

Notice of Ordinary Council Meeting and

Agenda

18 JULY 2022

To all Councillors

NOTICE OF MEETING

In accordance with the *Local Government (Meeting Procedures) Regulations 2015*, notice is given of the next ordinary meeting of the Central Coast Council which will be held in the Council Chamber at the Administration Centre, 19 King Edward Street, Ulverstone on 18 July 2022. The meeting will commence at 6.00pm.

An agenda and associated reports and documents are appended hereto.

A notice of meeting was published in The Advocate newspaper, a daily newspaper circulating in the municipal area, on 8 January 2022.

A live stream of the meeting will be available on the Central Coast Council – TAS YouTube page, or via a link on Council's website and Facebook page.

Dated at Ulverstone this 13th day of July 2022.

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



Ian Brunt
EXECUTIVE SERVICES OFFICER

PO Box 220
19 King Edward Street
Ulverstone Tasmania 7315
Tel 03 6429 8900

admin@centralcoast.tas.gov.au
www.centralcoast.tas.gov.au

QUALIFIED PERSON'S ADVICE

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

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

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

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



Sandra Ayton
GENERAL MANAGER

AGENDA

COUNCILLORS ATTENDANCE

COUNCILLORS APOLOGIES

EMPLOYEES ATTENDANCE

GUEST(S) OF THE COUNCIL

MEDIA ATTENDANCE

PUBLIC ATTENDANCE

ACKNOWLEDGEMENT OF COUNTRY

The Central Coast Council acknowledges the palawa-pakana people as the Traditional Custodians of lutrawita (Tasmania), including the land, community, sea and waters where we live and work.

Our community respectfully acknowledges the Punnilerpanner tribe of the Northern Country of Tasmania, their continuing relationship to this land and their ongoing living culture.

We recognise that we have much to learn from the First Nations Peoples who represent one of the world's oldest continuing cultures, and we pay our respects to Elders past and present and to all First Nations Peoples living in and around the Central Coast Community.

OPENING PRAYER

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

BUSINESS

See Contents – Page 2

Contents

1	CONFIRMATION OF MINUTES OF THE COUNCIL	5
2	COUNCIL WORKSHOPS	5
3	MAYOR'S COMMUNICATIONS	6
3.1	Mayor's communications	6
3.2	Mayor's diary	6
3.3	Declarations of interest	7
4	COUNCILLOR REPORTS	8
5	APPLICATIONS FOR LEAVE OF ABSENCE	8
6	DEPUTATIONS	9
7	PETITIONS	9
8	COUNCILLORS' QUESTIONS	9
8.1	Councillors' questions without notice	9
8.2	Councillors' questions on notice	11
9	PUBLIC QUESTION TIME	12
9.1	Public question time	12
9.2	Public questions taken on notice	12
10	DEPARTMENTAL BUSINESS	13
	GENERAL MANAGEMENT	13
10.1	Quarterly Performance Report – 2021–2022 Annual Plan progress	13
10.2	Common seal	15

10.3	Contracts and agreements	15
10.4	Correspondence addressed to the Mayor and Councillors	16
10.5	Central Coast Conduct of Public Forums as part of the Council Elections Policy (151/2008 – 19.05.2008)	17
10.6	Election Caretaker Period Policy – July 2022	18
	COMMUNITY SERVICES	21
10.7	Review of land use planning processes	21
10.8	Development application determinations	23
10.9	Request to approve a street name – new road off River Road, West Ulverstone	24
10.10	Council acting as a planning authority	26
10.11	<i>Land Use Planning and Approvals Act 1993</i> – s.40K report on representation to Draft Amendment No. LPS2022002 to the Central Coast Local Provisions Schedule – rezone land at 131 Cuprona Road, Heybridge from Environmental Management Zone to Landscape Conservation Zone	27
	INFRASTRUCTURE SERVICES	34
10.12	Wilmot Road Speed Limit	34
	CORPORATE SERVICES	37
10.13	Statutory determinations	37
10.14	Financial statements	37
10.15	Animal Control By-law No. 1 of 2022 (154/2022 – 16.05.2022)	38
11	CLOSURE OF MEETING TO THE PUBLIC	41
11.1	Meeting closed to the public	41
11.2	Confirmation of Closed session minutes	44
	GENERAL MANAGEMENT	45
11.3	Minutes and notes of other organisations and committees of the Council	45

1 CONFIRMATION OF MINUTES OF THE COUNCIL

1.1 Confirmation of minutes

The Executive Services Officer reports as follows:

“The minutes of the ordinary meeting of the Council held on 20 June 2022 have already been circulated. The minutes are required to be confirmed for their accuracy.

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

A suggested resolution is submitted for consideration.”

■ “That the minutes of the ordinary meeting of the Council held on 20 June 2022 be confirmed.”

.....

.....

.....

2 COUNCIL WORKSHOPS

2.1 Council workshops

The Executive Services Officer reports as follows:

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

- 27 June 2022 – Stadiums Tasmania – Dial Project Update; Former Penguin Recreation Ground update.
- 4 July 2022 – Motorhomes and caravans – camping assessment; Animal By-law submissions.
- 11 July – Penguin Creek/foreshore deputation; Settlement Strategy overview; Showground Strategy overview.

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

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

3 MAYOR’S COMMUNICATIONS

3.1 Mayor’s communications

The Mayor to report:

.....

.....

.....

3.2 Mayor’s diary

The Mayor reports as follows:

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

- . Central Coast Community Safety Partnership Meeting – via video conference
- . Rotary Club of Ulverstone West – Changeover Dinner
- . Switch Board Meeting – Ulverstone
- . Nicole Viney Jewellery Opening – Ulverstone
- . TasWater Owners Representative Group – General Meeting – Launceston
- . TasWater Board Selection Committee Meeting – Launceston
- . Local Government Association Tasmania AGM and Dinner – Hobart
- . LGAT Elected Members Workshop – Hobart
- . Ladies Probus Club 34th Birthday Lunch – Ulverstone
- . Central Connect Leadership Roundtable
- . NAIDOC Week Flag Raising – Ulverstone
- . Radio Interview
- . Annual Fire Brigade Dinner – Ulverstone
- . Penguin Lions Changeover Dinner – Penguin
- . Apex Changeover Dinner – Ulverstone.”

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

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

3.3 Declarations of interest

The Mayor reports as follows:

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

The Executive Services Officer reports as follows:

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

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

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

4 COUNCILLOR REPORTS

4.1 Councillor reports

The Executive Services Officer reports as follows:

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

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

5 APPLICATIONS FOR LEAVE OF ABSENCE

5.1 Leave of absence

The Executive Services Officer reports as follows:

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

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

There are no applications for consideration at this meeting.”

6 DEPUTATIONS

6.1 Deputations

The Executive Services Officer reports as follows:

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

.....

.....

.....

7 PETITIONS

7.1 Petitions

The Executive Services Officer reports as follows:

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

.....

.....

.....

8 COUNCILLORS' QUESTIONS

8.1 Councillors' questions without notice

The Executive Services Officer reports as follows:

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

’29 (1) A councillor at a meeting may ask a question without notice –

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

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

- '8 (5) Subject to subregulation (6), a matter may only be discussed at a meeting if it is specifically listed on the agenda of that meeting.
- (6) A council by absolute majority at an ordinary council meeting, ..., may decide to deal with a matter that is not on the agenda if –
 - (a) the general manager has reported the reason it was not possible to include the matter on the agenda; and

-
- (b) the general manager has reported that the matter is urgent; and
 - (c) in a case where the matter requires the advice of a qualified person, the general manager has certified under section 65 of the Act that the advice has been obtained and taken into account in providing general advice to the council.'

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

<i>Councillor</i>	<i>Question</i>	<i>Department</i>
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

8.2 Councillors' questions on notice

The Executive Services Officer reports as follows:

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

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

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

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

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

No questions on notice have been received."

.....

.....

.....

9 PUBLIC QUESTION TIME

9.1 Public question time

The Mayor reports as follows:

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

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

9.2 Public questions taken on notice

The Executive Services Officer reports as follows:

"No public questions were taken on notice from the 20 June 2022 meeting."

10 DEPARTMENTAL BUSINESS

GENERAL MANAGEMENT

10.1 Quarterly Performance Report – 2021–2022 Annual Plan progress

The General Manager reports as follows:

“PURPOSE

The purpose of this report is to present the final Quarterly Performance Report for the Council’s 2021–2022 Annual Plan.

BACKGROUND

The Council’s 2021–2022 Annual Plan and Budget Estimates were adopted by the Council at its meeting on Monday, 21 June 2021 in accordance with the requirements of the *Local Government Act 1993*.

DISCUSSION

The Quarterly Performance Report to Council provides an update on the progress of strategic actions included in the Council’s 2021–2022 Annual Plan. Strategies and Actions are listed in Departmental order and provide information on the Department responsible for the action. Each action’s status includes progress comments and the estimated percentage completed against the action’s targets for the financial year.

Some of the Annual Plan achievements over the last quarter of the financial year included:

- Work continued on the construction of the Turner’s Beach to Leith shared pathway.
- A Street Rod Convention was held in Reibey Street, Ulverstone in April. With over 400 street rods, the event proved very popular and positive for Central Coast.
- The Facilities Strategic Management Team have completed an audit template document, and an internal audit of Council buildings commenced with over 25 buildings inspected.
- All Council recognised beach accesses are now included in the Asset Management System. A review of the draft beach access report has been completed, with a final report being prepared for the August 2022 Council meeting.

- . Community consultation was held in May for the draft Access and Inclusion Plan. The Working Group has completed the Plan, ready for adoption following workshopping with Councillors in August.
- . Work has commenced on the development of a community health and wellbeing plan.
- . The Showground Masterplan was completed, subject to formal Council adoption.
- . Consultation has been undertaken by Complete Streets on the Perry-Ling Gardens, Penguin foreshore and the former Penguin Recreation Ground.
- . Interpretive signage at the Fish Pond is currently being fabricated, to be installed in July 2022.
- . The Strategic Risk Register has been signed off by the SLT and will be workshopped with Councillors early in the new year.

A copy of the Quarterly Performance Report to Council – 30 June 2022 is appended.

CONSULTATION

Consultation is not required on this report.

RESOURCE, FINANCIAL AND RISK IMPACTS

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

CORPORATE COMPLIANCE

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

Council Sustainability and Governance

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

CONCLUSION

It is recommended that Council receive the Quarterly Performance Report.”

The Executive Services Officer reports as follows:

“A copy of the Quarterly Performance Report to Council – 30 June 2022 having been circulated to Councillors, a suggested resolution is submitted for consideration.”

- “That the Council receive the Quarterly Performance Report on progress with the 2021 – 2022 Annual Plan as at 30 June 2022.”
-
-
-

10.2 Common seal

The General Manager reports as follows:

“A Schedule of Documents for Affixing of the Common Seal for the period 21 June 2022 to 18 July 2022 is submitted for the authority of the Council to be given. Use of the common seal must first be authorised by a resolution of the Council.

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

The Executive Services Officer reports as follows:

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

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

10.3 Contracts and agreements

The General Manager reports as follows:

“A Schedule of Contracts and Agreements (other than those approved under the common seal) entered into for the period 21 June 2022 to 18 July 2022 is submitted

to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reports as follows:

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

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

.....

.....

.....

10.4 Correspondence addressed to the Mayor and Councillors

The General Manager reports as follows:

“A Schedule of Correspondence addressed to the Mayor and Councillors for the period 21 June 2022 to 18 July 2022 and which was addressed to the ‘Mayor and Councillors’ is appended. Reporting of this correspondence is required in accordance with Council policy.

Where a matter requires a Council decision based on a professionally developed report the matter will be referred to the Council. Matters other than those requiring a report will be administered on the same basis as other correspondence received by the Council and managed as part of the day-to-day operations.”

The Executive Services Officer reports as follows:

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

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

.....

.....

.....

10.5 Central Coast Conduct of Public Forums as part of the Council Elections Policy (151/2008 – 19.05.2008)

The General Manager reports as follows:

PURPOSE

The purpose of this report is to recommend the adoption of the Central Coast Conduct of Public Forums as part of the Council Elections Policy. A copy of the Policy is appended to this report.

BACKGROUND

To further community interest in the local government democratic process of elections the Council approved a process on 19 May 2008. It is now overdue for a review.

DISCUSSION

The Policy (copy attached) provides guidance on the conduct of public forums as part of the council election process.

The benefits of the Policy are:

- 1 that all candidates are given the opportunity to be involved;
- 2 Council taking a pro-active role in the interests of local democracy;
- 3 further the knowledge of the local government election system; and
- 4 assist the process of public participation in local government.

The Policy has been updated to include live streaming of the public forum and also making it available on the Council's website and to allow for candidates' statements to be read out by the facilitator if a candidate is unable to attend the forum. Questions will not be allowed during the forum, but allowance has been made for any members of the public to ask questions of the candidates in person at the end of the forum, where a light supper will be provided.

CONSULTATION

The Policy was discussed at a Councillor Workshop in July 2022.

RESOURCE, FINANCIAL AND RISK IMPACTS

The Council's annual Estimates provide for the provision of funds to conduct the forum.

CORPORATE COMPLIANCE

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

Council Sustainability and Governance

- Improve corporate governance
- Effective communication and engagement.

CONCLUSION

It is recommended that the Council adopt the Conduct of Public Forums as part of the Council Elections Policy – dated July 2022.”

The Executive Services Officer reports as follows:

“A copy of the Conduct of Public Forums as part of the Council Elections Policy – dated July 2022 having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Council adopt the Conduct of Public Forums as part of the Council Elections Policy – dated July 2022 (a copy being appended to and forming part of the minutes).”

.....

.....

.....

10.6 Election Caretaker Period Policy – July 2022

The General Manager reports as follows:

“PURPOSE

The purpose of this report is to recommend the adoption of the Election Caretaker Period Policy – July 2022. A copy of the Policy is appended to this report.

BACKGROUND

The purpose of this new Policy is to continue the Council’s commitment to the application of good governance principles and high standards of integrity. This Policy seeks to establish clear guidelines for the conduct of elected members and staff in the lead up to a local government general election. The Minister for Local Government

has also suggested to all councils that they produce an Election Caretaker Period Policy in a letter received on 7 June 2022. It is expected that this will be made compulsory within the near future.

DISCUSSION

The purpose of this Policy is to ensure that:

- . Major policy decisions are not made by Council in the leadup to an election that would prove binding for an incoming Council.
- . Council resources are not used for the advantage of a candidate in a local government general election.
- . The requirement to act impartially in relation to all candidates standing for election is clearly understood.

The Policy establishes clear guidelines for the conduct of elected members and staff in the lead up to a local government general election involving the Central Coast Council and ensures that the ordinary business of Council continues in a respectable, transparent and legally compliant manner in the period leading up to a general election.

The Policy was discussed at a Councillor Workshop on 27 June 2022.

RESOURCE, FINANCIAL AND RISK IMPACTS

There are no resource, financial or risk impacts in relation to this Policy.

CORPORATE COMPLIANCE

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

Council Sustainability and Governance

- . Improve corporate governance
- . Effective communication and engagement.

CONCLUSION

It is recommended that the Council adopt the Election Caretaker Period Policy – dated July 2022.”

The Executive Services Officer reports as follows:

“A copy of the Election Caretaker Period Policy – dated July 2022 having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Council adopt the Election Caretaker Period Policy – dated July 2022 (a copy being appended to and forming part of the minutes).”

COMMUNITY SERVICES

10.7 Review of land use planning processes

■ Cr Hiscutt (having given notice) to move, “That the Director of Community Services researches a more mediated planning approvals process, exploring options available such as; requests for the developer to reply to representations; ensuring community and developers feel their concerns are being listened to; and developing an inclusive planning approval culture, and that the results of this research be presented to Councillors at a workshop by February 2023.”

Cr Hiscutt, in support of the motion, submits as follows:

“Firstly, let me say that this motion is not a reflection on our planning staff. I have the deepest respect for them and the work they do. This is a discussion about the framework supporting the department and trying to find best practice solutions to facilitate enhanced communication in this area of council.

I believe that the current planning approvals process is a very rule/laws-based process. Although this has served us well in relation to minimal wrong decisions it also doesn’t allow for thorough community engagement and a feeling of council helping the community, which should always be our goal.

This motion does not push to diminish our legislative requirements, nor does it ask, or expect, that developers and the community do anything outside of their requirements. What it will hopefully do is provide a framework for greater engagement to happen voluntarily between parties which will lead to a happier healthier community.

Some of these thoughts are not new, for example the developer’s request to respond to representations is already used in other councils in Australia, such as Lockyer Valley Regional Council.

This investigation could consider the number of representations, the number of appeals, ask for evidence of dissatisfaction from both councillors and the public and see where and how we can do better.

As part of the outcome Infographics could be developed that simplify some of the planning rules and more information can be given regarding the role of the Council, Councillors, and the Planning Authority.

I also believe the motion gives sufficient time for the report to be thoroughly investigated without impinging on general business. This report can also have

recommendations that can hopefully be accounted for in the following years annual plan and budget.

I commend the motion to the Council.”

The Director Community Services reports as follows:

“PURPOSE

The purpose of this report is to provide information relating to Cr Hiscutt’s motion.

DISCUSSION

Planning processes within Tasmanian councils are largely shaped by the Land Use Planning and Approvals Act 1993. It is also important that Planning staff remain and are seen as impartial, and that they do not provide advice or assistance to developers or others in a manner which could compromise or contradict the proper assessment of a development at a later stage.

While these are important considerations, undertaking a review aimed at identifying lawful and appropriate process improvements is consistent with the Council’s aspirations, including *Strategic Direction 1 – The shape of the place – Encourage a creative approach to new development* and *Strategic Direction 5 – Council sustainability and governance – Effective communication and engagement*.

CONSULTATION

Ultimately, land use planning processes are intended to achieve an appropriate balance between the needs of developers and those of the broader community. As such, the review should consider both of these perspectives and should also draw on the experience of our Planning staff and other planning professionals. It should also consider approaches utilised by other Tasmanian and mainland Australian councils, while noting the importance of complying with Tasmanian legislation.

There are potential linkages with the Regional Planning Project being coordinated by Cradle Coast Authority, and staff are well placed to identify any synergies and avoid any duplication, given our involvement in that project.

RESOURCE, FINANCIAL AND RISK IMPACTS

The Council is unlikely to incur any significant expense in relation to this initiative, beyond funds of up to \$1,500 which may be required for advertising or meeting expenses associated with consultation. These can be accommodated within the approved budget.

The suggestion of creating new publications to help people understand land-use planning, is consistent with Council's recently adopted 2022-23 Annual Plan. Any design or printing costs associated with this, would be in addition to the above figure.

The proposed timeframe is achievable. Staffing required to complete this project is likely to be in the range of 50 – 60 hours.

Research:	3 days
Consultation with staff:	2 days (across various staff)
Draft report writing:	1 day
Council presentation and report revision:	1 day
Total:	7 days / 56 hours

CONCLUSION

The suggested review of land-use planning processes is an appropriate method of ensuring that the land-use planning processes employed at Council continue to support Central Coast being an enviable place to live, work, visit and invest."

The Executive Services Officer reports as follows:

"The motion on notice from Cr Hiscutt is submitted for consideration."

.....

.....

.....

10.8 Development application determinations

The Director Community Services reports as follows:

"A Schedule of Development Application Determinations made during the month of June 2022 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities."

