it has enabled the community to show how proactive they are, and that Central Coast is one of the leaders within the State for adopting this service. The service has been well received despite what has been seen, and this award is recognition that we are making a difference.

Awards received by the Committee were:

- . Litter prevention and Waste Management and Resource Recovery for the Penguin Tardis – community book exchange initiative;
- . Community Action and Partnerships for bringing vibrancy, colour and pride to Penguin;
- . Heritage and Culture – Penguin History Group; and
- . Town/suburb: 2001 – 5000 population.

The awards will be displayed in the Penguin Visitor Information Centre.

The Mayor reiterated the Council's pride in the Committee receiving the awards and acknowledged that along with the Committee's awards, the Council was also awarded for the following projects:

- . Certificate of Recognition Litter and Waste Management Resource Recovery for Food Organics and Garden Organics (FOGO); and
- . Certificate of Recognition Community Action and Partnerships for the Penguin 7 Day Makeover – Creative Communities International."

Following the presentation, the meeting resumed at 6.10pm.

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### 333/2019 Mayor's diary

The Mayor reported as follows:

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

- . Death Literacy, An Exhibition – Ulverstone
- . Penguin in Pink Breakfast – Penguin
- . Navy Day Service – Ulverstone
- . Penguin Lions Club, 70's and Over Luncheon – Penguin
- . Mayor's Round Table / Youth Voice Workshop – Penguin
- . Community Safety Partnership Committee meeting – Ulverstone
- . Food Organics and Garden Organics (FOGO) Session – Neighbourhood House Ulverstone
- . Community Supper – Ulverstone
- . 2019 Frank MacDonald Memorial Prize Ceremony – Ulverstone Secondary College
- . Ulverstone Show – Ulverstone
- . ARTEX Luncheon and Official Opening – Ulverstone
- . Formal Dining in Night – Ulverstone RSL
- . Remembrance Day Service – Ulverstone
- . Central Coast Council's Annual General Meeting (AGM) – Ulverstone
- . TasWater General Meeting (AGM) – Launceston
- . Community Radio Report
- . Penguin Senior Citizens Club 54<sup>th</sup> Birthday – Penguin
- . 65<sup>th</sup> Anniversary of the Memorial Library Building – Penguin
- . Out in the Park tree planting and plaque unveiling – Ulverstone."

The Deputy Mayor reported as follows:

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

- . Gunns Plains Potato Festival – Judging Competition
- . Remembrance Day Service – Penguin."

Cr Viney reported as follows:

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

- . Order of Australia Recipients Reception – Burnie."

■ Cr Diprose moved and Cr Overton seconded, "That the Mayor's, Deputy Mayor's and Cr Viney's reports be received."

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Cr Diprose thanked the Mayor for being at the Out in the Park tree planting and plaque unveiling, and particularly wanted to thank the staff who worked hard to make sure it all went smoothly, Barry Omundson (former Director Community Services), Chris Clark, Haylee Johnson, Brad King, and Kyle Fielding who was there on the day to make sure the tree got into the ground. Cr Diprose stated that the staff were fantastic to work with and asked that they be acknowledged for their work, it was a fantastic day. Looking forward to a bigger day next year. Cr Fuller's attendance was noted by those there, and Cr Diprose thanked those that had given their apologies.

Motion

Carried unanimously

### **334/2019      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 reports as follows:

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

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

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

No interests were declared at this time.

## **COUNCILLOR REPORTS**

### **335/2019      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 Diprose reported on a recent meeting of East Ulverstone Swimming Pool Management Committee, advising that there needs to be a discussion with the Council in regard to managing end of life, sustainability and building issues at the East Ulverstone Pool and the Committee would like to attend a Councillor Workshop to discuss the matter. An invitation to Councillors was extended for the 5 December 2019 meeting to be held in the Council Chamber.

Cr Fuller provided an update on the Riana Community Centre’s toilets and remodelling and assured Councillors that staff are continuing with the next level of floor plans and that the Committee will meet early December 2019.

## **APPLICATIONS FOR LEAVE OF ABSENCE**

### **336/2019      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**

### **337/2019      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

### 338/2019      Petition – Against the Central Coast Council's introduction of fortnightly Food Organics and Garden Organics (FOGO) Kerbside Collection Service

The Executive Services Officer reported as follows:

“The following petition has been received:

‘Subject matter

The Central Coast Council's:

- introduction of fortnightly Food Organics and Garden Organics ("FOGO") kerbside collection service for all current domestic waste and recycling kerbside collection residents, and
- the reduction in collection of general domestic waste from weekly to fortnightly starting in October 2019.

Statement of subject matter and action requested.      The following petitioners ask the Council to:

- consult with ratepayers further before introducing FOGO;
- introduce FOGO for only those ratepayers who wish to opt in, and
- continue to collect general domestic waste weekly.

FOGO is not required by many ratepayers who do not want to be forced into paying for it and see a reduction in the frequency of collection of their general domestic.

Signatories

There are two hundred and twenty (220) signatories to this petition.’

A copy of the petition is attached. The petition is in compliance with s.57 of the *Local Government Act 1993* and is accordingly able to be tabled. In reviewing the petition, it should be noted that the compliant signatory count is increased to 224.

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The General Manager reported as follows:

‘In accordance with s.58 of the *Local Government Act 1993*, the General Manager is to table the petition at the next ordinary meeting of the Council, the petition has been appended to this report, enabling the Council to receive it. A report relative to the petition will be prepared for the 16 December 2019 Ordinary Council meeting.’

- Cr Viney moved and Cr Carpenter seconded, “That the petition be received.”

Carried unanimously

## COUNCILLORS’ QUESTIONS

### 339/2019 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.



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- (4) The chairperson, councillor or general manager who is asked a question without notice at a meeting may decline to answer the question.
  - (5) The chairperson of a meeting may refuse to accept a question without notice if it does not relate to the activities of the council.
  - (6) Questions without notice, and any answers to those questions, are not required to be recorded in the minutes of the meeting.
  - (7) The chairperson may require a councillor to put a question without notice in writing.'

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

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

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

The allocation of topics ensued.

### **340/2019      Councillors' questions on notice**

The Executive Services Officer reported as follows:

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

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

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

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

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

No questions on notice have been received.”

#### **PUBLIC QUESTION TIME**

##### **341/2019      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).”

##### **342/2019      Public questions taken on notice**

The Executive Services Officer reported as follows:

“At the 21 October 2019 Ordinary Council Meeting, **Mr Bill Hutcheson** asked the following question without notice, which was responded to by the Mayor who advised that matter would be investigated, and a response provided.

*Question 1:*

“Regarding the community representation groups, for me one of my passions is around community planning and ensuring that the community do have a say in what happens with Council and are involved the decision making process.

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Council has two such community representative groups Turners Beach and Forth. When you search the website, there is hardly anything on there at all, the only thing I can find on there is in relation to the Charter for the Turners Beach group but not the Forth group. Just wondering why there is such a low profile for such groups, who I see as being very important in the community?"

*Response:*

The Charters for the two Community Representatives Groups are on the Website. The minutes of the two groups are actually attached to the agendas of meetings (which go on the website). The Charters also include the makeup of the Committees.

At this stage there are two vacancies on the Forth Community Representatives Committee which are about to be advertised. They are for someone to represent the Forth Primary School and the Sport and Recreation precinct.

The Committee has also approved a format of a notice to go out after each meeting of the major things discussed for community information and will be displayed at the Forth General Store, the Forth Pub and the Council's website and Facebook page. It will also identify the Committee members and the contact details for the Group."

- Cr Diprose moved and Cr Overton seconded, "That the response to question from Mr Hutcheson from the 21 October 2019 Ordinary Council meeting is received and noted."

Carried unanimously

**DEPARTMENTAL BUSINESS**

**GENERAL MANAGEMENT**

**343/2019 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:

- . Cradle Coast Waste Management Group – meeting held 4 September 2019
- . Central Coast Community Shed Management Committee – meeting held 7 October 2019
- . Central Coast Youth Engaged Steering Committee – meeting held 31 October 2019.

Copies of the minutes and notes have been circulated to all Councillors.”

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

Carried unanimously

**344/2019 Annual General Meeting for the year ended 30 June 2019**

The General Manager reported as follows:

*“PURPOSE*

This is a report on the conduct of the Council’s Annual General Meeting held on 11 November 2019.

*BACKGROUND*

The Annual General Meeting for 2019 was held on 11 November 2019. A record of the meeting was kept by way of minutes. A copy of the minuted record is attached.

The *Local Government Act 1993* provides that any resolution passed at an annual general meeting is to be considered at the next meeting of the Council. There were no resolutions other than the one to receive the Annual Report.

*DISCUSSION*

Eight members of the public attended the Annual General Meeting. The Mayor spoke in support of the Annual Report and a PowerPoint presentation of the highlights for the year was presented by the General Manager.

There is otherwise no discussion so far as this report is concerned.

*CONSULTATION*

Consultation is not required in respect of this report.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

This matter does not impact on resources.

*CORPORATE COMPLIANCE*

The holding of an annual general meeting is a statutory requirement.

The Central Coast Strategic Plan 2014–2024 includes the following strategy and key action:

Council Sustainability and Governance  
• Effective communication and engagement.

*CONCLUSION*

It is recommended that this report be received.”

The Executive Services Officer reported as follows:

“A copy of the minutes of the Annual General Meeting for 2019 have been circulated to all Councillors.”

■ Cr Carpenter moved and Cr Viney seconded, “That the report on the conduct of the Council’s Annual General Meeting for 2019 (a copy of the minutes of the meeting, held on 11 November 2019, being appended to and forming part of the minutes of this ordinary meeting of the Council) be received.”

Carried unanimously

**345/2019 Council and Development Support Special Committee meeting schedules 2020 (397/2011 – 12.12.2011)**

The General Manager reported as follows:

“The Executive Services Officer has prepared the following report:

*‘PURPOSE*

The purpose of this report is to propose and to list the Ordinary Council meeting and Development Support Special Committee (DSSC) meeting schedules for 2020.

*BACKGROUND*

The Council has a Policy in respect of holding Ordinary Council meetings on the third Monday of each month, with the exception of January and December. DSSC meetings are held on the second and last Monday of each month. This was adopted by the Council at its meeting on 12 December 2011 (Minute No. 397/2011).

*DISCUSSION*

The Council’s policy on the holding of Ordinary Council meetings ensures that certainty and regularity are provided to the community in the decision-making processes of the Council, as provided for in the *Local Government (Meeting Procedures) Regulations 2015* (the Regulations), Part 2 Division 1, Section 4.

The Council’s policy on the holding of its ordinary meetings states that meetings commence at 6.00pm and by adopting the proposed schedule, the Council satisfies Section 6(2) of the Regulations.

The policy for DSSC meetings provides for meetings to be held on the second and last Monday of the month unless otherwise resolved by the Council. The provisions of the *Local Government Act 1993* give the Council the flexibility to appoint and authorise a committee that is able to make planning and development determinations in a more timely and efficient manner than under the constraints of the timeframe and meeting procedure of ordinary meetings of the Council.

As provided for in Part 2 Division 1, Section 7(2) of the Regulations, the General Manager is to publish in a daily newspaper at least once in each year, of the times and places of the ordinary council meetings for the next 12 months, as well as council committees. The General Manager also ensures

that the notice referred to in sub-regulation (2) is made available to the public on the council's website.

*CONSULTATION*

Consultation is not required as the proposed meeting schedules for 2020 are in line with current Council policies.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

This will have no impact on resources as all Council and Committee meetings are required to be advertised.

*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.

Council Sustainability and Governance

- Improve corporate governance
- Effective communication and engagement.

*CONCLUSION*

It is recommended that the meeting schedules for Ordinary Council and DSSC meetings for 2020 be adopted (a copy of the schedules are appended to this report).'

The report is supported."

The Executive Services Officer reported as follows:

"Copies of the meeting schedules for Ordinary Council and DSSC meetings for 2020 have been circulated to all Councillors."

■ Cr Carpenter moved and Cr van Rooyen seconded, "That the meeting schedules for Ordinary Council and Development Support Special Committee meetings for 2020 be adopted (copies being appended to and forming part of the minutes)."

Carried unanimously

**346/2019 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 22 October 2019 to 18 November 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 van Rooyen 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

**347/2019 Common seal**

The General Manager reported as follows:

“A Schedule of Documents for Affixing of the Common Seal for the period 22 October 2019 to 18 November 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 Hiscutt 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

**348/2019      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 22 October 2019 to 18 November 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 Fuller moved and Cr Overton 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

#### **349/2019 Statutory determinations**

The Acting Director Community Services reported as follows:

“A Schedule of Statutory Determinations made during the month of October 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 Hiscutt moved and Cr Diprose seconded, “That the Schedule of Statutory Determinations (a copy being appended to and forming part of the minutes) be received.”

Carried unanimously

#### **350/2019 Ulverstone Sports and Leisure Centre –scoreboard replacement – reallocation of Capital funds**

The Acting Director Community Services reported as follows:

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

##### *‘PURPOSE*

The purpose of this report is to assist the Council in considering the reallocation of capital funds to allow for the replacement of the Court 2 scoreboard at the Ulverstone Sports and Leisure Centre.

##### *BACKGROUND*

The Ulverstone Sports and Leisure Centre (US&LC) provides a range of indoor sporting facilities for the benefit of the Central Coast community. It is arguably the premier indoor sporting facility on the North West Coast.

One of the key users of the facility is the Ulverstone Basketball Association. The Association primarily plays its home games on Court 2 as the space is well served by facilities which support the financial viability of the association.

Over the past two years the scoreboard servicing Court 2 has begun to experience a range of issues that have impacted its use. Issues have included the incorrect allocation of scores or fouls, an unresponsive control panel and power outages. Numerous attempts have been made to address the scoreboard issues, but unfortunately it remains unreliable and therefore needs replacing.

#### *DISCUSSION*

The use of a functioning scoreboard is integral for basketball games. Unlike many other sports which require only the score and time to be kept, basketball relies on the scoreboard to track player fouls, shot clock and time outs. When a scoreboard malfunctions, it creates challenges for scorers that can potentially influence the result of a game.

During the last two home games of the 2019 Ulverstone Basketball Association season, the scoreboard caused major disruptions to two games. This resulted in one game completed without a functioning scoreboard and the other was relocated to Court 1. It is problematic to relocate games when issues occur as the US&LC is a well utilised facility, both Court 1 and 2 heavily booked throughout the basketball season.

Further, in September, social roster basketball players reported the scoreboard was regularly malfunctioning.

The Council's Recreation Staff and electrical contractor have had limited success in addressing the issues by replacing switches and reconnecting wires. Usually, the issues begin to reoccur after a short period as it has been diagnosed that the major components such as the control box need replacing. However, the supplier has advised that they no longer stock parts or components for this older model of the scoreboard.

To ensure that the US&LC court can be used for competitive and social basketball games a working scoreboard is required.

#### *CONSULTATION*

This project has arisen due to the requirements of the UBA and other users of Court 2 at the US&LC. The UBA has advised that the scoreboard proposed to be installed would be suitable for their competition.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

A new scoreboard for Court 2 at the US&LC will cost \$30,270 (exc. GST). To fund the replacement, it is proposed to defer the Penguin Stadium seating and stairs (grandstand) project.

This project attempts to redevelop the grandstand to meet the current National Construction Code (NCC) standards. The existing stadium configuration does not meet these standards as the stairs are not a consistent height being higher than the NCC standards.

Upon further investigation into the project it was identified that it is not possible to complete the project within the budget available. The current budget would enable one of the four sections of the grandstand to be completed, however the works would constitute major works and under the NCC would trigger the requirement for all four seating areas to be made compliant. To undertake this level of work will require additional funding.

The NCC is not applied retrospectively and therefore there is no risk in terms of non-compliance based on the current configuration of the grandstand.

By deferring and reallocating the capital budget, the following budget adjustments would need to be made.

FUNDING SOURCE	CURRENT BUDGET \$	PROPOSED BUDGET \$	DIFFERENCE \$
Scoreboard (supply only)	–	25,000	25,000
Penguin Stadium Seating & Stair Compliance	25,000	–	(25,000)
<i>TOTAL</i>	<i>25,000</i>	<i>25,000</i>	<i>–</i>

It is proposed that the \$5,270 installation be funded through savings in the 2019–2020 operational US&LC building and maintenance budget.

There is a risk that if the scoreboard is not replaced, the US&LC will not be able to meet the needs of the basketball community as games may not be able to be played on the court. Due to the level of demand placed on the Centre for court time, if the scoreboard is inoperable games may need to be played at alternative venues and/or rescheduled.

The reallocation would see a project of much higher priority being completed over a project that is desirable but not able to be completed within the available budget allocation. The Penguin Stadium will remain fully functional as a sports stadium, and the seating and stair project can be further considered as part of the 2020–2021 budget deliberations.

#### *CORPORATE COMPLIANCE*

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

#### A Connected Central Coast

- Connect the people with services
- Improve community wellbeing.

#### Council Sustainability and Governance

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

#### *CONCLUSION*

It is recommended that the following proposed budget reallocations for capital funding for 2019–20 be accepted and approved by the Council:

FUNDING SOURCE	CURRENT BUDGET \$	PROPOSED BUDGET \$	DIFFERENCE \$
Scoreboard (purchase)	–	25,000	25,000
Penguin Stadium Seating & Stair Compliance	25,000	–	(25,000)
<i>TOTAL</i>	<i>25,000</i>	<i>25,000</i>	<i>–</i>

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

## COMMUNITY SERVICES

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- Cr van Rooyen moved and Cr Carpenter seconded, “That the capital reallocations of:

FUNDING SOURCE	CURRENT BUDGET \$	PROPOSED BUDGET \$	DIFFERENCE \$
Scoreboard (purchase)	–	25,000	25,000
Penguin Stadium Seating & Stair Compliance	25,000	–	(25,000)
<i>TOTAL</i>	<i>25,000</i>	<i>25,000</i>	<i>–</i>

for the 2019–2020 financial year be accepted and approved.”

Carried unanimously and by absolute majority

INFRASTRUCTURE SERVICES

**351/2019     Vegetation Management Strategy (34/2009 – 27.01.2009)**

The Acting 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 Strategy (the Strategy). A copy of the Strategy is appended to this report.