The Executive Services Officer reports as follows:

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

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

10.9 Request to approve a street name – new road off River Road, West Ulverstone

The Director Community Services reports as follows:

“The Manager Land Use Planning has prepared the following report:

PURPOSE

The purpose of this report is to consider a name for a new cul-de-sac road that is required to access 9 residential lots off River Road, West Ulverstone. The 9 new lots are part of a 10 lot subdivision approved 10 June 2022 under DA2022133 over land identified as 2 Maxwell Street, West Ulverstone.

- . Annexure 1 – aerial view of the subdivision area; and
- . Annexure 2 – approved plan of subdivision and new roadway.

BACKGROUND

Tasmanian legislation titled *Place Names Act 2020* (the Act), came into effect on 1 July 2020. The Act, along with associated “*Tasmanian Place Naming Guidelines*” (the Guidelines), sets out the process for the naming of places in Tasmania.

In summary, the Nomenclature Board has been replaced with the Place Names Advisory Panel and Councils are the responsible authority to propose names, through Placenames Tasmania.

The primary considerations to be given to place names are:

- . the “specific” name (for example Henslowes or Risby) cannot be applied if already used in the North West region;
- . a “specific” name, coupled with a road or street type (such as Road, Close or Avenue) cannot be used if it is used elsewhere in Tasmania;

- to be in keeping with the character and tradition of the area;
- to be of historical or local significance;
- to be suggestive of a peculiarity of a topographical feature; or
- a name of Aboriginal derivation that has an appropriate meaning.

DISCUSSION

The Council, under delegated authority, approved a 10 lot subdivision over land zoned Low Density Residential at 2 Maxwell Street, West Ulverstone in June 2022. The development is to include a new 273m long road, with cul-de-sac turning head, that would be accessed via River Road, West Ulverstone. Refer to Plan of Subdivision at Annexure 2.

The developer has requested that Council consider the following road names, in order of preference, for the new road:

- “Ronroy Place”, with reference to the father of the developer and the father of the developer’s partner. Roy also, in Anglo-Norman England, is a name derived from the Norman “roy”, meaning king.
- “Joadeuss Court”. A mix of the family’s children’s names.
- “Roncliff Place”, with reference to both the father of the developer and the partner of the developer.

A search on Placenames Tasmania revealed that the suggested names could be assigned, as no such names are used within Tasmania. However, feedback from Placenames Tasmania was that “Roncliff” was not acceptable due to similarity with Ironcliffe Road and Ironcliffe Court in Penguin.

It is suggested that the developer’s first preference, “Ronroy Place”, be assigned to the new cul-de-sac.

The road name would be formally referred to Placenames Tasmania for assignment.

CONSULTATION

The development is a private subdivision. The Council has traditionally worked with the developer to agree upon suitable names for any roads or streets created by the subdivision of land.

RESOURCE, FINANCIAL AND RISK IMPACTS

There are no additional costs, apart from some minor administration costs, incurred by this decision.

CORPORATE COMPLIANCE

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

The Shape of the Place

- Encourage a creative approach to new development.

The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure

RECOMMENDATION

It is recommended that the name Ronroy Place be assigned to the new roadway off River Road, West Ulverstone, approved under DA2022133 subject to endorsement by Placenames Tasmania.'

The report is supported."

The Executive Services Officer reports as follows:

"A plan of the proposed new road has been circulated to all Councillors, a suggested resolution is submitted for consideration."

- "That the name Ronroy Place be assigned to the new roadway off River Road, West Ulverstone, approved under DA2022133 subject to endorsement by Placenames Tasmania for acceptance by the Registrar of Place Names."

10.10 Council acting as a planning authority

The Mayor reports as follows:

“The *Local Government (Meeting Procedures) Regulations 2015* provide that if a council intends to act at a meeting as a planning authority under the *Land Use Planning and Approvals Act 1993*, the chairperson is to advise the meeting accordingly.

The General Manager has submitted the following report:

‘If any such actions arise out of Agenda Item 10.11, they are to be dealt with by the Council acting as a planning authority under the *Land Use Planning and Approvals Act 1993*.’”

The Executive Services Officer reports as follows:

“Councillors are reminded that the *Local Government (Meeting Procedures) Regulations 2015* provide that the general manager is to ensure that the reasons for a decision by a council acting as a planning authority are recorded in the minutes.

A suggested resolution is submitted for consideration.”

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

10.11 *Land Use Planning and Approvals Act 1993* – s.40K report on representation to Draft Amendment No. LPS2022002 to the *Central Coast Local Provisions Schedule* – rezone land at 131 Cuprona Road, Heybridge from Environmental Management Zone to Landscape Conservation Zone

The Director Community Services reports as follows:

“The Manager Land Use Planning has prepared the following report:

‘PLANNING INSTRUMENT:’

Land Use Planning and Approvals Act 1993 (the Act) and Tasmanian Planning Scheme – Central Coast (the Planning Scheme) and Central Coast Local Provisions Schedule (LPS)

PUBLIC NOTIFICATION:

28 May 2022 to 28 June 2022

REPRESENTATIONS RECEIVED: Two
ANNEXURE 1 Representations

PURPOSE

The purpose of this report is to consider representations received, to an application to rezone land at 131 Cuprona Road, Heybridge from Environmental Management Zone to Landscape Conservation Zone.

BACKGROUND

The draft Amendment seeks to correct what Council officers understood to be an anomaly and inconsistency in the LPS that came into effect on 27 October 2021, whereby a private parcel of land that was zoned Environmental Management under the *Central Coast Interim Planning Scheme 2013* was not rezoned to be Landscape Conservation Zone under the Central Coast LPS, as was the intent and outcome for other privately owned parcels of land that were previously Environmental Management Zone.

Following a request by the applicant, the Council, in its role as the Planning Authority, resolved to initiate and certify the draft Amendment at its meeting held 20 April 2022.

Council requested an exemption from public exhibition requirements on the basis that the amendment was intended to correct an anomaly or inconsistency in the LPS, as outlined in the Act. However, the Tasmanian Planning Commission subsequently advised that it did not consider that the draft amendment results from an anomaly or inconsistency in the LPS, or that the public would have no interest in the rezoning of the site, and directed the Planning Authority to publicly exhibit the draft.

DISCUSSION

Following the public exhibition of the draft LPS Amendment, s.40K of the Act requires the Planning Authority to prepare a report containing:

- . a copy of each representation made;
- . a statement of the Planning Authority's opinion as to the merit of each representation made and whether the draft Amendment should be modified; and

- any recommendations of the Planning Authority to the Tasmanian Planning Commission (the "Commission") in relation to the draft Amendment.

Following submission of this s.40K report to the Commission, the Commission is to decide if a public hearing is to be held to examine the merits of any representations made, and the merits of the draft amendment.

CONSULTATION AND REPRESENTATIONS

The draft Amendment was placed on public exhibition for a period of four weeks, from 31 May 2022 to 28 June 2022. A site notice was erected on the public boundary and an advertisement was placed in The Advocate newspaper on 25 June 2022 and 15 July 2022.

Application documents and a report were made available for viewing at the Central Coast Council offices, in Ulverstone and at the Service Centre in Penguin, and were available for viewing and downloading from Council's website.

As the draft amendment relates to an individual parcel of land, the landowner and adjoining landowners were also advised.

During the public notification period two representations were received. Refer to Annexure 1 to view copies of the representations received.

The representations are summarised below:

MATTERS RAISED	RESPONSE
REPRESENTATION 1	
<u>TasWater</u> Does not object to the rezoning and has no formal comments for the Commission. Taswater does not require to be notified of, nor attend, a hearing.	Noted.

REPRESENTATION 2	
<p><u>TasFire</u></p> <p>No in-principle objection to the draft Amendment.</p> <p>TasFire has an interest in ensuring the zone change is compatible with minimum standards for bushfire protection.</p> <p>The rezoning would allow for a wide range of use and development of the land.</p> <p>The proposal is not supported by any analysis of the sites' natural values, or the likely impact of development or the suitability of the site for future development.</p> <p>TasFire recommends that the minimum clearance required for bushfire protection should be assumed to be that required for BAL-29. A building line on the site would need to be located on the lower parts of the property, where the minimum required hazard management area would be in the order of 16m–19m around a building footprint.</p>	<p>The future use and development of the land is not known, though would need to be in accordance with those uses listed in Table 22.2 of the Landscape Conservation Zone.</p> <p><u>C7.0 Natural Assets Code</u></p> <p>The land is within a priority vegetation overlay. Any use or development would trigger requirements for assessment under the <i>Tasmanian Planning Scheme's C7.0 Natural Values Code</i>.</p> <p>The use or development of the land (including road and service works) would require a natural value's assessment report and assessment against the Code's relevant Acceptable Solutions and/or Performance Criteria. This is also the case if the land was to remain as Environmental Management Zone.</p> <p><u>C13.0 Bushfire-Prone Areas Code</u></p> <p>The TFS recommendations are noted.</p> <p>However, the range of uses that apply to the proposed Landscape Conservation Zone do not trigger the need for planning assessment against C13.0 Bushfire-Prone Areas Code. The actual building envelope required on the land for bushfire management would be determined at the time of application for construction. This is also the case if</p>

	<p>the land was to remain as Environmental Management Zone.</p> <p>The Planning Authority only needs to consider application of the Code for a “hazardous” or “vulnerable” use of the land, or for the subdivision of land in a bushfire-prone area.</p> <p>A “hazardous” use is where –</p> <ul style="list-style-type: none"> (a) hazardous chemicals of a manifest quantity are stored on a site; or (b) explosives are stored on a site. <p>A “vulnerable” use is either a “Custodial Facility”, “Educational and Occasional Care”, “Hospital Services” or “Residential” use that is “assisted housing, respite care, retirement village or residential care”.</p> <p>All the uses listed above are “Prohibited” in the proposed Landscape Conservation Zone.</p> <p>Further, subdivision must have a mandatory minimum land area of 20ha, so subdivision would not be permitted on the site at 131 Cuprona Road that has a land area of 1.504ha.</p> <p>Additionally, the Planning Scheme’s C13.0 Bushfire-Prone Areas Code would not be considered by the Planning Authority for the use and development of a single dwelling on the land. Only a Natural Assets report would be required.</p>
--	--

	<p>A Bushfire Management Plan, by a Tasmania Fire Service accredited person, would be required by a registered Building Surveyor, at the time of obtaining building approvals under the <i>Building Act 2016</i> for a single dwelling.</p> <p><u>Comment:</u></p> <p>TasFire's representation highlights the ineffectiveness of the Planning Scheme's C13.0 Bushfire-Prone Areas Code and the inability of the Planning Authority to assess the suitability of a site for development in this regard.</p> <p>The draft Amendment should not be modified as a result of the representation made.</p>
--	--

RESOURCE, FINANCIAL AND RISK IMPACTS

The proposal has no likely impact on Council resources outside those usually required for assessment and reporting, as well as costs that may be associated with a hearing on the matter.

CORPORATE COMPLIANCE

The Central Coast Strategic Plan 2014–2024 (reviewed 2019) includes the following strategies and key actions:

The Environment and Sustainable Infrastructure

- Contribute to a safe and healthy environment
- Develop and manage sustainable built infrastructure
- Contribute to the preservation of the natural environment.

Recommendation –

It is recommended that the Planning Authority:

- 1 Not make any changes to the draft Amendment.
- 2 Endorse this report and send a copy to the Tasmanian Planning Commission pursuant to s.40K of the *Land Use Planning and Approvals Act 1993*.
- 3 Delegate to the General Manager its powers and functions to represent the Planning Authority at a hearing before the Commission, if required, pursuant to s.40L of the *Land Use Planning and Approvals Act 1993*.’

The report is supported.”

The Executive Services Officer reports as follows:

“A copy of the Annexures referred to in the Manager Land Use Planning’s report having been circulated to all Councillors, a resolution is submitted for consideration.”

■ “That the Planning Authority:

- 1 Not make any changes to the draft Amendment.
- 2 Endorse this report and send a copy to the Tasmanian Planning Commission pursuant to s.40K of the *Land Use Planning and Approvals Act 1993*.
- 3 Delegate to the General Manager its powers and functions to represent the Planning Authority at a hearing before the Commission, if required, pursuant to s.40L of the *Land Use Planning and Approvals Act 1993*.”

.....

.....

.....

INFRASTRUCTURE SERVICES

10.12 Wilmot Road Speed Limit

The Director Infrastructure Services reports as follows:

“PURPOSE

The purpose of this report is to respond to correspondence (non-compliant petition) received suggesting a change of speed limit for Wilmot Road between Forth and Palooka Dam Road.

BACKGROUND

Correspondence was received by Council in the form of a petition on 20 June 2022.

Although the correspondence has been labelled as a petition, under Section 57. Petitions of the Local Government Act 1993 it does not satisfy sub-sections (1): (b), (c) and (d) and therefore has not been tabled as a petition but reported on at a Council meeting. This information has been formally advised to the constituents.

In the statement of action requested, petitioners asked the Council:

‘We would like to put forward a suggested speed limit along Wilmot Road from Forth up to Palooka Reserve Road junction. As a resident of more than 30 years we have witnessed multiple accidents along the road and at least eight times along our property boundaries (184 Wilmot Road), where vehicles ended up through our fence on our paddocks. The last two accidents happened within five days, i.e. 27 April 2022 and 02 May 2022. Some accidents were limited to vehicle and property damage and some resulted in hospitalisation of drivers. It is only a matter of time and one of these accidents might result in a fatality. Traffic has increased substantially over the years. That stretch of road (approximately 8 km) is quite narrow, windy and there is constant damage to the edge of the road by heavy vehicles. There are also quite a lot of driveways along this stretch of road and it can be dangerous to enter safely on to Wilmot Road. We believe that reducing the speed limit from 100km to 80km will certainly reduce accidents.’

A copy of the correspondence is appended to this report.

DISCUSSION

Speed limits are based on technical merit and determined standards to ensure consistency across the state. As Council is not the approving authority, speed limits are not able to be determined by a Council motion.

Any change in speed limit must be approved by the Department of State Growth Transport Commission and the Transport Commissioner acting pursuant to Section 59(1) of the *Traffic Act 1925*.

The section of Forth Road between the Forth township southern limit and Paloona Dam Road is currently signed as 100km/h in accordance with general standards for rural roads of this nature. The section south of Paloona Dam Road to Alma Bridge was reduced to 80km/h in 2017.

Following a fatal crash in 2018 near 520 Wilmot Road additional signage was installed to advise of the recommended corner speed. Since then, there are no crashes reported in that vicinity.

Speed limits are based on technical merit and determined standards to ensure consistency across the state. As Council is not the approving authority, speed limits are not able to be determined by a Council motion.

The process is generally that the Council, as the Road Authority, will conduct an investigation into any speed limit request. The investigation is conducted through the Council's internal Parking and Traffic Management Committee (PTMC), with relevant input from Tasmania Police where required. If a change is supported and deemed warranted a recommendation is made to the Transport Commission.

This request will be passed to the PTMC for inclusion in the agenda of their next meeting on 2 August 2022.

CONSULTATION

The request for a change in speed limit will be forwarded to the Council's PTMC for investigation.

Tasmania Police and the Department of State Growth will also be consulted in the process.

RESOURCE, FINANCIAL AND RISK IMPACTS

The investigation will be conducted within normal staff resource allocations. There will only be a minor cost impact if new signage is required as a result of a change in speed limit. This can be accommodated within the rural road traffic management budget.

CORPORATE COMPLIANCE

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

A Connected Central Coast

- Provide for a diverse range of movement patterns
- Connect the people with services.

The Environment and Sustainable Infrastructure

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

CONCLUSION

It is recommended that the Road Authority, in relation to the correspondence concerning the change in speed limit on Wilmot Road between the Forth township and Palooka Dam Road, investigate the merit of the change through the Director Infrastructure Services and the Parking and Traffic Management Committee.”

The Executive Services Officer reports as follows:

“A copy of the correspondence (non-compliant petition) having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

■ “That the Council, in relation to the non-compliant petition concerning the change in speed limit on Wilmot Road between Forth township and Palooka Dam Road:

- 1 Accept the correspondence (non-compliant petition); and
- 2 Investigate the merit of a change of speed limit on Wilmot Road through the Director Infrastructure Services and the Parking and Traffic Management Committee.”

.....

.....

.....

CORPORATE SERVICES

10.13 Statutory determinations

The Director Corporate Services reports as follows:

“A Schedule of Statutory Determinations made during the month of June 2022 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reports as follows:

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

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

.....

.....

.....

10.14 Financial statements

The Director Corporate Services reports as follows:

“The following principal financial statements of the Council for the period ended 30 June 2022 are submitted for consideration:

- Summary of Rates and Fire Service Levies
- Capital Works Resource Schedule.”

The Executive Services Officer reports as follows:

“Copies of the financial statements having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the financial statements (copies being appended to and forming part of the minutes) be received.”

.....

.....

10.15 Animal Control By-law No. 1 of 2022 (154/2022 – 16.05.2022)

The Director Corporate Services reports as follows:

“The Manager Regulatory Services has prepared the following report.

‘PURPOSE

The purpose of this report is to adopt the Animal Control By-law as amended following statutory notification and community consultation (a copy of the By-law is appended to this report).

BACKGROUND

The initial By-law was adopted by the Council in 2018, in response to complaints about excessive numbers of poultry and farm animals in residential areas. The By-law was found to be necessary due to inadequate legislation that specifically deals with such nuisances.

While the By-law has proven useful in resolving several long-term complaints, some anomalies and limitations have been identified. For example, permits are required for even a single small aviary bird such as a budgie or canary. The current By-law only applies to the Residential zone and not the Low-Density zone.

DISCUSSION

The Council resolved by an absolute majority at the meeting of 16 May 2022 to place the draft amended By-law on public exhibition, advising of the Council’s intention to make the By-law.

Section 157 of the *Local Government Act 1993* requires that a notice is published in a local newspaper, the By-law is available on the Council’s website and displayed in the public office. Copies must also be made available. Additional non-statutory consultation as detailed below was undertaken.

As a result of the consultation three submissions were received. Following the consultation period, the submissions were considered at a Councillors’ Workshop prior to this report being prepared. The following is a summary of the submissions:

SUBMISSION	COMMENT	RESPONSE
Submission 1	Prefers that the term “night box” replaces “rooster box”.	No practical impact on operation of the By-law. The change is supported
Submission 2	Requests that dwelling and roadway setbacks for beehives reduce from 25m to 15m.	No practical impact and more restrictive than the Code of Practice. The change is supported.
Submission 3	Objects to the keeping of roosters in urban areas. Concerns expressed about how dog barking complaints are dealt with.	There is sufficient protection for residents within the By-law in relation to the keeping of roosters in urban areas. Changes are not required. Concerns about barking are not dealt with in this By-law but under the <i>Dog Control Act 2000</i> .

The next steps in the process are to have the By-law certified by Council's legal practitioner, sent to the Director of Local Government and published in the Government Gazette. The By-law comes into effect on the day it is published in the Gazette.

CONSULTATION

Consultation additional to the statutory requirements comprised:

- Facebook posts
- e-newsletter article
- Direct contact with identified stakeholders.

The identified stakeholders were:

- Ulverstone Poultry Club
- Tasmanian Rare Breeds Poultry Club
- Tasmanian Beekeepers Association
- North Western Poultry Society
- North West Bird Club Tasmania
- Avicultural Society of Tasmania.