*BACKGROUND*

Originally developed in 2009, the Strategy has been revised to take into consideration any changes in the Crown Land lease requirements and to ensure its relevancy.

*DISCUSSION*

The main objective of the Strategy is to provide a consistent and sustainable approach towards the management of all vegetation within Council owned and managed land.

The Strategy will enable the Council to maintain the positive values of vegetation including maintain biodiversity, providing fauna habitat, erosion control, creating windbreaks, improving water quality, nourishing soil, inhibiting weed growth, storing carbon, producing oxygen, improving visual amenity and providing a sense of place.

*CONSULTATION*

Consultation in relation to this Strategy has been undertaken within the Infrastructure Services Department, Senior Leadership Team and was presented at a Councillors Workshop on 28 October 2019.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

There will be no cost associated with this Strategy other than the normal Estimates process for the inspection/maintenance of vegetation.

Risks associated with not implementing this Strategy is that there may be adhoc decisions made in relation to the management of vegetation and loss of established programs.

### *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 Strategy – October 2019 be endorsed.'

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

The Executive Services Officer reported as follows:

"A copy of the revised Vegetation Management Strategy dated October 2019 has been circulated to all Councillors."

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

Carried unanimously

### **352/2019      Tenders for the provision of maintenance services and expression of interest for building maintenance for 2020–2023**

The Acting Director Infrastructure Services reported as follows:

"The Assets & Facilities Group Leader reports as follows:

#### *'PURPOSE*

The purpose of this report is to consider the tenders received for the provision of:



- . Gardening Services;
- . Cleaning Services;
- . General Electrical Maintenance Services;
- . Security Services;
- . Plumbing Services
- . Fire Inspections, Maintenance of Essential Safety and Health Features and Measures (MOESHFAM) – Electrical Inspections and Testing and Tagging of Electrical Items;

for the period of 1 January 2020 to 31 December 2023.

Further, this report is to advise Councillors on the expression of interest process for the provision of general building maintenance.

### *BACKGROUND*

The Council requires the services listed to be undertaken by contractors to support its day labour workforce in the maintenance and operations of the Council's buildings and facilities.

The tender process for the above services is based on a three-year cycle with the Council having the option to extend for a period of one plus one years' period if any price rise can be negotiated and the service provided has been to the Council's satisfaction.

Tenders were called on Saturday, 21 September 2019 and closed on Tuesday, 22 October 2019.

Tenders will be awarded for the period 1 January 2020 to 31 December 2023 in accordance with the schedules of rates submitted. There is no rise and fall allowance in any of the tenders, therefore the annual, monthly and hourly price rates indicated in each of the tenders set out below is fixed for a three-year period.

As part of this process expressions of interest were also called for the provision of building maintenance to supplement the Council's day labour workforce. These contractors will be placed onto the preferred supplier list and called upon as/when necessary.

### *Gardening Services*

Tenders for the provision of Gardening Services 2020–2023 were received as follows (excluding GST):

The tenderers provided a rate per month for the eleven sites across the municipal area.

These were then extrapolated to an annual price.

TENDERER GARDENING SERVICES	PER MONTH RATE \$ (EX. GST)	PER ANNUM PRICE \$ (EX. GST)
S & K Design Building	\$3,740.00	\$44,880.00
Equity Labour Services	\$4,181.00	\$50,172.00
BUDGET	The funds for this service come from various budgets and they are sufficient to cover the annual price.	

The contract for 2016–2019 for this service was undertaken by S & K Design Building.

All tenderers generally meet the requirements of the specifications and should have the capabilities to provide the service.

The tenders were assessed by the Tender Assessment Panel using a ranking system on the identified weighted criteria and the tender of S & K Design Building received the highest ranking (a copy of the confidential Gardening Services tender assessment is appended).

It is recommended that the tender of S & K Design Building be accepted for Gardening Services 2020–2023.

### ***Cleaning Services***

Tenders for the provision of Cleaning Services 2020–2023 were received as follows (excluding GST).

The tenderers provided a rate per month for the ten sites across the municipal area.

These were then extrapolated to an annual price.

TENDERER CLEANING SERVICES		PER MONTH RATE \$ (EX. GST)	PER ANNUM PRICE \$ (EX. GST)
S & K Design Building		\$5,405.32	\$58,821.84
Jones Cleaning and Property Services		\$11,092.33	\$127,243.20
BUDGET	The funds for this service come from various cost centres and they have sufficient funds to cover the annual price.		

The contract for 2016–2019 for this service was undertaken by S & K Design Building.

All tenderers generally meet the requirements of the specifications and should have the capabilities to provide the service.

The tenders were assessed by the Tender Assessment Panel using a ranking system on the identified weighted criteria and the tender of S & K Design Building received the highest ranking (a copy of the confidential Cleaning Services tender assessment is appended).

It is recommended that the tender of S & K Design Building be accepted for Cleaning Services 2020–2023.

### ***General Electrical Maintenance Services***

The tender documents allowed for the separation of the Electrical Maintenance Services and the MOESHFAM and Testing and Tagging of Electrical Items.

This has been done and the tenders assessed accordingly.

Tenders for the provision of Electrical Maintenance Services were received as follows (excluding GST):

## INFRASTRUCTURE SERVICES

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TENDERER ELECTRICAL MAINTENANCE SERVICES		PRICE PER HOUR \$ (EX. GST)
Cradle Coast Electrical		60.00
GJ Appliance and Electrical Service		70.00
ETCS Electrical and Fire		67.00
Dobson Electrical (Tas) Pty Ltd		72.73
ETS Electrical Services (Falbury Pty Ltd)		80.00
Contact Electrical Pty Ltd		86.14
BSH Electrical Pty Ltd		115.45
BUDGET	The funds for this service come from various cost centres and they have sufficient funds to cover the average annual cost.	

The contract for 2016–2019 for this service was undertaken by Cradle Coast Electrical.

All tenderers meet the requirements of the specifications and have the capabilities to provide the service.

The tenders were assessed by the Tender Assessment Panel using a ranking system on the identified weighted criteria and the tender of Cradle Coast Electrical received the highest ranking (a copy of the confidential General Electrical Maintenance Services tender assessment is appended). These tenders are assessed on an hourly rate as the amount of work required in the period is unknown

It is recommended that the tender from Cradle Coast Electrical be accepted for the provision of General Electrical Maintenance 2020–2023.

*Security Services*

Tenders for the provision of Security Services 2020–2023 were received as follows (excluding GST):

TENDERER SECURITY SERVICES	GENERAL SECURITY PATROLS MONTHLY PRICE \$ (EX. GST)	TOILET LOCK UP'S MONTHLY PRICE \$ (EX. GST)	BOOM GATES/BBQ'S LOCKUP'S MONTHLY PRICE \$ (EX. GST)	CASH PICK UP'S MONTHLY PRICE \$ (EX. GST)	TOTAL MONTHLY PRICE \$ (EX. GST)
Southern Cross Security Pty Ltd	1,850.00	1,008.00	378.00	2,514.17	5,750.17
MA Services Group	2,272.60	1,100.00	396.00	2,765.58	6,534.18
Thomas Paul Security Services P/L	3,380.76	2,392.32	897.12	1,077.50	7,747.70
BUDGET	The funds for this service come from various cost centres and they have sufficient funds to cover the monthly price.				

The contract for 2016–2019 for this service was undertaken by Southern Cross Protection (Southern Cross Security Pty Ltd).

All tenderers generally meet the requirements of the specifications and should have the capabilities to provide the service.

The tenders were assessed by the Tender Assessment Panel using a ranking system on the identified weighted criteria and the tender of Southern Cross Security Pty Ltd received the highest ranking (a copy of the confidential Security Services tender assessment is appended).

It is recommended that the tender of Southern Cross Security Pty Ltd be accepted for the provision of Security Services 2020–2023.

### *Plumbing Services*

Tenders for the provision of Plumbing Services were received as follows (excluding GST):

Tenderers were requested to submit an hourly rate due to the unknown amount of service required.

Listed below are the salient rates.

TENDERER PLUMBING SERVICES	HOURLY RATE \$ (EX. GST)	AFTER HOURS HOURLY RATE \$ (EX. GST)	ON CALL RATE \$ (EX GST)
Brett Gleeson Plumbing Pty Ltd	70.00	70.00	110.00
Kiely Plumbing	72.27	110.00	240.91
BUDGET	The funds for this service come from various cost centres and they have sufficient to cover the average annual cost.		

The contract for 2016–2019 for this service was undertaken by GPS Plumbing (Brett Gleeson Plumbing Pty Ltd).

All tenderers generally meet the requirements of the specifications and should have the capabilities to provide the service.

The tenders were assessed by the Tender Assessment Panel using a ranking system on the identified weighted criteria and the tender of Brett Gleeson Plumbing Pty Ltd received the highest ranking (a copy of the confidential Plumbing Services tender assessment is appended). These tenders are assessed on an hourly and after hours rate as the amount of work required in the period is unknown.

It is recommended that the tender of Brett Gleeson Plumbing Pty Ltd be accepted for the provision of General Plumbing Maintenance 2020–2023.