RESOURCE, FINANCIAL AND RISK IMPACTS

Updating the By-law will not affect resources or introduce additional risks.

CORPORATE COMPLIANCE

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

The Shape of the Place

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

A Connected Central Coast

- Improve community well-being.

The Environment and Sustainable Infrastructure

- Contribute to a safe and healthy environment.

Council Sustainability and Governance

- Improve corporate governance
- Improve service provision.

CONCLUSION

It is recommended that Council adopts the Animal Control By-law No. 1 of 2022.’

The report is supported.”

The Executive Services Officer reports as follows:

“A copy of the Animal Control–By-law No. 1 of 2022 having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Council adopts the Animal Control By-law No. 1 of 2022.”

.....
.....
.....

11 CLOSURE OF MEETING TO THE PUBLIC

11.1 Meeting closed to the public

The Executive Services Officer reports as follows:

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

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

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

Matter	<i>Local Government (Meeting Procedures) Regulations 2015</i> reference
Confirmation of Closed Session Minutes	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
Minutes and notes of other organisations and committees of the Council	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.
. Dulverton Waste Management Audit and Risk Committee meeting – 23 February 2022	
. Dulverton Waste Management Representatives meeting – 24 February 2022	
. Cradle Coast Authority Representatives meeting – 14 June 2022	
. Dulverton Waste Management Audit and Risk Committee meeting – 22 June 2022	

<ul style="list-style-type: none"> Dulverton Waste Management Representatives meeting – 23 June 2022 Dulverton Waste Management Annual Plan and Budget 2022–23 	
--	--

A suggested resolution is submitted for consideration.”

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

Matter	<i>Local Government (Meeting Procedures) Regulations 2015 reference</i>
Confirmation of Closed Session Minutes	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
Minutes and notes of other organisations and committees of the Council	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.”
<ul style="list-style-type: none"> Dulverton Waste Management Audit and Risk Committee meeting – 23 February 2022 Dulverton Waste Management Representatives meeting – 24 February 2022 Cradle Coast Authority Representatives meeting 14 June 2022 Dulverton Waste Management Audit and Risk Committee Meeting – 22 June 2022 Dulverton Waste Management Representatives meeting – 23 June 2022 	

The Executive Services Officer further reports as follows:

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

Similarly, an employee of a council must not disclose information acquired as such an employee on the condition that it be kept confidential.
- 4 In the event that additional business is required to be conducted by a council after the matter(s) for which the meeting has been closed to the public have been conducted, the Regulations provide that a council may, by simple majority, re-open a closed meeting to the public.”

Associated Reports And Documents



CENTRAL COAST
COUNCIL

Corporate Folder 2021-22 – 30 June 2022

Central Coast Council

camms**strategy**

Print Date: 11-Jul-2022

ACTION PLANS



GREEN

At least 90% of action target achieved



AMBER

Between 40% and 90% of action target achieved



RED

Less than 40% of action target achieved

—

No target set

* Dates have been revised from the Original dates

Community Services

Community Services

Arts and Culture

Action Title: 3.3.1.1 Review facility capabilities incorporating the new opportunities made available at the HIVE

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Arts and Culture - Community Services	Completed	01-Feb-2022	30-Jun-2022	100%	0.00%	GREEN

Action Progress Comments: Completed as part of the Hive Operational Plan development.

Last Updated: 11-Jul-2022

Community Development

Action Title: 1.1.4.1 Consider opportunities for an annual Adventure Festival for Central Coast

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Development - Community Services	Completed	01-Sep-2021	30-Apr-2022	100%	100.00%	GREEN


Action Progress Comments: Discussions with variety of 'adventure' recreation groups through 2021, including community-led meetings around concept and feasibility.

User feedback is to focus for next 1-2 years on smaller scale activities, at an individual sport/activity level, to help 'rebuild' after COVID-19.

Council to help support community-led activities, including: promoting activities in Get Outdoors Weekend in October 2022; and youth focused outdoor activities program around skate / MTB / etc across summer 2022/23.

Last Updated: 28-Jun-2022

Action Title: 2.3.2.1 Develop a Community Health and Wellbeing Plan


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Community Wellbeing Officer - Community Services	In Progress	01-Sep-2021	28-Feb-2022	70%	100.00%	 AMBER

Action Progress Comments: Completed a review of similar plans and developed initial scope for management input towards creating a project brief. PHS funded LGAT to undertake a project which supports Councils to include health and wellbeing outcomes in their plans. It has identified the diverse ways in which Councils take place-based actions in response to unique local needs. The Project Brief was finalised and EOIs for Working Group roles advertised in May. The Director updated Central Connect about the project on 3 May 2022.

The group membership has been invited to attend the first meeting, to outline the scope of the working group and to identify any gaps in the membership. The development of a plan is due for completion by December 2022.

Last Updated: 11-Jul-2022

Action Title: 2.3.7.2 Partner with No.34 Aboriginal Health Service to deliver a joint NAIDOC Week event

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Community Wellbeing Officer - Community Services	Completed	01-Mar-2022	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: Networking with No34 staff has previously been established and support given to NAIDOC week events.

Council had been consulted regarding partnering with No.34 for the noi.heen.ner reconciliation day event that had been planned for February 5th, however with the ever-changing restrictions and unknown availability of staff, this event was postponed just prior to Christmas.

Flag raising ceremony occurred for NAIDOC week at the Council Administration Building - No.34 and USC were invited to be a part of this event.

The National Reconciliation Week 2022 theme, "Be Brave. Make Change." has been set as a challenge to all Australians— individuals, families, communities, organisations and government—to Be Brave and tackle the unfinished business of reconciliation so we can Make Change for the benefit of all Australians. National Reconciliation Week—27 May to 3 June—is a week set aside to learn about our shared histories, cultures, and achievements, and to explore how each of us can contribute to achieving reconciliation in Australia.

National NAIDOC Week celebrations are held across Australia in July each year to celebrate and recognise the history, culture and achievements of Aboriginal and Torres Strait Islander peoples. The Council NAIDOC Week celebrations involve supporting the community to raise awareness of reconciliation through implementing initiatives that acknowledge one of the oldest, continuous living cultures on earth. Over this month - across the Council's meeting spaces and community venues - a uniquely central coast written acknowledgement has been displayed with local aboriginal artist Annie Hay's artworks. The poster serves as reminder of Council's journey in regard to reconciliation and as part of NAIDOC week's theme - enabling facility users and members of the community to participate in this reconciliation journey.

Displaying the Aboriginal flag at reception desks at a variety of community buildings was another way of acknowledging reconciliation and sharing an awareness of the Council's commitment to the actions of the adopted RAP.

Last Updated: 11-Jul-2022

Action Title: 2.3.7.3 Develop a policy around the use of Acknowledgement of Country and Welcome to Country at meetings and events

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Community Wellbeing Officer - Community Services	Completed	01-Sep-2021	30-Nov-2021	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN

Action Progress Comments: Welcome to Country and Acknowledgement of Country Guidelines have been adopted by Council. A short-form Acknowledgement has been applied to all email footers, and staff made aware of the Guidelines, which will be reflected in the way we run meetings and events, in Council publications and on signs in our community facilities. This is also included in the GM's staff newsletter.

Artwork was developed to be included with email acknowledgement. An Acknowledgement poster was created using artworks from the RAP document and is displayed at community meeting spaces.

Last Updated: 11-Jul-2022

Action Title: 4.3.6.1 Consider opportunities for residential living above shops in Reibey Street

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Community Services - Community Services	Completed	01-Aug-2021	31-Mar-2022	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN


Action Progress Comments: All Reibey Street property owners were sent a letter about the project, and asked to complete a form outlining the current and planned use of their properties, and indicating their level of interest in the project. Some property owners went on to have one-on-one discussions with the Director Community Services, and were provided with additional information and assistance from Council's Planning and Building Teams.

Council also engaged with the Central Coast Chamber of Commerce and Industry and their president attended a forum hosted by the Mayor, at which Council staff outlined the benefits of shop-top living and addressed some of the Planning and Building matters.

This project met its objective of improving Council's understanding of the barriers and opportunities associated with Shop Top Living. The learnings from this project will be reflected in a suite of brochures and website content to be developed in 2022-23 aimed at helping people understand development related opportunities in Central Coast.

Last Updated: 12-May-2022

Action Title: 4.3.6.2 Continue to develop active spaces and interactive activities for the Ulverstone CBD through the Public Events Working Group.

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Community Development Officer - Community Services	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Public Events Working Group has met regularly to explore different concepts and activities to activate spaces in the Ulverstone CBD. Hosting event scale activities in the CBD continued to have the challenge of COVID restrictions. The scope of installing interactive infrastructures such as Rube Goldberg Machines (Crazy Contraptions) linked to the Hive theme of art and science, was also considered. The group also looked to hold Christmas activities in the CBD, with a focus on bringing the magic of Christmas to Reibey Street through all of December.


The Group has met onsite and explored various spaces along Reibey Street for Christmas activities and decoration locations. New Christmas features were ordered to be placed in the CBD. The Tasmanian COVID Events Framework has been updated from 1 November 2021, which enabled the group to explore how the easing of some restrictions could make activity in the CBD easier. New decorations were installed, with activities in the main street throughout December including visits by Santa leading up to Christmas.

The Street Rod Convention proved very popular, with all events including the Reibey Street Park and Parade having high attendance. With over 400 street rods the visit was fabulous for Central Coast. Music in Apex Park was great however due to the size of the event speakers placed further along the street would assist create a larger more party atmosphere. The next event is planned for October 2022 around a Pet Festival in Anzac Park

Last Updated: 11-Jul-2022

Community Services and Facilities

Action Title: 2.2.1.1 Commence consultation phase and committee implementation of the Disability and Inclusion Action Plan

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Community Services - Community Services	Completed	01-Sep-2021	30-Apr-2022	100%	100.00%	 GREEN


Action Progress Comments: Four people initially appointed to Working Group, with an additional four then being invited - two of which accepted a role. Three meetings were held and an easy-read survey was developed and published. Stakeholder list was compiled, and key stakeholders invited to promote survey and / or meet with the Working Group. One of the Working Group members kindly volunteered to conduct an audit of Council's disabled parking and toilets.

Survey results were analysed by staff and discussed with the Working Group. Planned workshops will allow staff and members of the public to experience being in a wheelchair or having their vision impaired, prior to helping develop strategies and actions for inclusion in the Plan.

Draft plan has been developed - shaped in part by community drop-in sessions held Thursday 26th of May to Saturday 28th of May. A Working Group meeting was held in June, with a view to finalising the draft Access and Inclusion Plan. Access and Inclusion Plan completed subject to formal Council adoption after being workshopped with Councillors in August.

Last Updated: 11-Jul-2022

Action Title: 3.3.1.2 Update Venue Management Plans and promote on the Council's website and relevant events literature (for all venues)

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Development - Community Services	In Progress	01-Jul-2021	30-Nov-2021	95%	100.00%	 GREEN


Action Progress Comments: Review of hire forms, bookings and cleaning arrangements completed, with Forth Hall returned to Council management from April 2022. Existing venue information updated with 2022/23 fees.
Preliminary investigation into automated online booking platform with software provider, to be further developed in 2022/23.
Last Updated: 28-Jun-2022

Existing venue information updated with 2022/23 fees.

Preliminary investigation into automated online booking platform with software provider, to be further developed in 2022/23.

Last Updated: 28-Jun-2022

Action Title: 4.3.1.12 Update the Showground Master Plan to include the Ulverstone Sport & Leisure Centre

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Community Services - Community Services	Completed	01-Nov-2021	30-Apr-2022	100%	100.00%	 GREEN

Action Progress Comments: Consultant was engaged, with initiation meeting held in October 2021 and consultant undertaking consultation with staff and user groups. Drawings were reworked following feedback provided by Councillors and staff, and have now undergone further refinement, with input from key users.

Showground Master Plan completed subject to formal Council adoption after being workshopped with Councillors in July.


Last Updated: 11-Jul-2022

Last Updated: 11-Jul-2022

Land Use Planning

Land Use Planning

Action Title: 1.3.1.2 Undertake a desktop exercise to identify potential land to be rezoned for commercial purposes

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Land Use Planning - Land Use Planning	In Progress	01-Sep-2021	31-Mar-2022	80%	100.00%	 AMBER

Action Progress Comments: The examination of the supply and need for Commercial Zone land will form part of the Central Coast Local Settlement Strategy. Commencement of the strategy was delayed as an opportunity existed to leverage Tasmanian Government funding.


Additional funding has been secured, and Council has engaged planning consultants ERA Planning & Environment to undertake a Local Settlement Strategy.

An initiation meeting was held with the consultants in February, and work commenced. Progress update workshopped with Councillors in April.

A final draft report from ERA has been received and a workshop with Councillors will now follow, before the draft report is placed on public exhibition for community feedback.

Last Updated: 11-Jul-2022

Action Title: 1.3.5.1 Following the commencement of the Tasmanian Planning Scheme and Central Coast LPS, consider providing support for the rezoning of identified land to light industrial. Commencement of the strategy has been delayed slightly as an opportunity exists to leverage Tasmanian Government led work and funding.

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Land Use Planning - Land Use Planning	In Progress	01-Sep-2021	31-Mar-2022	85%	100.00%	 AMBER

Action Progress Comments: The examination of the rezoning of land to light industrial will form part of the Central Coast Local Settlement Strategy. Commencement of the strategy was delayed as an opportunity existed to leverage Tasmanian Government funding.


Additional funding has been secured, and Council has engaged planning consultants ERA Planning & Environment to undertake a Local Settlement Strategy.

An initiation meeting was held with the consultants in February and work commenced. A progress update was workshopped with Councillors in April.

A Final draft report from ERA has been received and a workshop with Councillors will now follow, before the draft report is placed on public exhibition for community feedback.

Last Updated: 11-Jul-2022

Action Title: 5.3.1.1 Identify areas where the Tasmanian Planning Scheme 'Road and Rail Code' would be applied for noise attenuation.


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Land Use Planning - Land Use Planning	Completed	01-Sep-2021	28-Feb-2022	100%	100.00%	 GREEN

Action Progress Comments: In consultation with TasRail, Planning staff have identified that land that would be subject to the Code, if subdivided, is primarily located within well established residential areas and subdivisions larger than 2-3 lots, and are able to be managed without the need for LPS mapped areas.

Furthermore, meetings with TasRail confirmed that there are some issues with the Code, which they are seeking to have rectified, and while they reserve the right to require a noise report for relevant developments/applications, they are more likely to request a Part 5 Agreement, predominantly to ensure that applicants are aware of and acknowledge likely exposure to train noise and vibration.

Last Updated: 27-Jun-2022

Action Title: 5.3.1.2 Develop a Cultural Heritage Plan

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Land Use Planning - Land Use Planning	In Progress	01-Aug-2021	28-Feb-2022	85%	100.00%	 AMBER

Action Progress Comments: The Tasmanian Planning Scheme, under C6.0 Local Historic Heritage Code, contains provisions for the identification, inclusion, protection and enhancement of local cultural heritage, including buildings, precincts, landscapes, archaeological sites and trees of local significance.

The Council sought Expressions of Interest from consultants to undertake the identification of local places, precincts and trees of heritage significance within the municipal area.


The Council engaged heritage consultants, Extent Heritage (Hobart), to undertake a study and community engagement project that will identify heritage resources that are important to our community. Extent Heritage will sub-contract a Tasmanian historian to undertake the written history portion of the project.

The study will look at buildings, precincts, landscapes, archaeological sites, parks and gardens and individual trees of local significance. Places of State cultural heritage significance are currently recorded on the Tasmanian Heritage Register, kept by the Tasmanian Heritage Council. It may be that some places transition onto a local heritage register.

Extent Heritage progressed community consultation in October 2021, including a community information session at the Gnomon Pavilion, drop-in sessions at Penguin and Ulverstone markets and a Zoom information session. More than 50 people have responded to a community survey. The consultant presented some findings to Councillor workshops in January and February 2022 and has finalised their draft report. It is anticipated a draft Local Heritage Study will be workshopped with Councillors in July, before the draft study is placed on public exhibition for community feedback.

Last Updated: 01-Jul-2022

Action Title: 5.3.1.3 Finalise a Local Central Coast Settlement Strategy

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Land Use Planning - Land Use Planning	In Progress	01-Aug-2021	31-Mar-2022	85%	100.00%	 AMBER

Action Progress Comments: In August 2021, four experienced Land Use Planning Consultants were asked to make a submission to develop a Central Coast Local Settlement Strategy. The Strategy will inform and guide future use and development in Central Coast for the next 20 years and will also be used to inform a review of the Cradle Coast Regional Land Use Strategy 2010-2030. The Strategy is to:


- Identify land use requirements and make recommendations for residential land use under the General Residential, Low Density, Residential and Rural Living (A, B & C) zones;
- identify land that may be suitable for Community Purpose, Light Industrial and Commercial land use. (Note: Council staff have begun looking at Light Industrial and Commercial options and will be undertaking further investigations to assist with the study outcomes);
- contain land zoning recommendations; and
- examine and make comment on:
 - o any regional provision that would not need to be replicated in Central Coast;
 - o social, economic and environmental trends that have impacted the region and the municipal area over the past decade;
 - o social, economic and environmental trends that are likely to impact the region over the next 20 years, including climate change,
 - o de-urbanisation and remote working driven by COVID-19, and a move to more in-home care for the elderly, driven by Government
 - o policy; and
 - o any strategic land use advantage that may be pursued by our municipality in relation to neighbouring or like municipalities around Australia.

Commencement of the strategy was delayed as an opportunity arose to leverage Tasmanian Government funding. Additional funding was secured, and Council has engaged planning consultants ERA Planning & Environment.

Meetings were held between staff and the consultants in February and March, and staff have been providing GIS data and other inputs. The consultants have also met with some local landholders. The Director Community Services and Manager Land Use Planning discussed the draft study's strategic drivers, opportunities, constraints and planning principals at a workshop with Councillors in April. A Final draft report from ERA has been received and a workshop with Councillors will now follow, before the draft report is placed on public exhibition for community feedback.

Last Updated: 01-Jul-2022

Action Title: 5.3.1.4 Review the Turners Beach, Forth and Revell Lane, Penguin, Specific Area Plans

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Land Use Planning - Land Use Planning	In Progress	01-Aug-2021	31-Mar-2022	45%	100.00%	 AMBER

Action Progress Comments: FORTH SAP

Planning staff met with the Forth Community Group on 5 August, to introduce the review of the Forth Specific Area Plan (SAP) and advised that a Heritage Consultant will also be looking at the Forth area. It is anticipated the review of the Forth SAP will 'dovetail' with the Local Cultural Heritage Study, each informing the other. The community will be consulted on a draft revised SAP that maintains the village subdivision standards, but replaces other design standards with the provisions contained within the Planning Scheme's Local Historic Heritage Code - that would be applicable only to listed heritage places and those areas within a draft heritage precinct overly. The outcomes and community feedback on the draft Local Heritage Study will inform and 'dovetail' with the review of the Forth SAP.

TURNERS BEACH SAP

Planning staff met with the Turners Beach community group on 26 August 2021 to introduce the process of a review of the Turners Beach Specific Area Plan (SAP).

A survey was developed, to harvest community feedback. The survey has, to date, received over 100 individual responses.

A workshop was held with the community on 18 November 2021 at the Turners Beach Community Hall, looking at the review of the Turners Beach SAP. Eighteen (18) members of the community attended the November 2021 workshop.