***Maintenance of Essential Safety and Health Features and Measures***

Tenders received for Maintenance of Essential Safety and Health Features and Measures – Fire Inspections, Maintenance of Essential Safety and Health Features and Measures – Electrical Inspections and Testing and Tagging of Electrical Items are as follows (excluding GST):

TENDERER MOESHFAM INSPECTIONS AND ELECTRICAL TESTING AND TAGGING	PRICE PER HOUR ELECTRICAL INSPECTIONS (EXC. GST) \$	PRICE PER HOUR FIRE INSPECTIONS (EXC. GST) \$	TESTING AND TAGGING PRICE PER TAG (EXC. GST) \$	TRAVEL PER HOUR (EX. GST) \$
ETCS Electrical & Fire	55.00	5.50 per item	3.50	N/A
Dobson Electrical (Tas) Pty Ltd	72.73	7.00 per item	No price tendered	N/A
Contact Electrical Pty Ltd	86.14	86.14 per hour	4.55	86.14
ETS Electrical Services (Falbury Pty Ltd)	104.55	104.55 per hour	5.45	80.00
FCF Fire & Electrical	80.00	7.00 per item	3.64	50.00
BUDGET	The funds for this service come from various cost centres and they have sufficient to cover the average annual cost.			

The contract for 2016–2019 for this service was undertaken by ETCS Electrical & Fire.

The tenders were assessed by the Tender Assessment Panel using a ranking system on the identified weighted criteria and the tender of ETCS Electrical & Fire received the highest ranking (a copy of the confidential Maintenance of Essential Safety and Health Features and Measures tender assessment is appended).

It is recommended that the tender of ETCS Electrical & Fire be accepted for the provision of Maintenance of Essential Safety and Health Features and Measures – Electrical Inspections, Maintenance of Essential Safety and Health Features and Measures – Fire Inspections and Testing and Tagging.

### ***Expression of Interest for Building Maintenance Services***

Expression of interest for the provision of building maintenance services were received as follows (excluding GST):

EXPRESSION OF INTEREST BUILDING MAINTENANCE SERVICES	HOURLY RATE \$ (EX. GST)
S & K Design Building	55.00
Fairbrother Pty Ltd	70.00

This is to advise that these contractors have now been placed on the preferred supplier list and will be called upon as/when required to undertake building maintenance to complement the Council's day labour workforce who have first option on the works available.

S & K Design Building have been providing this service for a number of years following a similar process.

It should be noted that contractors can be added to this list at any time providing they provide the relevant insurance and other required licences.

### ***CONSULTATION***

The tender process is undertaken in accordance with the Council's adopted Code for Tenders and Contracts and all tenders were publicly advertised.



### *RESOURCE, FINANCIAL AND RISK IMPACTS*

The provision of these services can be accommodated within the maintenance/operations budgets in the various cost centres.

Risks associated with these services is that maintenance and operational programs may not be completed in an appropriate time and manner.

### *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.

Council Sustainability and Governance

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

### *CONCLUSION*

It is recommended that the following Tenders for the period 1 January 2020 to 31 December 2023 be accepted and approved:

- 1 S & K Design Building for the provision of Gardening Services 2020–2023 for the annual price of \$49,368.00 (including GST) [\$44,880.00 (excluding GST)]; and
- 2 S & K Design Building for the provision of Cleaning Services 2020–2023 for the annual price of \$64,704.00 (including GST) [\$58,821.82 (excluding GST)]; and
- 3 Cradle Coast Electrical for the provision of General Electrical Maintenance 2020–2023 for the price per hour of \$66.00 (including GST) [\$60.00 per hour (excluding GST)]; and
- 4 Southern Cross Security Pty Ltd for the provision of Security Services 2020–2023 for the monthly price of \$6,325.19 (including GST) [\$5,750.17 (excluding GST)]; and

- 5 Brett Gleeson Plumbing for the provision of General Plumbing Maintenance 2020–2023 for the price per hour of \$77.00 (including GST) [\$70.00 per hour (excluding GST)]; and
- 6 ETCS Electrical & Fire in the amount of \$60.50 per hour (including GST) [\$55.00 per hour excluding GST] for Maintenance of Essential Safety and Health Features and Measures – Electrical Inspections, \$6.05 per item (including GST) [\$5.50 per item excluding GST] for Maintenance of Essential Safety and Health Features and Measures – Fire Inspections and \$3.85 per item (including GST) [\$3.85 per item excluding GST] for Testing and Tagging of Electrical Items for the period 1 January 2020 to 31 December 2023 be accepted; and that
- 7 Fairbrother and S & K Design Building having provided all necessary information and insurance etc. be placed onto the preferred supplier list for additional building maintenance works.’

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

The Executive Services Officer reported as follows:

“Copies of the confidential tender assessments have been circulated to all Councillors.”

■ Cr Carpenter moved and Cr Viney seconded, “That the following Tenders for the period 1 January 2020 to 31 December 2023 be accepted and approved:

- 1 S & K Design Building for the provision of Gardening Services 2020–2023 for the annual price of \$49,368.00 (including GST); and
- 2 S & K Design Building for the provision of Cleaning Services 2020–2023 for the annual price of \$64,704.00 (including GST); and
- 3 Cradle Coast Electrical for the provision of General Electrical Maintenance 2020–2023 for the price per hour of \$66.00 (including GST) [\$60.00 per hour; and
- 4 Southern Cross Security Pty Ltd for the provision of Security Services 2020–2023 for the monthly price of \$6,325.19 (including GST) [\$5,750.17; and
- 5 Brett Gleeson Plumbing for the provision of General Plumbing Maintenance 2020–2023 for the price per hour of \$77.00 (including GST) [\$70.00 per hour; and
- 6 ETCS Electrical & Fire in the amount of \$60.50 per hour (including GST) for Maintenance of Essential Safety and Health Features and Measures – Electrical

Inspections, \$6.05 per item (including GST) for Maintenance of Essential Safety and Health Features and Measures – Fire Inspections and \$3.85 per item (including GST) for Testing and Tagging of Electrical Items for the period 1 January 2020 to 31 December 2023 be accepted; and that

- 7 Fairbrother and S & K Design Building having provided all necessary information and insurance etc be placed onto the preferred supplier list for additional building maintenance works.”

Carried unanimously

### ORGANISATIONAL SERVICES

#### 353/2019 Organisational Services

The General Manager reported as follows:

“There are no matters for consideration at this meeting.”

#### 354/2019 Public question time

The Mayor introduced public question time at 6.33pm.

Ms Romy Greiner – South Preston

Question 1 –

“Whether Council has received communications from TasNetworks providing geographical and technical details of the proposed new High Voltage Overhead Transmission Lines from Hampshire to Staverton and the proposed replacement of the existing 220kv transmission line from Nook to Burnie, passing Gawler and Penguin, or if not, is aware in general terms of the proposed transmission system upgrades?”

Response –

The Mayor referred the matter to the General Manager who advised that as late as this afternoon, (I) have been talking to TasNetworks to see where they are up to with this project, as we haven’t got the exact locations and was asking on behalf of the Council. There is little information they can provide us on the proposed route alignment or landowners impacted at this stage, this is mainly due to privacy issues with releasing private landowner information they have gathered, in their own process. TasNetworks are saying:

*‘This also reflects our undertaking in the public domain and with landowners that we will not release the proposed corridor, will not release the proposed corridor until we have made best endeavours to engage with potentially directly impacted landowners first. In this vein, I can advise that we have either made initial contact with or will have made best endeavours to contact potentially impacted landowners by the end of this week.’*

At this stage we haven’t got anything more and they won’t do that until they have gone through and talked with landowners, and they had privacy issues to discuss too. They won’t release their route. I know there are some different ones going around,

but they are all assumptions by people, there is no exact route identified by them until they have gone through engagement process and that (information) was as late as this afternoon.

Question 2 –

“Just a follow on in relation to the replacement of the existing 220kv coastal line which is supposed to be replaced with a larger capacity dual circuit transmission line, have you received any information in relation to that; and further I am wanting to seek confirmation that the proposed developments are subject to a DA, so that Council can represent the interests of the community and can impose environmental, visual and social impact mitigation measures?”

Response –

The General Manager responded that TasNetworks are working on whether they will have each individual council go through a Development Application process, or whether they will go through a process that includes all the groups together. There are ‘pros and cons’ with that. If it is each individual Council, the Council won’t be able to put their own response in but will receive the representations from the ratepayers to assess. With the larger one (process) looking at them all at the one time, the Council can put in a response through that process, because they won’t be the ones that are having to deal with the representations. We are still waiting on TasNetworks, as to which way they propose to go.

Question 3 –

“Is there an approximate timeframe?”

Response –

The General Manager advised that it is up to TasNetworks, and when they have done all their investigations and all the things required under a Development Application. Until then, we (the Council) wait for them to put the application in.

Questions and replies concluded at 6.40pm.

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## CLOSURE OF MEETING TO THE PUBLIC

### 355/2019 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 Regional Waste Management Board – meeting held 30 October 2019	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
TasWater Quarterly Report to the Owners’ Representatives	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
Ulverstone Cultural Precinct Guaranteed Maximum Price Expression of Interest – Consideration of the appointment of building contractor (327A/2019 – 21.10.2019)	15(2)(b) information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business.”

- Cr Viney moved and Cr Overton 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 Regional Waste Management Board – meeting held 30 October 2019	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
TasWater Quarterly Report to the Owners’ Representatives	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
Ulverstone Cultural Precinct Guaranteed Maximum Price Expression of Interest – Consideration of the appointment of building contractor (327A/2019 – 21.10.2019)	15(2)(b) information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business.”

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

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confidential or released to the public, taking into account privacy and confidentiality issues.

- 3 The *Local Government Act 1993* provides that a councillor must not disclose information seen or heard at a meeting or part of a meeting that is closed to the public that is not authorised by the council to be disclosed.

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

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

The meeting moved into Closed session at 6.43pm



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### 356/2019 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 21 October 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

#### **357/2019 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 Regional Waste Management Board – meeting held 30 October 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.”

**358/2019 TasWater Quarterly Report to the Owners' Representatives**

The General Manager reported as follows:

*"PURPOSE*

This report is to present the TasWater Quarterly Report to Owners' Representatives for the period ended 30 September 2019. The report is provided to all owner councils on an 'In Confidence' basis.

...

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."

COMMUNITY SERVICES

**359/2019      Ulverstone Cultural Precinct Guaranteed Maximum Price Expression of Interest –  
Consideration of the appointment of building contractor (327A/2019 –  
21.10.2019)**

The Acting Director Community Services reported as follows:

*“PURPOSE*

A report was provided to assist the Council in further consideration of the Ulverstone Cultural Precinct tender.

**360/2019      Adjournment of meeting**

The meeting adjourned from 6.45pm – 7.18pm for Councillors to workshop and consider the content of the report and motion currently before the meeting.

The meeting resumed at 7.18pm.

**359/2019      ...continued**

...

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 7.23pm.

CONFIRMED THIS 16TH DAY OF DECEMBER 2019.

### **Chairperson**

(lb:Imm)

### **Appendices**

- Minute No. 344/2019 – Minutes of the Annual General Meeting 2019
- Minute No. 345/2019 – Council and Development Support Special Committee meeting schedules 2020
- Minute No. 346/2019 – Schedule of Correspondence addressed to the Mayor and Councillors
- Minute No. 347/2019 – Schedule of Documents for Affixing of the Common Seal
- Minute No. 348/2019 – Schedule of Contracts & Agreements
- Minute No. 349/2019 – Schedule of Statutory Determinations
- Minute No. 351/2019 – Vegetation Management Strategy – October 2019

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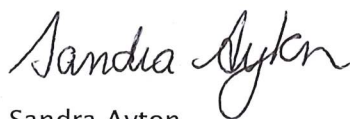
*QUALIFIED PERSON'S ADVICE*

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

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Minutes of the Annual General Meeting of Central Coast Council held in the Gnomon Room, Wharf Precinct, Ulverstone on Monday, 11 November 2019 commencing at 7.00pm.

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**Present**

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

Cr Garry Carpenter (Deputy Mayor)  
Cr Amanda Diprose  
Cr Casey Hiscutt  
Cr Philip Viney

General Manager (Ms Sandra Ayton)  
Acting Director Community Services (Mr Paul West)  
Acting Director Infrastructure Services (Mr Paul Breden)  
Executive Services Officer (Mrs Lou Brooke)

Mr Jake Weeda  
Mr Tim Johnson  
Mr Bob Storer  
Ms Dot Soden  
Mr Shaun Conkie  
Mr Aaron Meldrum  
Mr Bill Koetsier  
Mrs Jeanne Koetsier

**Apologies**

Mrs Leonie Hiscutt  
Cr Tony van Rooyen

**Media attendance**

The media was not represented.

**Opening of meeting**

The Mayor, in opening the meeting and welcoming those in attendance:

- advised that the Annual General Meeting had been called in accordance with the requirements of the *Local Government Act 1993*;
- advised that notice of the Annual General Meeting was given in The Advocate newspaper on Wednesday 23 October and Saturday 26 October 2019;



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referred the public in attendance to the agenda prepared for the meeting and which incorporated procedures for the conduct of the meeting.

### **Introduction of councillors**

The Mayor introduced the attending Councillors and Council staff to the meeting.

### **Confirmation of the Minutes**

■ Mr Weeda moved and Cr Overton seconded, "That the minutes of the Annual General Meeting held on 28 November 2018, as circulated be confirmed."

Carried unanimously

### **Annual Report**

The Mayor reported that the Annual Report for the year ended 30 June 2019, including financial statements and audit opinion, had been advertised as available to the public from the Administration Centre and Service Centre and on the Council's website. Electors were invited to make written submissions relating to the Annual Report.

The Mayor spoke in support of the Annual Report.

Additional comments were provided by the General Manager with a PowerPoint display of highlights from the Annual Report.

The Mayor called for questions from the floor:

*Mr Jake Weeda, Ulverstone*

"Each year, I say that in general that most people must be happy, as years ago we had dozens attend the AGM, but this was due to a particular matter. Again, the Council has done a top job, and I congratulate the staff, General Manager and Mayor.

Some of the items from my submission last year I'd like to relist, particularly the Camp Clayton/Maskells Road junction. Is there a possibility of working with the Department of Infrastructure, Energy and Resources to change this to an 80kmh zone, as cars hum through there, especially near the Camp Clayton turn off? I have witnessed this regularly as family operate boarding

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kennels in that area. I did suggest a roundabout, but my funding suggestion was a little off.

Can the FOGO bins for units be looked at, does each unit need a bin?

At the Australia Day Breakfast in January 2019, I raised to the previous Director Infrastructure Services a safety issue relating to Kings Parade and that there was nothing to stop cars coming on to the footpath and then down the hill, on to the road. Can someone please look at this? Approximately four years ago I raised about a rail on the footpath over the bridge, can this be reviewed?

The area along Beach Road, Ulverstone (opposite the Waterslide) up to the Pump n Jump Park, can a footpath be constructed here, it was in last year's budget and the kerb and channel here is not good.

I acknowledge the staff, they are great and deserve the accolades, keep up the good work."

In response, the Mayor thanked Mr Weeda for his comments and advised that the Council has spoken with the Department of State Growth in relation to Maskells Road, and a solution to the matter is yet to be found. The Mayor acknowledged Mr Weeda's comments in relation to his appraisal of the Council and thanked him for his efforts to attend each year and speak honestly of how he finds the Council, whether it be praise or criticism.

*Mr Bill Koetsier, Penguin*

"On Dial Road, Penguin (south of South Road), heading south, there is now a ripple effect on the road, which is seeing the majority of cars are using the middle of the road and not the sides, this needs to be looked at."

The Mayor responded and advised that Mr Koetsier's comments would be taken on notice.

*Mr Tim Johnson, Ulverstone*

"I am disappointed that no one is here at the meeting, I haven't attended before, but the 'before and after' images of works within the town are great. I would like people to be proud of their community and there are many things (like this) that people don't know about. I'd like to see people take pride in their community particularly with things like dog waste, cigarette butts and rubbish. Can the Council look at having a screen placed within the town that displays the presentation shown here?"

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The Mayor responded and advised that the suggestion would be taken on notice and that the Council will consider this, further noting that there had been suggestions of installing a larger screen at Apex Park. The Mayor acknowledged Mr Johnson's comment in relation to being disappointed at the attendance and noted the great response the Council had to the recent Ulverstone Community Supper, which saw approximately 140 people attend, however, stated that the Annual General Meeting was a different forum, with a different presentation, which shows the works and projects in a different light.

*Cr Garry Carpenter, Gunns Plains*

"In the Annual Report, it shows a few blow outs in budget and there are notes within the financials that have clearly outlined the reasoning behind this. It is clear and open reporting and is a good indication of where the Council is at. There is one other item that is noted, and that is the decrease in the number of houses and units built, than in the previous year. I would like to understand the causes of this, has there been a downturn? What can the Council do to assist, if there is a downturn?

Mr Jake Weeda provided comments in relation to his recent attendance at the opening of four units in Latrobe, that were built in conjunction with Housing Choices. Mr Weeda noted the Council owned land at the end of Leighlands Avenue, stating there is substantial area to build two or three units, and the land would be well suited to such a project. Furthermore, Mr Weeda noted a similar project to that of Latrobe, was also undertaken in Devonport. Mr Weeda indicated that land prices have increased, and blame cannot be placed on developers. Mr Weeda encouraged the Council to consider parcels of Council-owned land for such projects and with that, approach Housing Choices to discuss the matter further.

The Mayor responded and advised of a recent Councillor Workshop where raising awareness on homelessness in Central Coast was discussed and advised that the Council needs to continue to work on these challenges, now and into the future.

*Mrs Jeanne Koetsier, Penguin*

"The Penguin Foreshore rehabilitation, where is that at and is it going to go ahead?"

The Mayor advised that the Council is waiting to receive the final Deed of Agreement, and once the Deed has been finalised, the project will go out to tender. It is hoped that works will commence before the next winter.

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*Cr John Beswick, Ulverstone*

"In response to the comment of the numbers being down on the building of houses and units, it is noted that the number of planning applications increased. It would be interesting to look at the building numbers next year, as sometimes the planning process can be arbitrary."

*Mr Tim Johnson, Ulverstone*

"Can I suggest that the Council considers buying the house (currently for sale) on the corner of Gollan Street, Ulverstone. This is a prime location for future car parking and would be a strategic move for future consideration in 10-15 years."

The Mayor noted Mr Johnson's suggestion.