Staff are working on a revised, draft SAP, based on survey feedback.

The draft SAP will be workshopped with the community at the Turners Beach Hall on 21 July 2022, for community feedback.

A report on the Turners Beach, Revell Lane and Forth SAP's will be placed before the Planning Authority within the next 12 months - when the Turners Beach, Revell lane and Forth SAP's are also ready to be sent to Commission

REVELL LANE SAP

A letter and survey has been sent to all landowners and occupiers at Revell Lane, Penguin.

Planning staff have met with three of the landowners to further explain the current SAP provisions and the Rural Living Zone provisions under the Tasmanian Planning Scheme - Central Coast.

Of the eight (8) Revell Lane properties that are subject to the provisions of the SAP. Four (4) property owners have said the SAP is no longer relevant to their land and one (1) has ask that the SAP remain in place. Three (3) have not responded.

Further consideration is being given to the relevance of the SAP and the future of land in this area.

A report on the Turners Beach, Revell Lane and Forth SAP's will be placed before the Planning Authority within the next 12 months- when the Turners Beach, Revell Lane and Forth SAP's are also ready to be sent to Commission


Last Updated: 01-Jul-2022

Corporate Services

Corporate Services

Finance

Action Title: 5.1.3.1 Internal Audit Program – Fringe Benefit Tax

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Finance - Corporate Services	Completed	01-Jul-2021	31-Dec-2021	100%	100.00%	 GREEN

Action Progress Comments: Commenced review of existing FBT reportable items and submitted 2020/21 return to ensure compliance with current legislation.

A thorough review of Council vehicle numbers, types, and employee contribution levels was undertaken to identify opportunities to reduce liability.

Commenced a review of key components for FBT review.

Actual Vehicle running costs were reviewed in line with estimated employee contributions calculations to ensure minimal gap.

Reviewing the information that Maxxia provided for FBT. Fleet manager vehicle costings prepared.


Reviewed alignment to Fleet Policy & Light Vehicle Guidelines documents.

Draft report of findings distributed in June with outcomes of submitted FBT return.

Draft report completed 28/6/22 for submission to the SLT and the Audit Panel.

Last Updated: 11-Jul-2022

Action Title: 5.2.1.22 Adopt a Fees and Charges Policy


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Finance - Corporate Services	Completed	01-Jul-2021	31-Jul-2021	100%	100.00%	 GREEN

Action Progress Comments: An extensive review was undertaken by River Road Consulting and a Policy developed.

Policy was workshopped with Councillors and adopted by the Council on 19 July 2021.

Last Updated: 03-Nov-2021

Action Title: 5.2.1.23 Conduct review of existing finance processes for automation opportunities to improve time and cost efficiencies

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Finance - Corporate Services	Completed	01-Sep-2021	30-Apr-2022	100%	100.00%	 GREEN

Action Progress Comments: This will be an ongoing process throughout the year as part of adopting a continuous improvement focus for the team.

This will have a major focus during the project for the upgrade of financial software to identify current processes that can be improved with the upgrade.

Process improvement opportunities in Project Close-out / Asset Capitalisation have been identified to improve year-end and asset management reporting processes. Working with Engineering, Asset Management and Finance Teams from Q2 in 2021/22. Kings Parade upgrade review will be completed on final sign-off.

Payroll stage 2 will represent another key opportunity for automation through the removal of manual timesheet processes and the transition to electronic submission and approval. The first stage of office-based employees transferring to ESS has proven successful. Works/Maintenance employees are still to be transferred. This will commence once the transition to a cloud-based environment is completed in January.

Met with external consultants to look at improving the performance of Microsoft Teams, prior to Christmas the findings were reviewed and discussed with Icomm in January 2022. Recommended changes were initiated and improvements were made and further testing over wider application usage is underway. Training materials and processes are being prepared for roll-out.


Reviewing Visitor Information system reporting and banking processes, to reduce the current effort required to complete the necessary daily reconciliation process. Looking to utilise the functionality of the new POS system to its capability to improve the process and automation of reporting.

Identified opportunities for improvements and administration time reduction in processing of Resource Recovery Centre Documents. This has been identified for the 2022-2023 work plan.

ICT Help Desk software was initiated and rolled out in March. Significant engagement to date from staff in utilising new Help Desk and monthly reporting and formal reviews conducted by ICT team in monthly team meetings. The expectation is this will lead to an improved knowledge base for ICT team and data for identifying areas for improvements aligned to recurring ICT performance issues.

Last Updated: 29-Jun-2022

Action Title: 5.2.1.31 Upgrade of financial software to Community Finance (Microsoft Dynamics) which includes the review and update of the General Ledger for improved efficiency

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate Finance - Corporate Services	In Progress	01-Oct-2021	30-Jun-2022	40%	100.00%	 AMBER

Action Progress Comments: Initial discussions conducted with Open Office.

The Open Office indicated Project Management Team for Payroll project will support the GL upgrade, with the GL project and is likely to take 6 months to implement.

Currently reviewing Chart of Accounts in line with Dimensional Structure utilised in MS Dynamics environment.

Finance/IT Working Group established to complete Chart of Accounts review and selection of appropriate dimensional structure. Meetings commenced in December and are continuing. Have reached out to contacts at Kingborough Council for discussion and review of their rollout of Community Finance and GL structure adopted.

The complexity and resources required to complete this project will see the action roll-over into 2022-2023.

Contacted Kingborough Council to understand GL dimensional structure and key learnings from their recent rollout of Microsoft Dynamics Finance Module. Kingborough provided key insights in to their structure including improvements and changes they initiated after their rollout to improve utilisation, Kingborough also provided information and an example of their GL structure and Financial reporting tool utilised by Dynamics.

General Ledger planning ongoing but upgrade to be deferred to commence June 2022 to enable the completion of existing upgrades required in Open Office Modules (Building, Infringement, Payroll cloud migration) to ensure resources not spread too thin.


Project rolled over to 2022/23 to focus on completion of Infringements and Building modules to assist in improve operational capability in these areas,

Also currently completing Cloud migration for Payroll.

Last Updated: 30-Jun-2022

Information Services

Action Title: 5.2.1.29 Review Customer Request System

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Corporate Services - Corporate Services	Completed	01-Sep-2021	31-Mar-2022	100%	100.00%	 GREEN

Action Progress Comments: Review existing systems and workflows for capturing customer requests to match the existing systems with functional requirements.

Have begun a functionality review of the current customer-facing application Merit.

Following discussion, the following has been undertaken:

Merit advised the council in November 2021 of an upgrade to our current version that was available at no cost to the Council.

February 2022 Merit provided the council with a demonstration of the new features available in the latest version of their Product

March 2022 staff will be performing some system functional testing of the new version to Evaluate user impact and training requirements.

March 15, 2022, Merit upgraded to the latest version

April 1, 2022, Plan to introduce new functionality to the business devised

User Acceptance Testing on the new MyMerit interface was successfully completed by the selected test audience and signed off.


Merit user training on the new MyMerit interface was presented to operators on the 23rd of June 2022

A second training session for anyone that could not make initial training session is still to be presented.

The new interface and functionality are now live.

Last Updated: 01-Jul-2022

Action Title: 5.2.6.1 Develop a Cloud-based Strategy

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Corporate Services - Corporate Services	In Progress	01-Dec-2021	31-May-2022	50%	100.00%	 AMBER

Action Progress Comments: A draft overview of the Digital Strategy has commenced and presented to SLT for comment, where the Cloud Strategy will be an element of the Digital strategy as identified by SLT, as a priority.

SLT to agree and determine proposed goals and objectives and guiding principles for ICT Strategy which in turn will guide the completion of the detailed cloud strategy.

The high level, works have been completed, with the detail to be added.

To be presented at September Council Workshop.

Objectives and guiding principles were approved by the SLT for adoption in the draft Digital Strategy document.

A brief overview of the Strategy and the Objectives and Guiding Principles were presented to Council Workshop on 6th June as part of discussions regarding the Website upgrade project.

Feedback was sought and provided by Councilors on the presented objectives and principles at the workshop.


Feedback to be incorporated in draft Digital Strategy.

Full review and presentation of Strategy are to be presented to Council.

This was originally planned for June but delayed due to competing budget priorities and the absence of staff due to Covid.

Last Updated: 01-Jul-2022

Action Title: 5.2.6.2 Review the Terms of Reference of the ICT Governance Committee

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Corporate Services - Corporate Services	Completed	01-Sep-2021	30-Nov-2021	100%	100.00%	 GREEN

Action Progress Comments: Reviewed the recommendations of an external review conducted by River Road Consultants.

Before reviewing the ICT Governance Committee, the SLT will finalise the Digital Strategy which will inform the review and the need for an internal ICT Committee.


ICT oversight will now be performed as part of the monthly ICT review with key members of the ICT Team and SLT

Last Updated: 29-Apr-2022

Regulatory Services

Building and Plumbing Services

Action Title: 5.2.1.25 Implementation of the Open Office Building application

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Organisational Development - Regulatory Services	In Progress	01-Jul-2021	31-Dec-2021	50%	100.00%	 AMBER

Action Progress Comments: Two outstanding issues with data migration from previous software, waiting on Open Office to sort.

Weekly meetings will be setup to hopefully progress implementation.

Met with the Project Manager in November to discuss where this project is at and what we need to do to progress.

Open Office to continue on project in January 2022 and follow up will continue to see this project completed.

No progress from Open Office, still waiting for them to sort out the 2 remaining issues mentioned above.


Discussions have re-commenced with Open Office to finalise this project over the coming months.

Weekly meetings with Open Office continue, getting closer to finalising the last three issues before moving onto the migration of spreadsheet documents from 2017.

Last Updated: 27-Jun-2022

Compliance

Action Title: 1.1.11.1 Finalisation of a Camping By-law to regulate freedom camping within Central Coast

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Regulatory Services - Regulatory Services	In Progress	01-Sep-2021	31-Mar-2022	40%	100.00%	 AMBER

Action Progress Comments: This action has proved to contain many aspects. It was identified that development applications are required for existing and any proposed additional sites.

The costs associated with preparing development applications will be considered as part of 2022/23 budget deliberations.

A presentation was made at the November 2021 Council workshop, and feedback was sought to assist in the development of a new By-law.

No additional sites have since been identified as suitable for camping. Initial contact has been made with Government stakeholders.

Development of the by-law and Regulatory Impact Statement has commenced.

Planning consultant, Irene Duckett, has been engaged to pursue applications for the existing sites.


Stage one has commenced and involves the development of an assessment methodology and a review of each site's merits and drawbacks.

Ms. Duckett will present initial findings to Council Workshop in July.

Stage two would focus on seeking planning approval for existing camping sites.

Last Updated: 01-Jul-2022

Action Title: 5.2.1.26 Investigate the benefits of introducing lifetime registration of dogs

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Regulatory Services - Regulatory Services	Completed	01-Jan-2022	31-Mar-2022	100%	100.00%	 GREEN

Action Progress Comments: A review of all Tasmanian Councils revealed that most have not implemented lifetime dog registrations, although some have moved to lifetime tags.

The benefits and drawbacks of lifetime dog registrations were examined.

A presentation to a Council Workshop in April 2022 outlined the results of the research and made some suggestions should it be implemented.

At this stage lifetime registration will not be introduced, but the issue will be reviewed again in November 2022.

It will become a Departmental Action for 2022/23, keeping a watch on any further developments.

Last Updated: 25-May-2022

Action Title: 5.2.1.27 Review all smoke-free areas across the municipal area

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Regulatory Services - Regulatory Services	In Progress	01-Jan-2022	31-May-2022	30%	100.00%	 RED

Action Progress Comments: A presentation to a Councilors Workshop in April identified the current restrictions and outlined possible future expansion, including rectifying some anomalies in the current areas.

Two small additions to the smoke-free areas will be made within the Ulverstone business district.

Full consideration of smoke-free areas in Penguin will occur once community consultation has been completed.

A consultation plan is being prepared in June.


Last Updated: 01-Jul-2022

Infrastructure Services

Infrastructure Services

Assets

Action Title: 4.3.1.7 Conduct a facilities audit of Council buildings

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	In Progress	01-Sep-2021	31-May-2022	50%	100.00%	 AMBER

Action Progress Comments: Internal discussion between Infrastructure Services and Community Services including through Facilities and Asset Management Team (FAMT) to develop a consistent and strategic approach for similar actions namely;

Action: 4.3.3.6 Review of the Central Coast Open Space and Recreation Plan 2012-2022.

Action: 4.3.1.7 Conduct a facilities audit of Council buildings.

Action: 4.3.1.15 Refine the Asset Management Plans and update the Policy.

Action: 5.2.1.19 Review of the Recreation and Hall facilities review

The Facilities Strategic Management team have confirmed the evaluation criteria and and have written the supporting content.


Information discussed and presented at the February 2022 Facilities Asset Management Team (FAMT) meeting.

The development of an audit template document has been completed and an internal audit of the Council building has commenced with over 25 buildings inspected.

Finalising of this action will be deferred to 2022/23.

Last Updated: 01-Jul-2022

Action Title: 4.3.1.10 Review and assessment of beach accesses

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	Completed	01-Jul-2021	31-Mar-2022	100%	100.00%	 GREEN

Action Progress Comments: The beach access review was presented at the Councillor Workshop in January 2022.

Discussion was held with the Disability Access and Inclusion Committee in relation to disabled accesses to beach areas and ideas around what the Council can assist with.

Fifty assessments were completed. Work commenced on evaluating replacement value, and recommendations on signage and mapping - prioritisation on access points also to be completed.


Design phase for disabled beach accesses has commenced with the Ulverstone Surf Club and the Esplanade identified as potential installation locations.

All Council maintained/recognised beach accesses have been incorporated into the Asset Management System.

A review of the draft beach access report has been completed, with a final report scheduled for the August 2022 Council meeting.

Last Updated: 11-Jul-2022

Action Title: 4.3.3.1 Complete the Perry-Ling Gardens Master Plan, incorporating a Management and Implementation Plan


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	In Progress	01-Sep-2021	31-May-2022	85%	100.00%	 AMBER

Action Progress Comments: A site visit of the Penguin Foreshore was undertaken with the Consultant and members of the Assets Team in January 2022. All facets of the Penguin Master Plan project were discussed including updates of the Perry-Ling Gardens Project and community survey results and Stage B of the Penguin Foreshore Remediation and Upgrade Project. Designs for the area will address and incorporate the community input, TasRail requirements and final design of the foreshore project. John Mongard Landscape Architects were engaged to assist with the project. Council staff met with John Mongard in March to discuss concerns regarding potential impacts.

The consultant presented to a Councillor Workshop and conducted community information sessions. A Final Plan is currently being prepared, however cannot be finalised until agreement with Tasrail has been reached. This is expected to be during July 2022. A budget allocation for the Perry Ling Gardens area has been included for 2022-2023. Finalising of this action will be deferred to 2022/23.

Last Updated: 01-Jul-2022


Action Title: 4.4.1.1 Establish a formal Green House Gas (GHG) emissions target with committed goal of net zero emissions for Council operations by 2050

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	Completed	01-Jan-2022	31-May-2022	100%	100.00%	 GREEN

Action Progress Comments: Council has a target of net zero Green House Gas (GHG) emissions listed in its Climate Change Strategy with commitment to net zero by 2050. Council's operations have been reviewed and it is believed a net zero by 2040 is achievable and should be our formal target. This will consist of 20% reduction by 2026; 40% by 2031; and 100% by 2040. A Council report is scheduled for the August 2022 meeting to endorse a committed goal. A workshop could be conducted if required, however a comprehensive report has been prepared to inform this recommendation.

Last Updated: 11-Jul-2022

Action Title: 4.4.1.2 Undertake a survey of all coastal foreshore areas to identify areas of erosion and potential mitigation measures, including a review of existing walls and structural integrity

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	In Progress	01-Oct-2021	31-Mar-2022	40%	100.00%	 AMBER

Action Progress Comments: Part of this is included in the development of the Natural Resource Management Plan. The consultant has been engaged with data verification and collection to occur over the summer months between December 2021 and February 2022.


A review of eroded areas has commenced and some areas have been identified at Turners Beach. The area around the Ulverstone beaches and Buttons Beach from waterslide through to Fishpond has been inspected. One site at the base of lookout carpark (opposite palm trees) also identifies areas of erosion. Further hot spot locations have been identified and infrastructure that could be impacted by coastal erosion also included in such assessments.

NRM officer has conducted site visits at Sulphur Creek, Howth and the breakwater on the western side of the Leven River.

Due to other priorities this action will defer to 2022/23 for completion.

Last Updated: 01-Jul-2022

Action Title: 4.4.1.3 Undertake a detailed climate change assessment on Council assets

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	In Progress	01-Oct-2021	31-May-2022	85%	100.00%	 AMBER


Action Progress Comments: The Asset Management Plan template has been updated to include section 4.5 Climate Change and Adaption. This section includes two tables to discuss Managing the impact of climate change on assets and building asset resilience to climate change. It is proposed this section will capture enough information to meet this action. The Council's Asset and Sustainability Officer has commenced the development of the Asset Management Plans for the required Asset Classes as identified in the Asset Management Policy.

1. Draft Stormwater Management Plan completed in 2020 and updated in 2021
2. Draft Footpaths Asset Management Plan completed in November 2021
3. Draft Parks and Open Space Asset Management Plan completed December 2021
4. Draft Bridges Asset Management Plan completed December 2021
5. Draft building and facilities asset management plan completed February 2022
6. Draft road asset management plan completed April 2022
7. Draft Active Recreation plan completed June 2022

The process to finalise all plans was reported in November 2021 to take until the end of 2022.

Last Updated: 01-Jul-2022

Action Title: 5.3.4.1 Review the future use of the Penguin Depot Site

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure Services - Infrastructure Services	In Progress	01-Sep-2021	28-Feb-2022	15%	100.00%	

Action Progress Comments: This action requires inputs from the Penguin Town Centre project which is currently being finalised.

The area is zoned General Residential.

Options for consideration include:

1 - No change

2 - Sold as-is

3 - Development - Residential subdivision

4 - Development - As per Penguin Town Centre Project

Further investigation is required and alignment with relocation of current tenants required to complete this action.

Due to other priorities this action will defer to 2022/23.

Last Updated: 01-Jul-2022

Engineering

Action Title: 2.3.4.23 Complete the Lower Forth Flood Plan

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure Services - Infrastructure Services	In Progress	01-Oct-2021	31-Mar-2022	55%	100.00%	

Action Progress Comments: Draft document has been prepared and is currently being reviewed, Entura analysis on Forth River has been completed.


Review of the Mersey Leven Emergency Management Plan has been completed and revised plan adopted by Council.

Information from the Forth River flood analysis and the Mersey Leven Emergency Management Plan are to be incorporated into the document.

Further flood analysis in the vicinity of the Forth River Bridge and Overflow Bridge has been commissioned to understand the effect of these structures and potential blockages. This work is expected to be completed in July/August, and then the revision of the Plan to be completed by end of September 2022.

Last Updated: 01-Jul-2022

Action Title: 4.3.3.2 Complete Fairway Park Master Plan


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Engineering - Infrastructure Services	In Progress	01-Aug-2021	30-Jun-2022	70%	100.00%	 AMBER

Action Progress Comments: Conceptual plans for the current Bowls Club area has progressed with options for possible shared facilities with other stakeholders. Various options for the future of the Ulverstone Surf Club have been discussed. The funded shared pathway link from Leighlands Christian School to Fairway Park has been designed with further consultation required with the Big 4 caravan park regarding the link in this area. The Skate Park has been completed with the surrounds currently being finished.

Options for the above and other areas within the foreshore will be workshopped with Council.
A new project manager is to be sourced to undertake this project, delaying further progress to 2022/23.

Last Updated: 03-Jun-2022

Action Title: 5.3.1.5 Review and update the 2014 Parking Plan


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Engineering - Infrastructure Services	In Progress	01-Oct-2021	31-Mar-2022	60%	100.00%	 AMBER

Action Progress Comments: Parking surveys were undertaken in February 2022 to the various parking zones. This data will be utilised to update the '2014 Parking Plan'. Progress has been delayed due to resourcing and the action will defer to 2022/23.

Last Updated: 01-Jul-2022

Parks and Amenities


Action Title: 4.3.3.3 Finalise the Johnsons Beach Master Plan (BBQ shelter)

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	In Progress	01-Sep-2021	30-Nov-2021	55%	100.00%	 AMBER

Action Progress Comments: The Site Plan has been completed and updated engineering drawings have been received from the supplier. Building Surveyor Pitt & Sherry have been engaged. The building and plumbing approval process has commenced. Crown Land approval has been sought, but was delayed awaiting final plans from the supplier. BBQ hut has been ordered with estimated delivery in August 2022. Finalising of this action will be deferred to 2022/23.

Last Updated: 01-Jul-2022

Action Title: 4.3.3.4 Review lighting in public places and parks and include outcomes in the Council's Long-term Financial Plan


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	In Progress	01-Mar-2022	31-May-2022	20%	100.00%	 RED

Action Progress Comments: An audit of spatial data for lighting and review of the lighting service levels in the Open Space and Recreation Plan 2012-2022 is to be conducted. Solar lighting has recently been provided to shared pathways in Tobruk Park and West Ulverstone as part of the LRCI grant projects.

Progress has been delayed and field work is yet to be finalised. Due to other priorities this action will defer to 2022/23.

Last Updated: 01-Jul-2022


Action Title: 4.3.3.5 Review of flag flying and flagpole locations at Council parks and facilities

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	Completed	01-Oct-2021	31-Jan-2022	100%	100.00%	 GREEN

Action Progress Comments: The Assets Team presented a review of Council flag flying and flag pole location at the Councillor Workshop in January 2022. A flag policy was then drafted, and the installation of the Aboriginal flag at the Ulverstone Administration Centre completed.

Last Updated: 11-Jul-2022

Action Title: 4.3.3.6 Review of the Central Coast Open Space and Recreation Plan 2012-2022


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	In Progress	01-Jul-2021	30-Jun-2022	25%	100.00%	

Action Progress Comments: Currently reviewing the draft document and evaluating current services levels in line with the drafted Open Space Asset Management Plan. The current development of the Buildings and Facilities Asset Management Plan will provide supporting information in the review of the Central Coast Open Space and Recreation Plan, work has also progressed with Asset Management Plan data.

This project was placed on hold until the appointment of a new Manager Assets and deferred to 2022/23.

Last Updated: 01-Jul-2022


Action Title: 4.4.5.1 Investigate the development of a wetlands at Parsons Street, Ulverstone

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	Completed	01-Oct-2021	28-Feb-2022	100%	100.00%	

Action Progress Comments: ES&D completed a review of water quality through sampling and a draft report was received by Council in February 2022. The outcomes were presented at a Councillor workshop in March 2022 and whilst feasible in its concept, it was not recommended to Council at that time.

Last Updated: 11-Jul-2022

Action Title: 5.2.7.1 Develop interpretive signage at the Fish Pond

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	Completed	01-Nov-2021	31-Jan-2022	100%	100.00%	


Action Progress Comments: Liaison was undertaken with the Friends of Fishponds group and background research for historical records conducted through Hive, UTAS Riawunna Centre and Tiagarra Aboriginal Cultural Centre. This also included interpretations of native wildlife in the area. The Council was also successful in a Grant application for sign design through CCA.

A location for signage was identified, with the signage fabricated and scheduled for installation mid-July 2022.

Last Updated: 11-Jul-2022

Roads, Bridges and Drainage


Action Title: 1.2.2.3 Prepare a Pathways Plan to ensure connectivity between areas within towns and with the Shared Pathway

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Engineering - Infrastructure Services	Completed	01-Oct-2021	28-Feb-2022	100%	100.00%	 GREEN

Action Progress Comments: Draft presentation plans have been developed illustrating a mixture of existing and proposed paths within a pathway hierarchy. The plan has been scheduled for presentation to a Council Workshop on 25 July 2022.

Last Updated: 01-Jul-2022

Action Title: 4.3.1.8 Prepare an integrated Turners Beach Pathway, Streetscaping and Traffic Management Plan


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure Services - Infrastructure Services	In Progress	01-Jul-2021	31-Oct-2021	90%	100.00%	 GREEN

Action Progress Comments: Several meetings of the working group have been conducted. More detailed designs were prepared and presented to the group. Discussions focused on the eastern end of the Esplanade in regard to parking and traffic management, Susan Street, and preferred route for the shared pathway. Options for various areas were either agreed or resolved to revise scope and prepare designs for final consideration prior to public consultation. A meeting of the group to finalise these designs was held 15 March 2022. Outcomes of the meeting have been finalised on the concept documentation. A Councillor workshop was conducted 30 May 2022. Arrangements for public consultation in July 2022 are being finalised. Final Plan to be prepared following the consultation inputs. A budget for safety improvement works at the eastern end of the Esplanade has been approved for the 2022/23 capital works program. Finalising of this action will be deferred to 2022/23.

Last Updated: 01-Jul-2022

Waste Management

Action Title: 4.4.2.1 Development of a Central Coast Waste Strategy


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure Services - Infrastructure Services	Completed	01-Jul-2021	31-Oct-2021	100%	100.00%	 GREEN

Action Progress Comments: The Waste Strategy was adopted at the February 2022 Council meeting.

Last Updated: 25-Feb-2022

Works Operations

Action Title: 2.3.4.24 Review and update the Council's Emergency Management Plan, incorporating a training exercise

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Works Services - Infrastructure Services	Completed	01-Feb-2022	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Mersey Leven Emergency Management Plan has been reviewed and was endorsed by the Mersey Leven Emergency Management Committee at its meeting on 4 November 2021. It was then issued under the authority of the State Emergency Management Controller in accordance with the Emergency Management Act 2006. It was endorsed by Council at the January 2022 Council Meeting.

Council conducts a 6-monthly training exercise to set up the flood stop in Leith Road. A training exercise was also conducted by Tasmania police in March 2022, with Council's Deputy Coordinator attending.


Last Updated: 11-Jul-2022

Office of General Manager

Office of General Manager

Organisational Development

Action Title: 2.3.4.25 Undertake a business continuity training exercise

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Risk Officer - Office of General Manager	Not Started	01-Feb-2022	30-Apr-2022	0%	100.00%	 RED


Action Progress Comments: While a training exercise was proposed for April/May 2022, undertaking the test was dependent on the Business Continuity Plan being fully complete. At present the Plan is yet to include content such as critical function sub-plans (a sub-plan has been developed for the General Manager's Department).

Because a test cannot be completed until the BCP is complete, the Action 'undertake a business continuity training exercise' will be carried forward to 2022/23.

The Risk Officer will oversee the completion of the BCP by SLT including sub-plans. Anticipated completion date is 01-Sep-22.

Last Updated: 29-Jun-2022

Action Title: 5.1.1.1 Complete the Council's Workforce Plan

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Organisational Development - Office of General Manager	In Progress	01-Aug-2021	31-May-2022	60%	100.00%	 AMBER

Action Progress Comments: Currently working with Planning and Works Services (RRC) to implement individual work plans.

Once these two areas are complete it will then be prior to the development of other area work plans.


Currently working on Assets and Engineering Workforce Plans. No progress with these two areas will move on to other areas.

To hasten the completion of the project, HR are going to run a workshop with the Operational Leadership Team using a couple of the completed plans to allow them to start developing their own plans.

Workshop has been conducted with OLT. OLT to populate template and send to HR by end of June.

Last Updated: 01-Jul-2022


Action Title: 5.1.3.2 Review fraud management practices

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Corporate Services - Office of General Manager	Not Started	01-Oct-2021	28-Feb-2022	0%	100.00%	 RED

Action Progress Comments: A review of the Council's Fraud Management Policy is being undertaken in the first six months of the financial year following training.

Last Updated: 01-Jul-2022

Action Title: 5.1.9.1 Update the Strategic Risk Register

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Risk Officer - Office of General Manager	Completed	01-Jul-2021	31-Oct-2021	100%	100.00%	 GREEN


Action Progress Comments: A draft strategic risk register was presented to SLT in March 2022. After discussion it was agreed by SLT the register be expanded from 5 to 10 risks; the additional risks are:

- Relationships
- Organisational Culture
- Technology
- Emergency Management (currently included in the Climate Change risk)
- Reputation

Discussions have been held with members of SLT individually to receive feedback on the draft register. The register will be amended and submitted to SLT in July for ratification.

Last Updated: 01-Jul-2022

Action Title: 5.2.1.30 Undertake the Workplace Health and Safety system migration from AS/NZS 4801 to ISO 45001

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
WHS Officer - Office of General Manager	In Progress	01-Sep-2021	31-Mar-2022	90%	100.00%	 GREEN

Action Progress Comments: Council's WHS management system has been updated to align with ISO 45001. All WHS documents will be updated to reflect the new standard. An audit by BSI was undertaken in June 2021 with the aim to be accredited as ISO 45001 compliant.

Last Updated: 01-Jul-2022

Strategy and Policy

Action Title: 1.3.5.2 Review and progress outcomes from the Complete Streets report on the Penguin Town Centre

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
General Manager - Office of General Manager	Completed	01-Jul-2021	31-Dec-2021	100%	100.00%	<div><div></div><div></div><div></div></div> GREEN

Action Progress Comments: The draft Complete Streets report was workshopped by Councillors and subject to community consultation, prior to endorsement of the plan by Council. Parallel to the public feedback, talks were commenced with users of some Council buildings to ensure were being used in the best strategic way. A report and recommendations were then submitted.


Works were commenced in 2021/2022, with some projects commencing early 2022 using LRCI grant funding.

Staff have worked with Complete Streets and Irene Inc. etc. looking at planning and concept designs for former Penguin Recreation Ground which will be presented to Council before going out to the public for further consultation.

John Mongard is working with the Assets Team and the GM on concept plans for the Penguin Foreshore and Perry Ling Gardens. A few changes are being made before coming back to a Council workshop prior to further community consultation.

Last Updated: 11-Jul-2022


Action Title: 2.3.6.1 Review the Central Coast Social Planning Framework

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Strategy & Policy Officer - Office of General Manager	Completed	01-Nov-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The reviewed Central Coast Social Planning Framework was presented at a Councillor Workshop on 15 March and discussed with the Council's Community Services staff - the review is now complete.

Last Updated: 11-Jul-2022


Action Title: 3.3.9.1 Review and update the Wharf Precinct Plan

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
General Manager - Office of General Manager	Not Started	01-Mar-2022	30-Jun-2022	0%	100.00%	 RED

Action Progress Comments: The General Manager has not considered a plan for this project at this stage. This action will proceed in 2022/2023.

Last Updated: 06-Jun-2022

Action Title: 5.2.1.24 Explore economic opportunities in Central Coast

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Strategy & Policy Officer - Office of General Manager	Completed	01-Oct-2021	30-Jun-2022	100%	100.00%	 GREEN


Action Progress Comments: The draft Central Coast Local Economic Development Framework includes actions and related tasks to explore economic opportunities in Central Coast. The Framework was endorsed at the Council Meeting in October 2021.

With support from the General Manager, a suite of actions from the Local Economic Development Framework has progressed as follows:

- A social media campaign promoting opportunities for local workers to engage with the Agri-sector has commenced.
- A survey outline/structure will be drafted and related questions in various formats will be developed to engage broadly with industry, business and the community. Collaboration with the Central Coast Chamber of Commerce and Industry will be requested to review the draft survey and also to cross-promote and assist with the finalised survey's distribution.
- A meeting of local government Economic Development Officers and a Director/Acting General Manager hosted by the Cradle Coast Authority explored local and regional economic challenges and opportunities, innovative strategies, industry strengths/gaps and job creation.
- The Council will commence promoting the AgMove initiative to support filling vacant job positions in the Agri-sector.
- The Cradle Coast Authority's economic development Core Team discussed and collaborated around shared economic opportunities, shared challenges, lessons learned and potential responsive strategies at a meeting on 29 June.

Last Updated: 11-Jul-2022

Action Title: 5.2.1.28 Review content and functionality of CCC Website

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Strategy & Policy Officer - Office of General Manager	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: A Content Strategy to assist the Council audit current website content is under development and is nearing completion with the audit process currently underway. A website "Discovery" phase has commenced with Niche Ignite Pty Ltd. The process will help refine logic relating to how to make website's content more accessible. It is anticipated that the audit process will commence in March to ensure all website data is relevant and up to date.


The "Discovery" phase with Niche Ignite is well underway. Cain Lazenby, Niche Ignite's Creative Director presented website examples to the Council's Senior Leadership Team. The presentation explored feasible new functionality and design options for the Council's website. The meeting created an opportunity for the Council to ask questions to an expert, providing a direct feedback loop.

A Cr Workshop was organised in June with Councillors for their expectations on our website. This will also combine with the Digital Strategy principles.

The Council's IT Group will lead the website redesign in the 2022-2023 financial year.

Last Updated: 11-Jul-2022

Action Title: 5.4.4.3 Develop a Communication and Engagement Strategy

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Strategy & Policy Officer - Office of General Manager	Completed	01-Nov-2021	31-Mar-2022	100%	100.00%	 GREEN

Action Progress Comments: The Strategy will guide the Council's communication and engagement with the community and stakeholders to improve the work that we do, and the way that we do it. The strategy will identify improvements relating to the purpose of communications/engagement with particular audiences, the methods and frequency used, and provide guidance for staff in order to create strong promotional plans for their projects or activities.


Permission has been requested and granted for use of the IAP2 Spectrum for Public Participation graphic to be used in the Strategy.

The Local Government Association of Tasmania hosted a virtual meeting for local government communications staff. The presentation and items for discussion focused on social media, which provided learnings and insights from collaborators and presenters for the Communications and Engagement Strategy.

The draft Communication and Engagement Strategy was presented to SLT on 12 May and further reviewed at the SLT meeting on 2 July prior to being presented to Council at a Workshop.

Last Updated: 28-Jun-2022

Action Title: 5.5.2.1 Work with the State Government and Cradle Coast Authority to progress immigration settlement within Central Coast

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Strategy & Policy Officer - Office of General Manager	Completed	01-Jul-2021	30-Jun-2022	100%	100.00%	 GREEN

Action Progress Comments: The Choose Cradle Coast Jobs Board is currently advertising job vacancies in the Cradle Coast region, including vacancies at the Council. According to the Regional Futures Plan Evaluation dated June 2021, "The Choose Cradle Coast campaign was well received and there was a definite boost in website traffic to the jobs board and on the Choose Cradle Coast social media site". In late August, the Choose Cradle Coast Facebook page had over 450 followers. Currently looking at links between the Council's Population Strategy with State Government and CCA Progress.

The Central Coast Local Economic Development Framework aligns to the Cradle Coast Authority's Futures Plan, specifically the Choose Cradle Coast initiative, and explores ways to influence and encourage repatriation of the youth diaspora.

The Central Coast Local Economic Development Framework was endorsed at the Council Meeting held on 18 October 2021.

It is planned that the State government's 'Migration Tasmania' website be promoted and linked on the Council's website.

An "Immigration Settlement in Central Coast" webpage was drafted for placement on the website's "Economic Development" menu. The draft webpage promotes Central Coast as a remarkably liveable place and includes links and information from the Migration Tasmania website.

The "Immigration Settlement in Central Coast" webpage has approved and placed on the website's "Economic Development" menu. Discussions with the Cradle Coast Authority have been held to establish the status of the Futures Plan "Choose Cradle Coast" initiative in relation to a Regional Immigration Strategy.

The Cradle Coast Authority is looking at reviewing the Immigration Strategy particularly around workforce immigration.

Last Updated: 07-Mar-2022



The entire contents of this document are subject to copyright with all rights reserved. All copyrightable text and graphics, the selection, arrangement and presentation of all information and the overall design of the document are the sole and exclusive property of CAMMS. Copyright © 2017 CAMMS. All rights reserved



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

Period: 21 June to 18 July 2022

Documents for affixing of the common seal under delegation

- . Part 5 Agreement under s. 71 *Land Use Planning and Approvals Act 1993*
54 Braddon Lookout Road, Leith
DA2020241
- . Retail Agent (Consignment) Agreement between the Tasmanian Parks and
Wildlife Service and the Central Coast Council, granting authority to sell
Parks Passes and collect fees at Ulvertstone Visitor Information Centre / Hive.

A handwritten signature in cursive script that reads 'Sandra Ayton'.

Sandra Ayton
GENERAL MANAGER



SCHEDULE OF CONTRACTS AND AGREEMENTS

(Other than those approved under the Common Seal)

Period: 21 June to 18 July 2022

Contracts

- . Transfer of Land under Section 58 *Land Titles Act 1980*
Land adjoining 12 Breheny Place, West Ulverstone
Certificate of Title 24214 Folio 245
Central Coast Council to Director of Housing

A handwritten signature in black ink that reads 'Sandra Ayton'.

Sandra Ayton
GENERAL MANAGER



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

Period: 21 June to 18 July 2022

- . A (non-compliant) petition from various ratepayers requesting a reduction of the speed limit in Wilmot Road, Forth
- . An email thanking members of Council for their contribution to a fundraiser for Ukraine
- . A letter from Penguin Lions Club seeking financial assistance in support of its 60th year celebration in December
- . An email from the Central Coast Chamber of Commerce and Industry seeking assistance in locating their *Business Wall of Fame* project.

A handwritten signature in black ink that reads 'Sandra Ayton'.

Sandra Ayton
GENERAL MANAGER



Central Coast Council

Conduct of Public Forums as part of the Council Elections Policy

July 2022

Table of Contents

<i>PURPOSE</i>	2
<i>MINUTE NO(S)</i>	2
<i>APPROVED</i>	2
<i>BACKGROUND</i>	2
<i>REVIEW</i>	3

PURPOSE

To further community interest in the local government democratic process of elections.

MINUTE NO(S)

151/2008 – 19.05.2008

APPROVED

“That the Council adopt the following policy in relation to the conduct of council elections:

Central Coast Council makes provision to fund a public forum prior to each local government election where every candidate is provided with an equal opportunity to present their election platform.

Furthermore, that the Council provide assistance with:

- . Venue.
- . Advertising.
- . Candidates are encouraged to attend the forum on the night. If they are unable to attend, they may provide a statement to be read aloud by the facilitator at the forum. Any such statement must be provided to the General Manager by 5:00pm the day of the forum.
- . The Council will live stream the public forum and will make it available on Council’s website for viewing after the forum.
- . Council will provide a light supper after the forum and allow time for members of the public to meet with candidates.”