#### **Submissions**

No written submissions have been received.

- Cr Hiscutt moved and Mr Weeda seconded, "That the Annual Report be received."

Carried unanimously

#### **Projects happening in 2019-2020**

The Mayor in closing, wanted to acknowledge community members and volunteers involved with Emergency Management, particularly at this time with the current bushfires in Queensland and New South Wales. In recent times Tasmania has seen fires in the Central Highlands one week, to snow the next. It is a reminder that we all need to be mindful and prepared for the summer periods. We need to ensure we are safe and take care of each other and hopefully in return we will see the community get through the next year without any major disasters.

#### **Close of meeting**

The Mayor closed the meeting at 8.15pm and, in doing so, thanked those in attendance for their participation.



Sandra Ayton  
GENERAL MANAGER



# COUNCIL

## MEETING DATES 2020

Ordinary meetings of the Council are held on the third Monday monthly, except for January and December as shown below.

Meetings are held in the Council Chamber, Administration Centre, 19 King Edward Street, Ulverstone and are open to the general public. Meetings commence at 6.00pm, and at 6.40pm 30 minutes is allocated to the public to ask questions of the Council.

The current agenda and minutes are available from either the Administration Centre or the Service Centre, Penguin, or can be accessed on the Council's website at [www.centralcoast.tas.gov.au](http://www.centralcoast.tas.gov.au)

Meeting dates for 2020 are scheduled as follows:

\*Tuesday 28 January  
Monday 17 February  
Monday 16 March  
Monday 20 April  
Monday 18 May  
Monday 15 June  
Monday 20 July  
Monday 17 August  
Monday 21 September  
Monday 19 October  
Monday 16 November  
Monday 14 December



SANDRA AYTON  
General Manager

# DEVELOPMENT SUPPORT SPECIAL COMMITTEE

## MEETING DATES 2020

Meetings of the Development Support Special Committee are held in the Council Chamber, Administration Centre, 19 King Edward Street, Ulverstone. This Committee deals with matters of a land-use planning nature, particularly determination of applications. Although scheduled, meetings are only held if required. Persons interested in attending should contact the Land Use Planning Group (tel. 6428 8952) to find out if the meeting will be required on the scheduled date.

The current agenda and minutes are available from either the Administration Centre or the Service Centre, Penguin, or can be accessed on the Council's website at [www.centralcoast.tas.gov.au](http://www.centralcoast.tas.gov.au)

Meeting dates for 2020 are scheduled as follows:

Monday 13 January	Monday 13 July
Monday 10 February	Monday 27 July
Monday 24 February	Monday 10 August
*Tuesday 10 March	Monday 31 August
Monday 30 March	Monday 14 September
*Wednesday 15 April	Monday 28 September
Monday 27 April	Monday 12 October
Monday 11 May	Monday 26 October
Monday 25 May	Monday 9 November
*Tuesday 9 June	Monday 25 November
Monday 29 June	Monday 30 November



SANDRA AYTON  
General Manager

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

Period: 22 October to 18 November 2019

- . Letter requesting sponsorship from the Ulverstone Primary School
- . A letter requesting the Councils support by calling for the Australian Government to sign and ratify the Treaty on the Prohibition of Nuclear Weapons
- . An email reporting the findings of the FOGO waste collection during the first week of implementation for Central Coast
- . Letter of appreciation in relation to a recent stay in Ulvestone.
- . Letter seeking Council's reasons for the implementation of FOGO and concerns relating to the service.



Sandra Ayton  
GENERAL MANAGER

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

Period: 22 October to 18 November 2019

*Documents for affixing of the common seal under delegation*

- . Final Plan of Survey and Schedule of Easements  
4 and 6 Southwood Avenue, Penguin  
Lots 1,36,97 and 98 (Stage 1)  
Application No. DA2018017
- . Transfer of Land  
Central Coast Council to The Crown in Right of Tasmania  
100 Queen Street, West Ulverstone  
Register Volume 121241 Folio 1
- . Transfer of Land  
Central Coast Council to Swanson and Cameron  
Lot 2 Overall Street, Sulphur Creek  
Register Volume 177657 Folio 1
- . Part 5 Agreement under s.71 of *Land Use Planning and Approvals Act 1993*  
8 Southern Cross Drive, Ulverstone – DA2018193  
Central Coast Council and Elise Mee  
Register Volume 154831 Folio 111
- . Transfer of Land  
Central Coast Council to Life Christian Church Forth Inc  
6A Allambie Crescent, Ulverstone  
Register Volume 8946 Folio 82
- . Part 5 Agreement under s.71 of *Land Use Planning and Approvals Act 1993*  
Central Coast Council and Louise Ann Bates  
314 Stubbs Road, Forth – DA2018339  
Register Volume 241462 Folio 1



Sandra Ayton  
GENERAL MANAGER



## SCHEDULE OF CONTRACTS AND AGREEMENTS

(Other than those approved under the Common Seal)

Period: 22 October to 18 November 2019

### *Contracts*

- . Contract No. 4/2019-2020  
Cleanaway Pty Ltd  
Undertake buildings and facilities waste collection service from various skip bins in the Central Coast municipal area, including the rental of skip bins  
Net Price \$37,257.44
- . Contract No. 5/2019-2020  
Maxwood Technology Australia Ltd  
Supply and installation of Maxwood Kotobuki 712 Series chair  
as per tender 2082/S dated 24 September 2019, at the Ulverstone Civic Centre, 16 Patrick Street Ulverstone  
Net Price \$144,342.00
- . Contract No. 6/2019-2020  
Hardings Hotmix Pty Ltd  
Supply of sprayed bituminous sealing for urban and rural roads for the 2019-2020 financial year  
Net Price \$727,568.32 (incl. GST)

### *Agreements*

- . Sponsorship Agreement  
GTR Events Pty Ltd and Central Coast Council  
Spirit of Tasmania Cycling Tour  
3-7 December 2019  
Agreement term: Three months after the event
- . Licence Agreement  
Ross Murphy and Central Coast Council  
For the operation of paddle boats on Hiscutt Park pond  
Agreement term: Twelve (12) months from 13 November 2019
- . Tenancy Agreement  
Central Coast Council and Josh Roberts (Trading as Buttons Brewery)  
Restaurant and kitchen area Leven River Wharf Precinct, Ulverstone  
Agreement term: 1 December 2019 to 29 February 2020



Sandra Ayton  
GENERAL MANAGER

**Central Coast Council**  
**List of Development Applications Determined**  
**Period from: 1 October 2019 to 31 October 2019**

Application Number Display	Address	DA Type	Proposed use	Application Date	Decision Date	Day determined	Cost Of Works
DA2018097	88 Esplanade TURNERS BEACH, TAS,7315	Discretionary	Residential (subdivision to create two lots and construction of a dwelling)	3/10/2018	28/10/2019	38	\$250,000.00
DA2018178	4 Blackburn Drive TURNERS BEACH, TAS,7315	Discretionary	Subdivision (three lots) to accommodate separate use classes comprising: Lot 1 – 2.93ha – Resource development & Resource processing with ancillary Food services (café); Lot 2 – 4.23ha – Resource development with a required dwelling; and Lot 3 – 5.83ha – Visitor accommodation (site for fully self-contained recreational vehicles)	10/12/2018	16/10/2019	51	\$10,000.00
DA2018270 – 1	40 Richard Place ULVERSTONE,TAS,7315	Discretionary	Residential (awning and privacy screen and as constructed deck extension)	27/09/2019	21/10/2019	7	\$0.00
DA2019009	17 Poynton Close TURNERS BEACH, TAS,7315	Discretionary	Residential (dwelling extension)	8/07/2019	1/10/2019	29	\$30,000.00

DA2019010	225 Penguin Road WEST ULVERSTONE, TAS,7315	Discretionary	Food services (roofed deck) and Visitor accommodation (27 van sites, cabin, amenities block and a wastewater dump facility)	9/07/2019	25/10/2019	60	\$200,000.00
DA2019019	860 Castra Road SPALFORD,TAS,7315	Discretionary	Residential (dwelling and outbuilding – shed)	24/07/2019	24/10/2019	33	\$200,000.00
DA2019038	350 Preservation Drive SULPHUR CREEK,TAS,7316	Discretionary	Residential (multiple dwellings x three)	8/08/2019	16/10/2019	33	\$242,000.00
DA2019044	1054 Preston Road NORTH MOTTON, TAS,7315	Discretionary	Residential (dwelling and outbuilding – shed)	14/08/2019	1/10/2019	29	\$280,000.00
DA2019045	1 Arcadia Avenue TURNERS BEACH,TAS,7315	Discretionary	Residential (outbuilding – carport and shed)	15/08/2019	4/10/2019	16	\$400,000.00
DA2019053	William Street (CT174636/4) FORTH,TAS,7310	Discretionary	Residential (building envelopes for a non-required dwelling and outbuilding – shed)	22/08/2019	16/10/2019	34	\$350,000.00
DA2019057	314 Ironcliffe Road PENGUIN,TAS,7316	Discretionary	Residential (demolition of existing dwelling and outbuildings to allow construction of a new dwelling)	30/08/2019	9/10/2019	28	\$450,000.00
DA2019059	92 Leven Street ULVERSTONE,TAS,7315	Permitted	Communal Dwelling	30/08/2019	16/10/2019	20	\$1,500.00
DA2019061	1 Grange Court WEST ULVERSTONE,TAS,7315	Discretionary	Residential (outbuilding – shed)	2/09/2019	9/10/2019	28	\$150,000.00
DA2019062	79 White Hills Road PENGUIN,TAS,7316	Discretionary	Residential (dwelling and outbuilding – shed)	2/09/2019	25/10/2019	36	\$440,000.00

DA2019063	153 Isandula Road GAWLER,TAS,7315	Discretionary	Residential (outbuilding – shed)	5/09/2019	16/10/2019	34	\$34,000.00
DA2019064	54 Trevor Street ULVERSTONE,TAS,7315	Discretionary	Residential (demolition of existing outbuilding and construction outbuilding – shed)	6/09/2019	16/10/2019	30	\$21,600.00
DA2019067	12 Ironcliffe Road PENGUIN,TAS,7316	Permitted	Community Meeting & Entertainment – Masonic Lodge – Awning & ramp	10/09/2019	22/10/2019	13	\$10,000.00
DA2019071 – 1	133 Castra Road ULVERSTONE,TAS,7315	Minor amendment of a Permit.	Residential (outbuilding – garage, workshop and gym)	4/09/2019	9/10/2019	8	\$150,000.00
DA2019076	101 South Road PENGUIN,TAS,7316	Permitted	Subdivision (two lots)	16/09/2019	24/10/2019	22	\$10,000.00
DA2019077	8 Maisie Place ULVERSTONE,TAS,7315	Discretionary	Residential (outbuilding – carport)	16/09/2019	25/10/2019	31	\$145,000.00
DA2019080	21 Forth Road TURNERS BEACH, TAS,7315	Discretionary	Residential (demolition of dwelling – new dwelling and outbuilding – shed)	17/09/2019	24/10/2019	35	\$330,000.00
DA2019087	7 Braddon Street PENGUIN,TAS,7316	Permitted	Visitor Accommodation	24/09/2019	1/10/2019	4	\$1,000.00
DA2019094	4 Blythe Street HEYBRIDGE,TAS,7316	Discretionary	Visitor accommodation	1/10/2019	10/10/2019	6	\$0.00
DA2019101	694 Forth Road FORTH,TAS,7310	Discretionary	Visitor accommodation	3/10/2019	10/10/2019	1	\$10,000.00
DA2019109	148 Clerke Plains Road SPALFORD,TAS,7315	Permitted	Resource development (outbuilding – storage shed)	8/10/2019	25/10/2019	14	\$60,000.00

**SCHEDULE OF STATUTORY DETERMINATIONS  
MADE UNDER DELEGATION**

Period: 1 October 2019 to 31 October 2019

Building Permits – 5

•	New dwellings	2	\$670,000
•	Outbuildings	0	\$0.00
•	Additions/Alterations	2	\$135,000
•	Other	1	\$200,000
•	Units	0	\$0.00

Demolition Permit – 1

Permit of Substantial Compliance – Building – 1

Notifiable Work – Building – 4

•	New dwellings	0	\$0.00
•	Outbuildings	1	\$35,000
•	Additions/Alterations	1	\$90,000
•	Other	2	\$17,426

Building Low Risk Work – 1

Certificate of Likely Compliance – Plumbing – 10

No Permit Required – Plumbing – 1

Food Business registrations (renewals) – 14

Food Business registrations – 2

Temporary Food Business registrations – 4

Temporary 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



Barry Omundson

DIRECTOR COMMUNITY SERVICES

# Vegetation Management Strategy

October 2019



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## **1 INTRODUCTION**

The Central Coast Council manages a wide variety of vegetation types requiring specialised management which ranges from 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.

The positive values of vegetation include maintaining biodiversity, providing fauna habitat, erosion control, creating windbreaks, improving water quality, nourishing soil, inhibiting weed growth, storing carbon, producing oxygen, improving visual amenity and providing a sense of place.

The Vegetation Management Strategy will provide a consistent and sustainable approach towards the management of all vegetation within Council owned and managed land.

## **2 STRATEGY AIM**

The aim of this Strategy is to:

- Provide a cost-effective framework for making structured, consistent and environmentally sound management decisions for vegetation that is growing on Council owned and managed land.
- Provide vegetation management that is consistent with community expectations, legislation and policies while at the same time working within resource parameters.
- Maintain vegetation in a safe and healthy condition and ensure appropriate clearances are maintained.
- Preserve, manage and enhance specific indigenous and introduced vegetation within the municipal area and manage priority weeds.
- Maintain biodiversity of flora and provide habitat for native fauna.
- Encourage best practice methods for vegetation management and continually review current practices.
- Manage vegetation as part of the overall *Risk Management Policy 2019* implemented by the Council in order to maintain and enhance the quality of life and safety of its employees, residents and visitors.

## **3 VEGETATION SIGNIFICANCE AND RELATED LEGISLATION**

The significance or importance of vegetation varies greatly and needs to be defined and considered prior to its management; therefore Council staff are required to refer to a considerable number of internal and external documents for specific vegetation management issues.



Significance is regulated by Heritage listings, various State and Commonwealth legislation, Council procedures and policies, tree preservation zones, community perception, importance as fauna habitat, biodiversity and any other regulatory constraints as considered appropriate.

#### **4 CENTRAL COAST INTERIM PLANNING SCHEME 2013**

The Council has responsibility for land use planning under the *Land Use Planning and Approvals Act 1993*, and a regulatory role in environmental management under the Act.

There are many and varied requirements within the Planning Scheme relating to vegetation. Vegetation should be considered during the planning stage of any project and subdivision, if you are unsure of the requirements under the current Planning Scheme please consult with the Council's Land Use Planning Department.

#### **5 CROWN LAND LEASED BY COUNCIL**

Most of the coastal zone and significant areas of the Leven, Gawler and Forth River banks are leased by the Council from the Crown as Public Recreational Areas. Crown land activities in public reserves are governed by the *Crown Lands Act 1976*. Failure to adhere to the following may result in fines and or legal action.

*Under the Crown Lands Act 1976:*

*(1) No person shall, without lawful authority:*

- (a) use, occupy, or be found in possession of any Crown land or assigned land; or*
- (b) keep or depasture any sheep, cattle, or other stock thereon; or*
- (c) cut, dig, or take therefrom any timber, wood, gravel, stone, limestone, salt, guano, shells, sand, loam, brick-earth, or any other natural substance whatever; or*
- (d) strip or remove bark from any tree growing or being thereon; or*
- (e) cut, remove, take, or damage any trees or vegetation thereon; or*
- (f) subject to subsection (7), light thereon any fire; or*
- (g) deposit any litter as defined by the Litter Act 2007 including any vehicle or any part of a vehicle thereon.*

Persons sub-leasing land from the Council must adhere to the *Crown Lands Act 1976* as well as their individual lease agreement with the Council.

## **6 COMMUNITY CONSULTATION AND EDUCATION**

Consultation with the community, community groups and other stakeholders such as Crown Land Services and the Tasmania Parks and Wildlife Service, is likely to reduce conflict on vegetation issues and provide an opportunity to facilitate optimum solutions.

Falling leaves, twigs, fruit and flowers are considered normal and expected vegetation behaviour and therefore are not reason enough alone for removal or pruning. Vegetation will, however, be maintained in a safe and appropriate manner to reduce nuisance issues.

Any request for the removal/pruning or planting of vegetation will be assessed by the Council within the context of this Strategy and associated documents. Any assessments and approved works will be carried out as part of the Council's annual works program unless identified as a safety risk.

Where significant vegetation works are required adjacent to or within close proximity to private property, property owners/residents will be informed through correspondence from the Council.

The Council will continue to provide educational information and material particularly on the Council's vegetation management programs and services, to the community in the form of brochures, pamphlets, guidelines and up to date information on the Council's website.

## **7 VEGETATED AREAS**

Vegetation consists of native and exotic plants and includes any tree, shrub, grass or weed within the following areas controlled by the Council:

- open space/park areas;
- bushland reserves;
- active recreation grounds;
- buffer zones and green belts;
- cemeteries;
- tree preservation areas;
- foreshore reserves;
- riparian reserves;
- road reservations; and
- others including leased property, gravel pits and aged persons homes.

## **8 VEGETATION MANAGEMENT**

As living organisms, plants and trees are not permanent features, they have a finite life and need to be managed accordingly.

Vegetation management is undertaken for a number of reasons, which include:

- Providing appropriate carriageway and footpath clearances.
- Underground/overhead service clearances.
- Construction works.
- Area uniformity.

- Aesthetic and environmental improvements/benefits.
- Ground stability and erosion control.
- Sign visibility.
- Sight distances.
- Plant species control.
- Plant quality control.
- Storm damage.
- Fire hazard reduction.
- Removal of significant risk vegetation.
- Legal obligations/requirements.
- Reinstatement of natural areas.
- Preservation of remnant vegetation.

## 9 VEGETATION MANAGEMENT PROGRAMS

All vegetation will be maintained in accordance with the strategies developed by the Council and the appropriate Council procedures.