BACKGROUND

The benefit of this policy is:

- . The opportunity for all candidates to be involved
- . Council taking a pro-active role in the interests of local democracy
- . Furthers the knowledge of the local government election system
- . Assist the process of public participation in local government.’...

REVIEW

This Policy will be reviewed every four years by the Council, unless organisational and legislative changes require more frequent modification/s.

SANDRA AYTON
GENERAL MANAGER

Date of approval: / /

Approved by:

.....

Central Coast Council

Election Caretaker Period Policy

July 2022

Table of Contents

<i>PURPOSE</i>	2
<i>SCOPE</i>	2
<i>PROCEDURE (POLICY DETAIL)</i>	2
<i>GUIDELINES</i>	3
<i>COMMUNICATION</i>	4
<i>STANDARDS (INCLUDING RELEVANT LEGISLATION)</i>	4
<i>RELEVANT LEGISLATION</i>	4
<i>RELATED POLICIES/DOCUMENTS</i>	4
<i>POLICY STATEMENT</i>	4
<i>DEFINITIONS OR EXEMPTIONS</i>	5
<i>REVIEW</i>	5

PURPOSE

1.1 The purpose of this policy is to ensure that:

- a) Major policy decisions are not made by Council in the leadup to an election that would prove binding for an incoming Council.
- b) Council resources are not used for the advantage of a candidate in a local government general election.
- c) The requirement to act impartially in relation to all candidates standing for election is clearly understood.

SCOPE

2.1 This policy applies to elected members and employees of the Central Coast Council for duration of the caretaker period for a local government general election.

2.2 This policy does not apply to:

2.2.1 Local government by-elections or

2.2.2 Any bodies created under Section 30 of the *Local Government Act 1993*.

PROCEDURE (POLICY DETAIL)

3.1 During the Caretaker Period the following provisions shall apply:

3.1.1 Tenure of General Manager – Council shall not appoint, dismiss or renew the contract of a General Manager during the Caretaker Period. An Acting General Manager may be appointed in accordance with Section 61B of the Local Government Act, if required.

3.1.2 Tenders and Contracts – no tender or contract shall be approved by Council for which the total sum exceeds 1% of the Council's revenue as proposed in the forward estimates for the financial year in which the election is to be held.

3.1.3 Planning Instruments – Council will not make, amend or repeal a local planning instrument under the Land Use Planning and Approvals Act 1993 (i.e. a planning scheme, a temporary local planning instrument or a planning scheme policy);

3.1.4 By-Laws – Council will not make a new By-Law during the Caretaker Period.

3.1.5 Policies – Council will not approve or renew any Council policies during the Caretaker Period.

3.1.6 Distribution of Electoral Material – no electoral material shall be permitted to be displayed or distributed on any Council owned or managed property.

3.1.7 Use of Council Equipment and Stationery – Council supplied equipment and Council branded material shall not be used by Councillors or staff in any manner that supports a candidate's election campaign. Councillors may continue to use Council equipment and branded material throughout the course of the Caretaker Period to carry out their regular functions as described in Section 28 of the Local Government Act.

3.1.8 Media – Councillors will not use their position as an elected representative, or their access to employees or resources, to gain media attention in support of their, or any other candidate's election campaign.

3.1.9 Council Committees and Groups – a Councillor shall not use their membership of a Council Advisory Committee or appointment as a member of an external group to disseminate information or promote their, or any other candidate's election campaign.

GUIDELINES

4.1 Nothing in this policy prevents the Mayor, Councillors and staff from carrying on the business of the Council during the caretaker period.

4.2 Council meetings shall continue to be held during the Caretaker Period and will consider Agenda items that relate to the ordinary business of Council other than those matters identified in Section 5 of this policy.

4.3 The General Manager may still exercise all delegations provided by Council during the Caretaker Period, including the appointment of staff.

4.4 Capital works as approved by Council as part of the annual budget process and subsequently approved by the awarding of a tender, can proceed during the Caretaker Period, regardless of their scale.

4.5 The Mayor and Councillors will continue to accept invitations to attend community functions and may continue to correspond with constituents on matters related to Council business during the Caretaker Period.

4.6 The Mayor shall be the spokesperson for Council in accordance with Section 27 of the Local Government Act and shall carry out the civic and ceremonial functions of the mayoral office during the Caretaker Period.

4.7 Individual Councillors may continue to represent the community and facilitate communication between Council and the community for the duration of the Caretaker Period. In fulfilling these duties during this period, Councillors may claim allowances and expenses as provided under Council Policy.

4.8 Council employees shall maintain the normal business activities of Council during the Caretaker Period. Employees shall undertake their duties in an appropriate way and take all steps to avoid any real or perceived support for a candidate in order to protect the organisation's ability to impartially serve any incoming Council following an election.

COMMUNICATION

5.1 This policy will be made available to all staff, Councillors and members of the public and shall be provided free of charge at the Administration Centre and on Council's website www.centralcoast.tas.gov.au.

STANDARDS (INCLUDING RELEVANT LEGISLATION)

This following legislation is relevant to this policy:

RELEVANT LEGISLATION

- . *Local Government Act 1993*
- . *Tasmanian Electoral Act 2004*
- . *Land Use Planning and Approvals Act 1993*

RELATED POLICIES/DOCUMENTS

- . Code of Conduct for Councillors
- . Code of Conduct for Employees

POLICY STATEMENT

6.1 Council is committed to the application of good governance principles and high standards of integrity.

6.2 It is an established democratic principle that elected bodies should not unnecessarily bind an incoming government during an election period. Council commits to the principle that it will make every endeavour to avoid making major policy decisions that bind an incoming Council.

6.3 This policy establishes clear guidelines for the conduct of Councillors and staff in the lead up to a local government general election involving the Central Coast Council and ensures that the ordinary business of Council continues in a responsible, transparent and legally compliant manner in the period leading up to an election.

DEFINITIONS OR EXEMPTIONS

“By-Election” is an election to replace a councillor after the councillor’s office becomes vacant.

“Candidate” is a person standing for election.

“Council” means the Central Coast Council.

“Caretaker Period” is the period from the notice of election through until the close of the polls of the relevant local government general election.

“Electoral Material” means any advertisement, handbill, pamphlet, notice, flyer, letter or article that is intended or calculated to affect the result of an election.

“Election Campaign” refers to the activities of candidates to win voter support in the period preceding an election and includes activities such as door knocking, bulk emails, production of signs and flyers, telephone canvassing, social media campaigns and advertising.

“Local Government Act” means the Tasmanian Local Government Act 1993.

“Major Policy Decision” refers to the appointment, remuneration or termination of the General Manager, approval of contracts greater than 1% of Council’s net revenue, adoption or renewal of policies, making, amending or repealing of planning schemes and establishment of By-Laws.

REVIEW

This Policy will be reviewed every three years by the Council, unless organisational and legislative changes require more frequent modification/s.

SANDRA AYTON
GENERAL MANAGER

Date of approval: / /

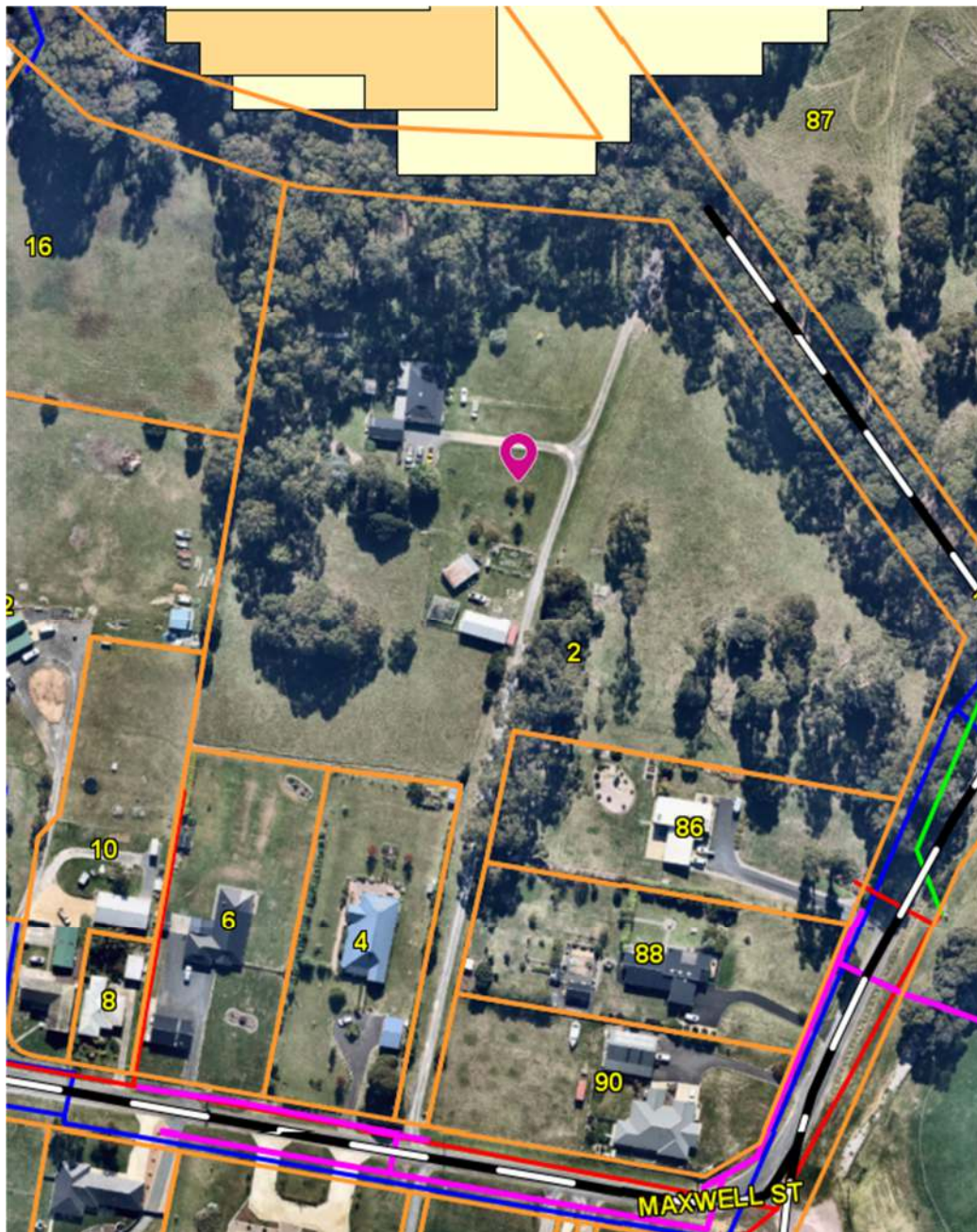
Approved by:

.....

Central Coast Council
List of Development Applications Determined
Period from: 1 June 2022 to 30 June 2022

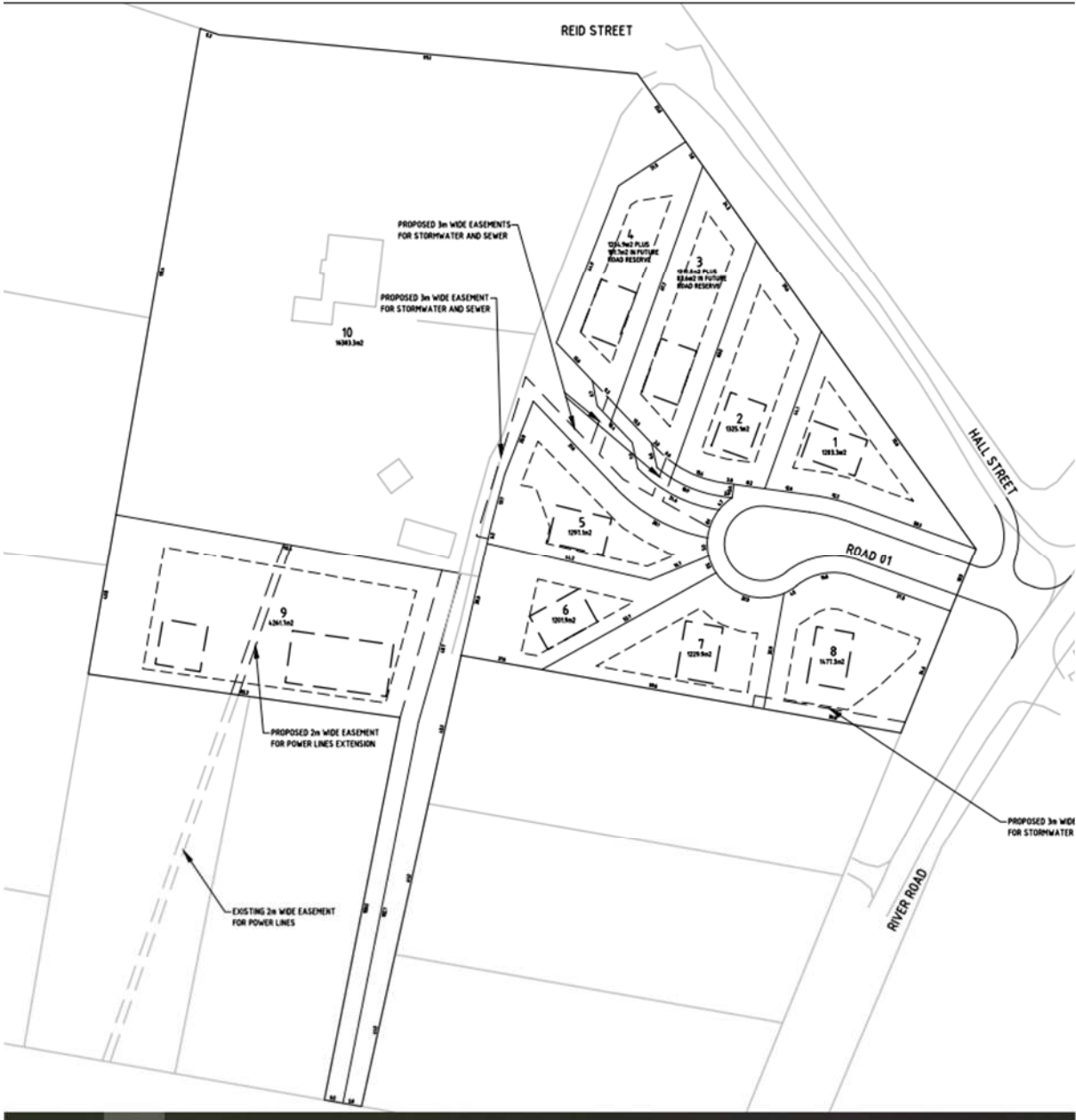
Application Number Display	Address	DA Type	Proposed use	Application Date	Decision Date	Day determined	Cost Of Works
DA2021059 - 1	11 Lillian Court TURNERS BEACH,TAS,7315	Minor amendment of a Permit.	Residential - dwelling and shed	26/05/2022	10/06/2022	10	\$0.00
DA2022023	41 Clayton Road ULVERSTONE,TAS,7315	Discretionary	Subdivision - reconfiguration of boundaries and Business and Professional Services – office	2/02/2022	29/06/2022	36	\$50,000.00
DA2022033	21 Southwood Avenue PENGUIN,TAS,7316	Discretionary	Residential - dwelling	9/02/2022	20/06/2022	29	\$420,000.00
DA2022078	35 River Avenue HEYBRIDGE,TAS,7316	Discretionary	Subdivision - 4 residential lots	28/03/2022	17/06/2022	15	\$30,000.00
DA2022089	517 Penguin Road PENGUIN,TAS,7316	Discretionary	Visitor Accommodation - 3 Holiday Cabins	6/04/2022	20/06/2022	69	\$480,000.00
DA2022100	63 Ironcliffe Road PENGUIN,TAS,7316	Discretionary	Subdivision - 2 residential lots	12/04/2022	10/06/2022	28	\$5,000.00
DA2022112	7 Kywong Crescent WEST ULVERSTONE,TAS,7315	Discretionary	Residential - 3 carports and retrospective application for second vehicle access	22/04/2022	24/06/2022	56	\$46,324.00
DA2022122	78 Gawler Road GAWLER,TAS,7315	Discretionary	Residential - shed	4/05/2022	10/06/2022	31	\$40,000.00
DA2022123	4 Dial Road PENGUIN,TAS,7316	Discretionary	Residential - dwelling additions, verandah, garage and carport	6/05/2022	24/06/2022	25	\$245,000.00
DA2022124	37 Lobster Creek Road WEST ULVERSTONE,TAS,7315	Discretionary	Residential - garage	6/05/2022	10/06/2022	32	\$0.00
DA2022133	2 Maxwell Street WEST ULVERSTONE,TAS,7315	Discretionary	Subdivision - 10 residential lots and retrospective application for a shed	16/05/2022	10/06/2022	24	\$100,000.00
DA2022143	250 Preservation Drive SULPHUR CREEK,TAS,7316	Permitted	Visitor Accommodation - Change of Use	23/05/2022	1/06/2022	5	\$0.00
DA2022154	159 West Pine Road PENGUIN,TAS,7316	Discretionary	Resource Development - agricultural shed with concrete slab floor on prime agricultural land	30/05/2022	28/06/2022	26	\$280,000.00
DA2022157	24 Thompsons Road FORTH,TAS,7310	Discretionary	Resource Development - agricultural shed with concrete slab floor on prime agricultural land	30/05/2022	28/06/2022	26	\$121,000.00
DA2022161	581 Penguin Road PENGUIN,TAS,7316	Permitted	Residential - dwelling extensions and alterations	6/06/2022	15/06/2022	4	\$250,000.00

Annexure 1



Aerial View – 2 Maxwell Street, West Ulverstone

Annexure 2



Subdivision layout – new road off River Road



Submission to Planning Authority Notice

Council Planning Permit No.	LPS2022002	Council notice date	30/05/2022
TasWater details			
TasWater Reference No.	TWDA 2022/00824-CC	Date of response	10/06/2022
TasWater Contact	Phil Papps	Phone No.	0474 931 272
Response issued to			
Council name	CENTRAL COAST COUNCIL		
Contact details	planning@centralcoast.tas.gov.au		
Development details			
Address	131 CUPRONA RD, HEYBRIDGE	Property ID (PID)	1999848
Description of development	Draft Amendment to Central Coast Local Provisions Schedule		
Schedule of drawings/documents			
Prepared by	Drawing/document No.	Revision No.	Date of Issue
CENTRAL COAST COUNCIL	Planning Report	--	March 2022
Conditions			
<p>Pursuant to the <i>Water and Sewerage Industry Act 2008</i> (TAS) Section 56S(2) TasWater makes the following submission(s):</p> <ol style="list-style-type: none"> 1. TasWater does not object and has no formal comments for the Tasmanian Planning Commission in relation to this matter and does not require to be notified of nor attend any subsequent hearings. 			
Advice			
<p>General</p> <p>For information on TasWater development standards, please visit https://www.taswater.com.au/building-and-development/technical-standards</p> <p>For application forms please visit https://www.taswater.com.au/building-and-development/development-application-form</p>			
Declaration			
The drawings/documents and conditions stated above constitute TasWater's Submission to Planning Authority Notice.			
TasWater Contact Details			
Phone	13 6992	Email	development@taswater.com.au
Mail	GPO Box 1393 Hobart TAS 7001	Web	www.taswater.com.au

Annexure 2



Tasmania Fire Service

Bushfire Risk Unit

File No: AD3703

General Manager
Central Coast Council
admin@centralcoast.tas.gov.au

Attn: Planning

Dear Sir/Madam,

DRAFT AMENDMENT LPS2022002 – REZONING OF 131 CUPRONA ROAD, HEYBRIDGE

I write on behalf of Tasmania Fire Service in relation to the abovementioned Draft Amendment that is currently on public exhibition.

Tasmania Fire Service has no in-principle objection to the Draft Amendment however we have an interest in ensuring that zone changes are compatible with minimum standards for bushfire protection. To this end, the purpose of this submission is to provide advice to support the planning authority's assessment.

The subject site is currently zoned Environmental Management and is subject to the Priority Vegetation Area Overlay and Bushfire-Prone Areas Overlay under the Tasmanian Planning Scheme.

The Draft Amendment seeks to rezone the subject site to Landscape Conservation. The rezoning would allow for a wider range of potential use and development, including the development of the site for residential purposes. The proposal does not appear to be supported by any analysis of the site's natural values, the likely impact of future development or the suitability of the site for future development.

Should the site be rezoned, future development would be subject to the Natural Assets Code. Clearance within a priority vegetation area would be discretionary under clause C7.6.2. The Performance Criteria P1.1 and P1.2 clearly seek to minimise disturbance as far as is practicable.

P1.2(c) refers to "*minimising impacts resulting from bushfire hazard management measures through siting and fire-resistant design of habitable buildings*". This may give the impression that impacts on priority vegetation could be minimised by resorting to more onerous construction standards. There are limits to this approach that should be noted.

State Headquarters Cnr Argyle and Melville Streets | GPO Box 1526 Hobart Tasmania 7001 | Phone (03) 6173 2740

Southern Region 1040 Cambridge Road, Cambridge Tasmania 7170 | Phone (03) 6166 5500

Northern Region 339 Hobart Road Youngtown Tasmania 7249 | Phone (03) 6777 3666 | Fax (03) 6345 5860

North West Region 15 Three Mile Line | PO Box 1015 Burnie Tasmania 7320 | Phone (03) 6477 7250 Fax (03) 6433 1551

www.fire.tas.gov.au



For building compliance purposes, the deemed-to-satisfy requirement for a hazard management area associated with a single dwelling on a pre-existing lot is that it provides separation to achieve a Bushfire Attack Level no higher than BAL-29. A reduced hazard management area would require the preparation of a performance solution. As natural values are not a relevant consideration within the context of the *Building Act 2016*, it is highly unlikely that such a performance solution would be viable for a new residential building.

Therefore, when considering the potential impacts associated with the rezoning, TFS recommends that the minimum clearance required for bushfire protection should be assumed to be that required for BAL-29. To minimise disturbance, a building on the site would need to be located on the lower parts of the property where the minimum required hazard management area would likely be in the order of 16m-19m around the building footprint (subject to future siting and assessment by an accredited bushfire practitioner).

Provided the disturbance that will likely be required for hazard management purposes is considered acceptable by the Central Coast Council and Tasmanian Planning Commission, Tasmania Fire Service has no objection to the rezoning proceeding.

If you would like to discuss this matter further, please contact me on 0438 101 367 or at tom.oconnor@fire.tas.gov.au.

Yours sincerely,



Tom O'Connor
SENIOR PLANNING & ASSESSMENT OFFICER

22 June 2022

Cc

CENTRAL COAST COUNCIL

Central Coast Council, Ulverstone
13 June 2022

Division

Rec'd 20 JUN 2022

File No

Doc. Id

Petition – Suggested speed limit – Wilmot Road, Forth

We would like to put forward a suggested speed limit along Wilmot Road from Forth up to Paloona Reserve Road junction.

As a resident of more than 30 years we have witnessed multiple accidents along the road and at least 8 times along our property boundaries (184 Wilmot Road), where vehicles ended up through our fence on our paddocks. The last 2 accidents happened within 5 days ie 27 April 2022 and 02 May 2022. Some accidents were limited to vehicle and property damage and some resulted in hospitalization of drivers.

It is only a matter of time and one of these accidents might result in a fatality.

Traffic has increased substantially over the years. That stretch of road (approx. 8 km) is quite narrow, windy and there is constant damage to the edge of the road by heavy vehicles.

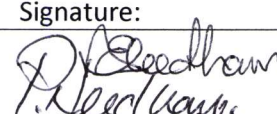
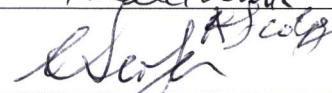
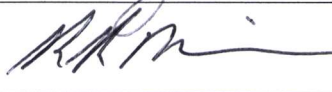
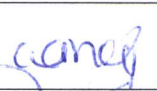
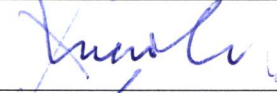
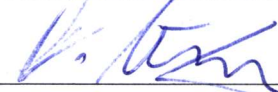
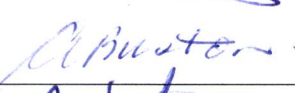
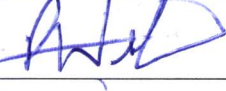

There are also quite a lot of driveways along this stretch of road and it can be dangerous to enter safely on to Wilmot Road.

We believe that reducing the speed limit from 100km to 80km will certainly reduce accidents.

Eckhard and Annette Kalka, 184 Wilmot Road, Forth
Phone: 03 6428 2018; Email: kalkafamily@bigpond.com.au



Supporting the petition:

Name:	Address:	Signature:
PETER + LIZ NEEDHAM	393 WILMOT ROAD	
CHRIS + KATHRYN SCOLYER	482 -- --	
RON MORRISON	345 WILMOT ROAD	
Wendy Emery	316 Wilmot Rd	
DAVID + CAROL KNOWLES	317 WILMOT RD FORTH	
Lars Moennig	410 Paloona Rd Paloona	
ANNETTE + BEICH Buxton	312 WILMOT RD FORTH 7310	
PETER WEBSTER	220 WILMOT RD FORTH	
THERESA LOUGHLIN	" " " "	

[illegible]



SCHEDULE OF STATUTORY DETERMINATIONS MADE UNDER DELEGATION

Period: 1 June 2022 to 30 June 2022

Building Permits – 2

. New dwellings	0	\$0
. Outbuildings	0	\$0
. Additions/Alterations	1	\$15,000
. Other	1	\$21,000
. Units	0	\$0

Demolition Permit – 0

Permit of Substantial Compliance – Building – 0

Notifiable Work – Building – 20

. New dwellings	7	\$2,533,000
. Outbuildings	4	\$2,680,000
. Additions/Alterations	3	\$40,000
. Other	5	\$68,045
. Units	1	\$600,000

Building Low Risk Work – 4

Certificate of Likely Compliance – Plumbing – 6

No Permit Required – Plumbing – 0

Food Business registrations (renewals) – 27

Food Business registrations – 1

Temporary Food Business registrations – 0

Public Health Risk Activity registrations – 2

SCHEDULE OF REGULATORY SERVICES DETERMINATIONS MADE UNDER DELEGATION

Period: 1 June 2022 to 30 June 2022

FIRE ABATEMENT INSPECTIONS COMPLETED – 0**FIRE ABATEMENT CHECKS ON NOTICES ISSUED – 0****ABATEMENT NOTICE/S ISSUED**

ADDRESS PROPERTY ID

Nil

KENNEL LICENCE/S ISSUED 1

ADDRESS OWNER

39 Mary Street, West Ulverstone Les Smith

DOG REGISTRATION FOR 2022–2023

Dogs Registration Renewals Paid 205

Kennel Licence Renewals Paid 42

Kennel Licence Inspections 14

PERMITS ISSUED UNDER ANIMAL CONTROL BY-LAW NO. 1 OF 2018

ADDRESS PERMIT ISSUED FOR

NIL

WANDERING LIVESTOCK COMPLAINTS – 3

SCHEDULE OF OTHER REGULATORY SERVICES STATUTORY RESPONSIBILITIES

Period: 1 June 2022 to 30 June 2022

DOGS IMPOUNDED

Claimed	3
Burnie Dogs Home	1
Devonport Dogs Home	0
RSPCA Spreyton	0
Destroyed	2
Held over	0

DOG OFFENCES

Dog Attacks on Other Dogs	1
Dog Attacks on Persons	1
Dog Attacks on Livestock	1
Barking Dog Complaints	7
Unregistered Dogs Found by Compliance	10

INFRINGEMENT NOTICES ISSUED FOR DOG OFFENCES 1**CAUTIONS ISSUED FOR DOGS OFF-LEAD IN ON-LEAD AREA**

Penguin Beaches	6
Turners Beach	1
Buttons Beach	0
Midway Beach	0

PATROLS OF FREE CAMPING AREAS – 15

Halls Point	9
Penguin Surf Life Saving Club	9
Forth Oval	10
Nicholson Point	6

Cautions Issued to Campers in Free Camping Areas 3**TRAFFIC INFRINGEMENT NOTICES FOR PARKING OFFENCES – 6**

Alexandra Road	0	0%
Bannons Car Park	0	0%
Coles/Furner's Car Park	0	0%
Crescent Street, Ulverstone	0	0%
Eastland Drive	0	0%
King Edward Street, Ulverstone	4	67%

Main Road, Penguin	0	0%
North Reibey Street Car Park	0	0%
Reibey Street	0	0%
Surf Club Road, Penguin	0	5%
Victoria Street	0	0%
Wharf Car Park	0	0%
Wongi Lane	0	0%
Other	2	33%

PARKING COMPLAINTS 7

ABANDONED CARS 1

PARKING PERMITS ISSUED 0

LITTER ENQUIRIES 2



Ian Stoneman
DIRECTOR CORPORATE SERVICES

**A SUMMARY OF RATES & FIRE SERVICE LEVIES
FOR THE PERIOD ENDED 30 JUNE 2022**

2020/2021			2021/2022		
	\$	%		\$	%
Rates paid in Advance	– 1,278,055.24	–7.86	– 1,421,958.22	–8.46	
Rates Receivable	186,549.33	1.15	156,569.91	0.93	
Rates Demanded	17,236,400.75	105.94	18,023,466.41	107.27	
Supplementary Rates	125,158.02	0.77	43,633.96	0.26	
	16,270,052.86	100.00	16,801,712.06	100.00	
Collected	15,869,528.94	97.54	16,459,797.78	97.97	
Add Pensioners – Government	919,672.69	5.65	997,258.67	5.94	
Pensioners – Council	36,890.00	0.23	36,855.00	0.22	
	16,826,091.63	103.42	17,493,911.45	104.12	
Discount Allowed	709,349.54	4.36	738,499.42	4.40	
Paid in advance	– 1,421,958.22	–8.74	– 1,580,982.35	–9.41	
Outstanding	156,569.91	0.96	150,283.54	0.89	
	16,270,052.86	100.00	16,801,712.06	100.00	

Andrea O'Rourke
ASSISTANT ACCOUNTANT
5-Jul-2022



Capital Works Program 2021/2022 (30 June 2022 snapshot)

(Schedule indicates site construction only)

ID	Status	Task Name	Budget	Jun '21	Jul '21	Aug '21	Sep '21	Oct '21	Nov '21	Dec '21	Jan '22	Feb '22	Mar '22	Apr '22	May '22	Jun '22	Jul '22
1		Central Coast Council	\$28,525,000														
2		General Management	\$13,940,500														
3		Strategic Projects	\$13,702,500														
4	●	Coastal pathway	\$6,522,000														
5	●	Penguin CBD redevelopment	\$300,000														◆
6	●	Penguin foreshore	\$3,103,000														
7	■	Purchase of strategic properties	\$500,000														◆
8	●	Beach Road, Ulverstone Shared Pathway (LRCI) - Phase 2	\$291,000														
9	●	Ulverstone Cultural Precinct	\$1,851,000														
10	●	Ulverstone Cultural Precinct - fit out	\$104,500														
11	●	Ulverstone Cultural Precinct - Science Centre, History Museum and dome	\$1,031,000														
12		Property Management	\$200,000														
13	■	East Ulverstone Industrial Estate - Stage 2	\$100,000														◆
14	■	Park Avenue - Penguin Depot	\$100,000														◆
17		Infrastructure Services	\$11,257,500														
25		Works Depot	\$127,000														
26	●	Ulverstone Depot - shed roof renewal	\$5,000														
27	●	Ulverstone Depot - painting program	\$5,000														
28	■	Ulverstone Depot - Master Plan	\$2,000														◆
29	●	Ulverstone Depot - roller door replacement	\$15,000														
30	■	Ulverstone Depot - security upgrade	\$10,000														
37		Emergency Services	\$15,000														
38	●	SES - building and equipment	\$15,000														
39		Roads - Urban Sealed	\$1,558,000														
40	●	Cluan Crescent - pavement and kerb replacement	\$200,000														
41	●	Coroneagh Street - rehabilitation	\$211,000														
42	●	Street resealing	\$285,000														
43	■	Trevor Street - kerb replacement	\$140,000														
44	■	Carpark Lane improvements - design	\$40,000														
45	■	Ironcliffe Road/Sunnyridge Avenue - intersection	\$85,000														
46	●	Kerb ramp improvements	\$20,000														
47	●	Kings Parade - Queen's Garden	\$21,000														
48	■	Railway crossings - upgrade	\$20,000	◆													
49	■	Safe cycling routes - urban roads	\$10,000														
50	●	Traffic management/safety improvements	\$10,000	◆													
51	●	South Road, Ulverstone - retaining wall	\$91,000														
52	●	Westella Drive - kerb and footpath	\$100,000														
55	●	Seaside Crescent, Penguin renewal	\$80,000														

Print Date: Fri 8/07/22

○ not started
 ● started
 ● completed
 ■ deferred
 — original schedule
 — revised schedule
 — % completed
 — time slippage (from/to)
 — split task
 ◆ 12 month task
 ◆ possible defer

Capital Works Program 2021/2022 (30 June 2022 snapshot)

(Schedule indicates site construction only)

ID	Status	Task Name	Budget	Jun '21	Jul '21	Aug '21	Sep '21	Oct '21	Nov '21	Dec '21	Jan '22	Feb '22	Mar '22	Apr '22	May '22	Jun '22	Jul '22
56		Roads - Rural Sealed	\$1,985,000														
57	■	Penguin Road - Lonah slip	\$50,000														◆
58	●	Raymond Road - landslip	\$10,000														◆
59	●	Road resealing	\$800,000														
60	●	Shoulder program	\$200,000														
61	●	Guidepost installation program	\$100,000														
62	■	Intersection improvements	\$40,000														
63	■	Kindred Road/Old Kindred Road - intersection	\$200,000														
64	●	Loongana Road - guardrail	\$90,000														
65	●	Nine Mile Road	\$140,000														
66	■	Pine Road/Copes Road - intersection	\$100,000														
67	●	Swamp Road - safety improvement	\$20,000														
68	●	Traffic management	\$5,000														
69	■	Westella Drive/Waverley Road - intersection	\$80,000														◆
73		Footpaths	\$1,776,500														
74	●	Walker Street, Ulverstone footpath renewal and upgrade	\$160,000														
75	●	James Street, Ulverstone footpath renewal and upgrade	\$30,000														
76	■	Queen Street - Bertha Street Crossing	\$40,000														
77	●	Victoria Street - Main Street Crossing	\$20,000														
78	●	Forth/Leith shared pathway	\$1,416,500														
79	●	Turners Beach (UDG) - boardwalk	\$100,000														
80	●	South Road, Penguin footpath	\$10,000														
81		Bridges	\$3,144,000														
82	●	Adams Creek - Stotts Road	\$300,000														
83	●	Gawler River - Preston Road	\$2,794,000														
84	■	Leven River Bridge - flags	\$20,000														
85	■	Leven River Bridge - delineation	\$30,000														
86		Car Parks	\$28,000														
87	●	Electric vehicle charging	\$18,000														
88	■	North Reibey Street - design	\$10,000														
89		Drainage	\$406,000														
90	●	Side entry pits and manhole lids	\$30,000														
91	●	Bertha Street - outfall	\$115,000														
92	●	Esplanade Turners Beach (OC Ling)	\$60,000														
93	●	Ironcliffe Road - contribution	\$15,000														
94	■	Mason Street	\$66,000														
95	●	Miscellaneous drainage	\$20,000														
96	■	Victoria Street - outfall	\$80,000														

Print Date: Fri 8/07/22

○ not started
 ● started
 ● completed
 ■ deferred
 — original schedule
 — revised schedule
 — % completed
 — time slippage (from/to)
 — split task
 ◀◆▶ 12 month task
 ◆ possible defer

Capital Works Program 2021/2022 (30 June 2022 snapshot)

(Schedule indicates site construction only)

ID	Status	Task Name	Budget	Jun '21	Jul '21	Aug '21	Sep '21	Oct '21	Nov '21	Dec '21	Jan '22	Feb '22	Mar '22	Apr '22	May '22	Jun '22	Jul '22
97		Buttons Creek - wetland investigation	\$20,000														
98		Household Garbage	\$414,000														
99		Resource Recovery Centre - wetlands/weighbridge	\$300,000														
100		Resource Recovery Centre - security upgrade	\$10,000														
101		Resource Recovery Centre - site development	\$15,000														
103		Penguin Refuse Disposal Site - site rehabilitation	\$47,000														
104		Resource Recovery Centre - signage	\$5,000														
105		Parks	\$1,330,000														
106		Beach access upgrades	\$40,000														
107		Beach Road - coastline expansion	\$10,000														
108		Fairway Park - Master Plan	\$20,000														
109		Hall Point - rehabilitation	\$2,000														
110		Hiscutt Park - bridge refurbishment	\$35,000														
111		Hiscutt Park - wall repair	\$40,000														
112		Industrial Estate - greenbelt	\$15,000														
113		Leven River Foreshore - Reid Street Reserve wildlife corridor	\$2,000														
114		Parks asset renewals	\$35,000														
115		Perry-Ling Gardens	\$40,000														
116		Playground renewals	\$30,000														
117		Shade sail program	\$15,000														
118		Ulverstone Skate Park	\$559,000														
119		Braddons Lookout - solar light/security camera	\$15,000														
120		Fishpond - coastal restoration	\$5,000														
121		Johnsons Beach - bbq and hut	\$50,000														
122		Lethborg Ave - boundary encroachment restoration	\$20,000														
123		Natural Resource Management Strategy - development	\$30,000														
127		Greening Central Coast Strategy	\$15,000														
128		Public Showers - State Govt grant	\$60,000														
129		Picnic Point Shared Pathway	\$37,000														
130		Tobruk Park Shared Pathway	\$13,000														
131		West Ulverstone Fish Cleaning Station - State Govt grant	\$10,000														
132		Cemeteries	\$109,000														
133		Cemetery renewals	\$6,000														
134		Memorial Park - ash garden	\$25,000														
135		Memorial Park - drainage	\$20,000														
136		Memorial Park - Master Plan	\$5,000														
137		Memorial Park - seating	\$5,000														
138		Memorial Park - tree planting program	\$10,000														

Print Date: Fri 8/07/22

not started
 started
 completed
 deferred
 original schedule
 revised schedule
 % completed
 time slippage (from/to)
 split task
 12 month task
 possible defer

Capital Works Program 2021/2022 (30 June 2022 snapshot)

(Schedule indicates site construction only)