The Council will continue to engage a suitably qualified arborist to undertake an annual tree assessment program. Trees will be assessed in all parks and reserves, along rural and urban roads and along pathways and around infrastructure in the bushland reserve areas. The assessment will cover the health and safety of each tree and will identify any required works such as canopy lifting, weight reduction, formative pruning, pest control, exclusion zones, stabilisation works or total tree removal. Tree works are prioritised based on the level of risk.

Trees are a long-term investment, that take many years to grow. For example, a eucalypt can take 100 years to develop adequate habitat hollows. Many species of native wildlife depend on hollows for essential habitat; this habitat is not readily replaced. Complete tree removal is sometimes necessary; however, it should be the last resort after other risk management/treatment methods have been explored. These can include mulched exclusion zones, redirection of paths and signage.

An annual program exists for the following activities:

### *URBAN*

Tree assessments

Tree pruning

Tree removal

Tree sucker removal

Leaf litter removal

Stump removal/grinding

Powerline clearances (selected streets only)

Tree planting (April to August)

Mowing

Street spraying  
Park/reserve spraying  
Boneseed removal  
Capeweed spraying  
Spanish heath spraying  
Blue periwinkle spraying  
Coastal environmental weed removal program  
Verge mowing  
Reseal spraying  
Shoulder spraying  
Blackberry spraying  
Gorse spraying  
Spanish heath spraying (selected zones)  
Ragwort spraying/removal  
Blue periwinkle spraying (selected zones)  
Watering Program (November to February –  
depending on weather conditions)

Gardens and areas of amenity horticulture are to be maintained as per the Council's service level requirements.

## **10 PRUNING, CUTTING, SLASHING OR REMOVAL**

Vegetation often requires pruning, cutting, slashing or removal to maintain clearance for utility services, buildings and carriageways, to improve the safety, structure, health and beauty of the vegetation or to maintain appropriate sight lines for vehicles, pedestrians and traffic signs.

Any contractor undertaking major pruning works in the Central Coast municipal area on behalf of a service company such as TasNetworks must advise the Council of the intended works.

Pruning or removal of any vegetation on Council controlled land will be undertaken by the Council or an approved contractor. Exceptions can apply to community groups who must gain approval before commencing any works.

Prior to any pruning, cutting, slashing or removal, the vegetation will be inspected and assessed in terms of health, growth habit, structure, stability, significance and subsequent pruning requirements.

Vegetation can be pruned or removed:

- to remove any dead, dying, dangerous or defective branches;
- to uplift the canopy (prune lower branches) to allow pedestrian and road clearance;
- to allow appropriate clearance of branches in conflict with adjoining buildings;
- to allow for clearances around light poles and powerlines;
- to improve the tree's structural stability, health and appearance;
- to improve sight lines for vehicles and traffic signs;
- if a report received from a qualified arborist identifies a tree with potential structural weakness, decay or other diseases;
- if there is severe and damaging impact on infrastructure/services and no alternative solutions are available;
- due to storm damage;
- due to trip hazards.

Vegetation will NOT be pruned or removed:

- to allow or improve a view;
- to reduce fruit fall, leaf/flower litter, sap drop, bird droppings or similar;
- to increase street lighting on to private property;
- to reduce shading on to private property (exceptional cases considered, e.g. excessive shading for a large percentage of the day);
- contrary to Australian Standard AS4373:2007 *Pruning of amenity trees*.

## **11 NATURE STRIPS**

The landscaping of nature strips by residents is encouraged as per the Central Coast Council Street Tree Strategy which allows two trees per nature strip. No other landscaping treatment is permitted without meeting Council's requirements and must be approved by the relevant Council officer.

The establishment of tree avenues along priority streets will continue to be implemented through the Council's Street Tree Strategy. The Strategy identifies priority streets and appropriate species for planting. All residents are encouraged to request nature strip trees, each site will be assessed for suitability and if appropriate Council staff will undertake planting and ongoing maintenance as per the Council's annual works program. See the Council's Street Tree Strategy for further information.

Vegetation must not be removed poisoned or vandalised. Such works must only be undertaken after approval has been obtained from the Council. Damaged vegetation will be replaced by the Council where appropriate and further action may be taken as per the Council's Vegetation Damage Signage Policy 2018.

If a resident decides and/or advises the Council that they are no longer going to mow and maintain their nature strip, they are to be advised that the Council will slash/mow it twice per year only.

## **12 DEVELOPMENT AND WORKS**

Planning applications submitted to the Council will be assessed for any existing tree related issues and conflicts. Any possible impacts on existing trees within the road reserve will be minimised as per Australian Standard AS 4970–2009 Protection of Trees on Development Sites.

Development adjacent to or adjoining Council owned, or leased reserves must be closely considered and designed in a manner to reduce any negative impact on the natural environment. Urbanisation alongside natural environments can significantly impact and compromise such areas and small considerations within the planning stage can reduce future issues. These developments must be discussed with the Council's Natural Resources Management Officer.

The protection of existing vegetation where possible and exploring opportunities for additional vegetation/landscaping will be considered during the early stages of design for any civil engineering works and new subdivision developments.

## **13 UNAUTHORISED VEGETATION REMOVAL**

Preventative action will be taken by the Council aimed to stop unauthorised removal, pruning or damage to vegetation on Council managed land. Wherever possible, the Council must endeavour to stop any unauthorised activities immediately. The Council will take measures to rectify any damage using various methods including replanting, seeding, mulching and creating exclusion areas through temporary or permanent fencing. Extensive removal or damage may trigger the Vegetation Damage Signage Policy July 2018. Surveillance cameras may be installed if on-going damage to vegetation continues.

### *ENVIRONMENTAL GROUPS*

Some reserve areas are actively managed by Coastcare and Landcare groups. These groups work to a program under the direction of and in collaboration with the Council undertaking weed control, revegetation and mulching works. Further information regarding these groups, the areas they work in and work activities can be obtained from the Council's Natural Resource Management Officer.

## **14 PLANTING**

Planting is a crucial component to vegetation management; ongoing planting will help to ensure sustainable tree populations and revegetation will further enhance and strengthen our natural areas.

Selection of appropriate species, sourcing good quality plant stock, determining the best planting sites and ensuring ongoing maintenance are crucial components of plant establishment and will largely influence the viability and success of the plantings.

Replacement and new plantings will complement surrounding vegetation giving consideration to plant species consistency. A range of exotics and natives should be used where suitable, natural reserve areas will be planted with indigenous species only.

The Council will ensure that any plants purchased for use in planting in the municipal area are not listed as Weeds of National Significance, Declared Weeds in Tasmania under the *Weed Management Act 1999* or Environmental Weeds.

Planting will be undertaken by Council staff or by community groups, schools and individuals with prior consent and coordination with the Council.

## **15 TREE REPLACEMENT PROGRAM**

The Council has a Tree Replacement Program; this means for every tree removed through the Council's Tree Assessment Program at least one tree will be planted in its place. The location of the replacement planting and tree species is determined on a case by case basis.

Each park and reserve will be assessed for vegetation requirements. The vegetation assessment will identify priority areas that require revegetation as soon as possible and earmark vegetation which is nearing maturity. A specific replacement program is the preferred method in parks and along urban roads, as there is little chance of natural regeneration.

## **16 WEEDS**

Weeds form an unwelcome component of the vegetation community, due to their invasive nature and ability to adapt, weeds can be found right across the municipal area – on Council and private land, Crown land and within the boundaries of utilities such as TasWater, TasRail and State Growth land. Weeds can be found along roadsides, in nature strips, cracks in footpaths, open space and park areas and within natural bush/coastal and riparian reserves.

The Council is legally bound by the *Tasmanian Weed Management Act 1999* and weed control targets and priorities are set by the Central Coast Council Weed Management Team under the guidance of the Central Coast Council Weed Management Plan (2017). The Council attempts to manage weeds strategically, according to long-term priorities and wherever possible cooperatively with other land managers.

## **17 SPRAYING**

The Council will identify priority weeds in accordance with the Central Coast Weed Management Plan 2018 and appropriate control requirements needs consideration prior to spraying. In some cases, the promotion of desirable vegetation and the use of mulch can suppress weeds, lessening the need for chemical control.

Competent operators will undertake herbicide use and sprayed areas will be monitored for chemical effectiveness and follow-up spraying will be completed every year until such time as the target weed is controlled.

## **18 MAINTAINING A SAFE AND HEALTHY OPERATION**

The Council will ensure that staff and contractors are appropriately inducted, trained, instructed and, where necessary, licensed, for each activity and be supported by a system of work that clearly defines accountabilities for managing hazards and the way the work is completed.

## **19 GREENWASTE DISPOSAL**

All suitable green waste produced from vegetation maintenance works will be chipped into mulch for further use within the Council's parks and gardens. Mulch contaminated with weed species will be disposed of responsibly to avoid the spread of weeds. Illegal green waste dumping is monitored according to the Green Waste Dumping Signage Policy 2018.

## **20 HAZARDOUS VEGETATION**

Hazardous/high risk vegetation or vegetation relating to an emergency such as storm damage may be removed as soon as practical by authorisation from an appropriate Council officer.

## **21 FIRE HAZARDS**

The Council manages vegetation through fire hazard reduction control. Potential fire hazards on Council land will be treated by programmed maintenance activities.

The Council will maintain adequate buffers between bushland reserves and private property. Please refer to the Council's Work Health and Safety Fire Abatement Policy 2016.