ID	Status	Task Name	Budget	Jun '21	Jul '21	Aug '21	Sep '21	Oct '21	Nov '21	Dec '21	Jan '22	Feb '22	Mar '22	Apr '22	May '22	Jun '22	Jul '22
139		Memorial Park - watering system	\$10,000														
141		Public Amenities	\$50,000														
142		Drinking water stations	\$10,000														
143		Flagpole review	\$20,000														
144		Public toilets - refurbishments	\$20,000														
145		Corporate Services	\$551,000														
148		Administration Centre	\$74,000														
149		Administration Centre - carpet replacement	\$10,000														
150		Administration Centre - painting	\$10,000														
151		Administration Centre - heat pumps	\$7,000														
152		Administration Centre - lighting upgrades	\$5,000														
153		Administration Centre - switchboard and wiring upgrade	\$42,000														
154		Corporate Support Services	\$190,000														
155		Computer hardware and software	\$100,000														
156		CAMMS - Risk and Project software modules	\$30,000														
157		Microsoft Dynamics Finance module	\$60,000														
158		Caravan Parks	\$160,000														
159		Ulverstone Caravan Park - painting program	\$10,000														
160		Ulverstone Caravan Park - electrical upgrade - Stage 3	\$10,000														
161		Ulverstone Caravan Park - amenities	\$140,000														
167		Community Services	\$2,776,000														
168		Child Care	\$45,000														
169		Ulverstone Child Care - internal/external painting	\$15,000														
170		Ulverstone Child Care - guttering	\$15,000														
171		Ulverstone Child Care - installation of shade sail	\$10,000														
172		46 Main Road, Penguin - internal painting	\$5,000														
174		Cultural Activities	\$206,000														
175		Maskells Road Precinct - redevelopment	\$134,000														
176		Reibey Street - curation (fire pots etc.)	\$18,000														
177		Ulverstone Band - purchase instruments	\$54,000														
178		Housing	\$2,525,000														
179		Aged Persons Home Units - electrical replacements	\$20,000														
180		Aged Persons Home Units - external rehabilitation	\$63,000														
181		Aged Persons Home Units - fencing/surrounds	\$10,000														
182		Aged Persons Home Units - HWC renewal	\$20,000														
183		Aged Persons Home Units - internal rehabilitation	\$60,000														
184		Cultural Amenities	\$73,000														
185		Civic Centre - lock/entry control system	\$8,500														

Print Date: Fri 8/07/22

not started
 started
 completed
 deferred
 original schedule
 revised schedule
 % completed
 time slippage (from/to)
 split task
 12 month task
 possible defer

Capital Works Program 2021/2022 (30 June 2022 snapshot)

(Schedule indicates site construction only)

ID	Status	Task Name	Budget	Jun '21	Jul '21	Aug '21	Sep '21	Oct '21	Nov '21	Dec '21	Jan '22	Feb '22	Mar '22	Apr '22	May '22	Jun '22	Jul '22
186		Montgomery Room - lock/entry control system	\$1,500														
187		Wharf building - lock/entry control system	\$8,000														
188		Civic Centre – Gawler Room renovation	\$25,000														
189		Ulverstone Wharf Precinct - reclad southern end roof	\$30,000														
190		Public Halls and Buildings	\$633,000														
191		Forth Hall - external refurbishment	\$10,000														
192		Municipal Tea Rooms - Trade Waste compliance	\$15,000														
193		North Motton Hall - internal refurbishment	\$10,000														
194		Riana Community Centre - amenities refurbishment	\$558,000														
195		Ulverstone Surf Life Saving Club - balcony structure	\$5,000														
196		Penguin Surf Life Saving Club - amenities	\$20,000														
197		Riana Community Centre - security system	\$15,000														
198		Swimming Pool and Waterslide	\$47,000														
199		Waterslide - painting program	\$10,000														
200		Waterslide - surrounds	\$27,000														
201		Waterslide - treatment system upgrade	\$10,000														
202		Active Recreation	\$974,000														
203		Cricket wicket renewals program	\$10,000														
204		Heybridge Recreation Ground - electrical safety	\$30,000														
205		Penguin Athletic Track - line remarking	\$25,000														
206		Trade Waste compliance	\$10,000														
207		Haywoods Reserve - cricket wicket upgrade	\$17,000														
208		Penguin Chopping Arena - toilets and amenities	\$35,000														
209		Penguin Miniature Railway - track upgrade	\$23,000														
210		Recreation grounds - lighting upgrades	\$25,000														
211		Turners Beach Recreation Ground - changeroom upgrade	\$12,000														
212		Ulverstone Showground Precinct - changerooms and amenities	\$499,000														
213		Dial Park - changeroom seating	\$8,000														
214		Dial Park - cricket nets security gates	\$8,000														
215		Turners Beach Recreation Ground - seating	\$5,000														
218		Recreation Centres	\$587,000														
219		Penguin Sports Centre - window replacement and external refurbishmen	\$35,000														
220		Ulverstone Sports & Leisure Centre - electronic backboard winches	\$85,000														
221		Ulverstone Sports & Leisure Centre - community rooms	\$457,000														
222		Penguin Sports Centre - seating and stair compliance	\$10,000														
223		Arts, Culture and Visitor Services	\$38,000														
224		Penguin Visitor Centre - new reception/joinery	\$38,000														

Print Date: Fri 8/07/22

not started
 started
 completed
 deferred
 original schedule
 revised schedule
 % completed
 time slippage (from/to)
 split task
 12 month task
 possible defer

CENTRAL COAST COUNCIL
ANIMAL CONTROL BY-LAW
BY-LAW 1 of 2018
BY-LAW MADE UNDER SECTION 145
OF THE *LOCAL GOVERNMENT ACT 1993*
FOR THE PURPOSE OF
REGULATING AND CONTROLLING ANIMALS WITHIN RESIDENTIAL AREAS

PART 1 - PRELIMINARY

Short Title

- 1 This by-law may be cited as the Animal Control By-law.

Interpretation

- 2 In this by-law:

"the Act" means the *Local Government Act 1993*;

"animal" means an animal referred to in section 3 of the *Animal Welfare Act 1993*;

"approved" means things which are the subject of conditions (if any) under a permit granted by the Council;

"authorised officer" means a Compliance Officer, an Environmental Health Officer or an employee of the Council as authorised for all purposes by the General Manager under this by-law;

"caged bird" means a domesticated bird adapted to being housed or kept in a cage or aviary, not including poultry;

"Council" means the Central Coast Council;

"General Manager" means the General Manager of the Council appointed pursuant to section 61 of the Act;

"owner" includes the occupier or other person having the control and management of any land or premises;

"penalty unit" means a penalty unit under the *Penalty Units and other Penalties Act 1987*;

"person" means an individual, corporation, business or any other legal entity;

"poultry" includes birds including ducks, geese, guinea fowl, peacocks, pheasants, hens and roosters;

"prescribed district" means the area defined in clause 3;

"night box" means a darkened enclosure used to house a rooster during night hours.

Application – Prescribed District

- 3 This by-law applies to the areas in the municipal area of Central Coast Council which are zoned General Residential and Low Density Residential under the Tasmanian Planning Scheme - Central Coast.
- 4 This by-law will apply from [insert date].

PART 2 - CONTROL OF ANIMALS

Division 1 - Keeping Animals

Prohibition on keeping certain animals in the prescribed areas

- 5 A person must not have or keep, on a temporary or permanent basis, any of the following in the prescribed district without a permit:
 - (a) farm animals including horses, cattle, other farm animals or livestock, such as but not limited to:
 - (i) sheep,
 - (ii) goats,
 - (iii) pigs,
 - (iv) donkeys,
 - (iv) roosters;
 - (b) bees, subject to clause 16;
 - (c) poultry, subject to clauses 11 and 12;
 - (d) caged birds, subject to clause 13.

Penalty: 1 penalty unit

- 6 The General Manager may issue a permit to keep animals including pigs, horses or other livestock, roosters, bees, caged birds and poultry upon such terms and conditions as the General Manager may determine and which licence will be personal to the licence holder for as long as that person remains the owner or occupier of the land for which the permit applies to.
- 7 An application for a permit is to be accompanied by the appropriate fee as determined by the Council.
- 8 The permit fee will be paid once at the application time.

- 9 A permit fee is personal to the licence holder, will be as set as part of Council's annual Fees and Charges.
- 10 A person must comply with the terms and conditions of any permit issued and failure to do so and may be a basis for revocation of the permit at the absolute discretion of the General Manager.

Penalty: 1 penalty unit

Keeping of caged birds and poultry

- 11 Up to 6 adult standard hens, 10 adult bantam hens, or 8 adult mixed size hens can be kept by any person without the requirement of holding a permit.
- 12 The keeping of chickens under the age of 6 months is exempt from the need to apply for a permit.
- 13 Up to 20 caged birds can be kept without the requirement of a permit.
- 14 A permit is required for the keeping of additional hens and caged birds above the number in clauses 11 and 13.
- 15 A permit is required for the keeping of any rooster above the age of 6 months within the prescribed district at any time. A permit may include a condition that roosters be kept in night boxes.

Keeping of beehives

- 16 A person may keep a maximum of 2 beehives without a permit.

Penalty: 1 penalty unit

- 17 The keeping of bees whether under a permit or not must be in accordance with the Code of Practice for Urban Beekeeping in Tasmania.
- 18 A person must not keep bees within 15 metres of a street or road and 15 metres of any dwelling.

Penalty: 1 penalty unit

- 19 A person must not keep bees within 4 metres of a property boundary.

Penalty: 1 penalty unit

Maintenance of premises used by animals

- 20 The occupier of any premises where an animal as described in clause 5, is kept must:
 - (a) keep any structures, buildings, enclosures or areas which the animal has access to clean and sanitary; and

- (b) dispose of bedding or floor covering, or waste food or store until disposed in a waterproof and tightly covered container; and
- (c) keep manure in a waterproof and/or tightly covered container when requested to do so by an authorised officer; and
- (d) not permit any build-up of manure such that there is any nuisance or run-off into rivers, drains or stormwater; and
- (e) empty any container used for keeping used bedding or floor covering, waste food, or manure regularly and keep the container hygienic; and
- (f) not allow the animal to cause any nuisance through smell, noise, rodents, flies or drainage; and
- (g) take all necessary steps to abate any nuisance that may arise as a result of keeping of the animal; and
- (h) maintain fencing or other structures, buildings or enclosures housing the animal to an adequate standard, as may be determined by an authorised officer, so as to prevent the escape of the animal onto a highway or another person's property.

Penalty: 1 penalty unit

Proper location of animals

- 21 The owner or person in charge of an animal must ensure that it does not:
- (a) enter or remain on any property, without the consent of the owner or occupier of the property; or
 - (b) enter any public land unless there is a sign displayed on that land authorising the entry of that kind of animal.

Penalty: 1 penalty unit

- 22 The owner or person in charge of a farm animal must ensure that the farm animal is confined to:
- (a) the owner's property; or
 - (b) a property on which the owner or occupier has consented that the farm animal maybe kept.

Penalty: 1 penalty unit

- 23 Clause 22 does not apply when the farm animal is on a road and is under the effective control of the owner or another competent person.
- 24 Any animal found straying or at large on any highway or on any land under the control of the Council shall be dealt with in accordance with Part 12, Division 5 of the *Local Government Act 1993*.

Animal nuisance

- 25 The owner or person in charge of an animal must ensure it does not foul another person's property without that other person's consent.

Penalty: 1 penalty unit

- 26 The owner or person in charge of an animal that fouls any public land or road must immediately clean up and dispose of the deposit in a lawful manner.

Penalty: 1 penalty unit

- 27 The owner or person in charge of an animal must ensure it does not attack any person, or any other animal.

Penalty: 2 penalty units

- 28 An owner or occupier of premises must ensure that a nuisance is not created by an animal on those premises, or by the manner in which it is kept.

Penalty: 1 penalty unit

- 29 The General Manager, if satisfied that a nuisance is caused, or contributed to, by the number or type of animals kept on any premises, may serve a notice under this by-law, instructing the reduction in specified animal numbers and/or type of animals being kept.

- 30 The owner or occupier of premises must ensure that the carcass of any animal on those premises is suitably disposed of within a reasonable time after which the carcass has been discovered.

Penalty: 1 penalty unit

- 31 For clause 30 suitable disposal means:

- (a) disposal at an authorised local government waste management site; or
- (b) subject to any other relevant legislation complete cremation of the entire carcass;
or
- (c) burial of the entire carcass in accordance with the following conditions:
 - (i) the top of the carcass must not be within 600mm of the surface of the ground; and
 - (ii) the carcass must be covered with lime to a depth no less than 50mm; and
 - (iii) burial must not be within 100 metres of any watercourse or building, or subject to any overflow from any watercourse; and
 - (iv) the grave must be protected from scavenging animals.

Penalty: 1 penalty unit

Refusal of application to keep animals

- 32 The General Manager may refuse an application for a permit to keep an animal where the General Manager is of the opinion that:
- (a) the premises to which the application relates are not fit for the purpose proposed in the application; or
 - (b) it is in the public interest to refuse the application.

Division 2 - Seizure, Detention and Impounding of Animals

Seizure, detention and impounding animals

- 33 An authorised officer may:
- (a) in accordance with section 194 of the *Local Government Act 1993*, seize, detain and impound any animal found straying or at large; and
 - (b) seize, detain and impound an animal where the authorised officer believes an offence has been committed under Part 2 of this by-law.

Notice of impounding

- 34 If an animal has not been claimed by its owner or a person on behalf of the owner within 48 hours of it being impounded, the General Manager is to give notice to the owner of the animal in accordance with section 195 of the *Local Government Act 1993*.
- 35 If the owner of an impounded animal cannot be ascertained or found, the General Manager is to publish notice of the impounding of the animal in accordance with section 195 of the *Local Government Act 1993*.

Fees, costs and charges

- 36 The owner of an impounded animal must pay any fees, costs and charges in respect of the impounding, maintenance and treatment of the animal, as notified by the General Manager.
- 37 The General Manager may detain an impounded animal until any fees, costs and charges specified in a notice are paid.

Sale or destruction of animals

- 38 The General Manager may:
- (a) sell, give away free of charge or destroy any impounded animal, in accordance with section 197 of the *Local Government Act 1993*, if:
 - (i) no one has claimed the animal within 14 days of impounding; or
 - (ii) any fees, costs and charges specified by notice have not been paid within the time specified in that notice; and

- (b) arrange for an impounded animal to be destroyed, in accordance with section 198 of the *Local Government Act 1993*, if, in the opinion of a qualified veterinary surgeon, the animal is:
 - (i) seriously diseased; or
 - (ii) so injured or disabled as to be apparently in continual pain.

Interference with animals in pounds

39 A person must not:

- (a) remove or interfere with any animal seized under this Division; or
- (b) destroy or damage any structure, enclosure or pound in which animals seized under this Division are detained.

Penalty: 5 penalty units

40 An authorised officer may:

- (a) seize an animal that is illegally removed from a pound or other place; and
- (b) further hold and detain the animal until the fees and costs arising from its detention and retrieval are paid.

Division 3 - Powers of Entry

Entering private premises

41 An authorised officer may enter and remain in or on any private premises to determine:

- (a) the number of animals on those premises; and
- (b) whether or not any animal on those premises is authorised under a permit, licence or other authority; and
- (c) any other matter relating to any permit, licence or authority, or any application for a permit, licence or written authority.

42 An authorised officer may require the occupier of the premises to produce for inspection by the authorised officer on the premises:

- (a) all animals of which the occupier is the owner; and
- (b) any other animals kept on those premises; and
- (c) evidence of authorisation to keep those animals on those premises.

Entering land

- 43 An authorised officer who has reason to believe that the owner or person in charge of an animal has committed an offence under this by-law may:
- (a) enter onto land owned or occupied by that person; or
 - (b) search for and seize any animal on that land.

PART 3 - PERMITS AND LICENCES

- 44 Any application for a licence or permit pursuant to this by-law is to be in accordance with the relevant form in the Schedule 1.
- 45 Permits issued under this by-law are in the form as appearing in the Schedule 2 to this by-law.
- 46 The holder of a licence issued pursuant to this Division must comply with the terms and conditions thereof.
- 47 The licence will be issued pursuant to this by-law subject to such conditions as the General Manager may consider necessary.

PART 4 - INFRINGEMENT NOTICES AND EXPENSES

Infringement notices

- 48 In this clause - "specified offence" means an offence against the clause specified in Column 1 of Schedule 3.
- 49 An infringement notice may be issued in respect of a specified offence and the monetary penalty set out adjacent to the offence in Column 3 of Schedule 3 is the penalty payable under the infringement notice for that offence.
- 50 An authorised officer may:
- (a) issue an infringement notice to a person who the authorised officer has reason to believe is guilty of a specified offence; and
 - (b) issue one infringement notice in respect of more than one specified offence.
- 51 The *Monetary Penalties Enforcement Act 2005* applies to an infringement notice issued under this by-law.

Recovery of costs

- 52 Any expense incurred by the Council as a result of a person's contravention or failure to comply with a provision of this by-law is recoverable by the Council as a debt due to it from the person failing to comply or contravening the by-law.

SCHEDULE

1. APPLICATIONS

APPLICATION FOR PERMIT TO KEEP HORSE, PIG, LIVESTOCK, BEES OR POULTRY

Full name of Applicant

Full residential address of Applicant:

.....

.....

Animal/animals to be kept

.....

Full details and address of where animal/animals is to be kept (e.g. sty, stable, open paddock)

.....

.....

.....

Dated this day of 20

I have read the Council By-law relevant to this application and agree to abide by the conditions therein.

.....

Applicant Signature

Note: The application fee is a one-off fee and not an annual payment.

2. PERMITS

PERMIT TO KEEP A HORSE, PIG, LIVESTOCK, BEES OR POULTRY

Full name of permit holder

.....

Full residential address of permit holder

.....

.....

This is to certify that the permit holder is permitted to keep the following animal/animals

.....

.....

At

.....

.....

Dated this day of 20

.....

GENERAL MANAGER

This permit is valid only for the number of animals named above.

Should a nuisance be reported in relation to the keeping of the said animals then this permit may be revoked at the discretion of the General Manager or permit conditions may be varied.

3 INFRINGEMENT NOTICE OFFENCES

Column 1 CLAUSE	Column 2 GENERAL DESCRIPTION OF OFFENCE	Column 3 PENALTY (Penalty units)
5	Prohibition on keeping certain animals in the prescribed areas	1
10	Non-compliance with permit	1
16	Keeping of more than 2 hives	1
18	Keeping bees too close to roads or buildings	1
19	Keeping bees too close to property boundary	1
20	Lack of maintenance of premises used by animals	1
21	Animals wandering from premises	1
22	Farm animals wandering from premises	1
25	Animal fouling another person's property	1
26	Failure to clean up after animal fouls on public land or road	1
27	Animal attacking person or other animal	2
28	Animal creating a nuisance	1
30	Removal of carcass of deceased animal	1
39	Interference with impounded animals	5

Certified that the provisions of the By-law are in accordance with the law by

.....

Glynn Williams

Barrister and Solicitor

Dated this day of 2022

At

Certified that the By-law is made in accordance with the *Local Government Act 1993* by

.....

Sandra Ayton

General Manager

Dated this day of 2022

At Ulverstone

The Common Seal of the CENTRAL COAST
COUNCIL, Tasmania has been hereunto affixed
pursuant to delegated power for and on behalf of the
CENTRAL COAST COUNCIL in the presence of:

Signature

Sandra Ayton

General Manager

Witness Signature

Witness Full Name

Witness Full Address

.....