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**Minutes of an ordinary meeting of the Central Coast Council held in the Council Chamber at the Administration Centre, 19 King Edward Street, Ulverstone on Monday, 17 July 2023 commencing at 6.00pm.**

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#### **Councillors attendance**

Cr Cheryl Fuller (Mayor)  
Cr Garry Carpenter  
Cr Michael Smith  
Cr Kate Wylie

Cr John Beswick (Deputy Mayor)  
Cr Casey Hiscutt  
Cr Philip Viney

#### **Councillor apologies**

Cr Amanda Diprose  
Cr Sophie Lehmann

#### **Employees attendance**

General Manager (Mr Barry Omundson)  
Director Community Services (Mr Daryl Connelly)  
Director Corporate Services (Mrs Samantha Searle)  
Director Infrastructure Services (Mr Paul Breaden)  
Executive Services Officer (Mr Ian Brunt)

#### **Media attendance**

The media was not represented.

#### **Public attendance**

Two members of the public attended during the course of the meeting.

#### **Digital recording of Council meetings**

At the commencement of the meeting, the Mayor notified those present that the meeting will be digitally recorded and made publicly available through the Council's website.

Digital recordings will be conducted in accordance with Regulation 33 of the *Local Government (Meeting Procedures) Regulations 2015* and the Council's Digital Recording Policy (109/2022 – 20.04.2022).

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### **Acknowledgement of Country**

The Central Coast Council acknowledges and pays respect to the traditional owners of lutrawita (Tasmania), the palawa/pakana people.

We acknowledge the Punnilerpanner tribe of this Northern Country, and in doing so, we celebrate one of the world's oldest continuing cultures.

### **Statement of Values**

Guided by the diverse beliefs, experiences and backgrounds of the people we represent, we strive to make inspired and respectful decisions today that will build a better tomorrow.

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## CONFIRMATION OF MINUTES OF THE COUNCIL

### 197/2023 Confirmation of minutes

The Executive Services Officer reported as follows:

“The minutes of the ordinary meeting of the Council held on 19 June 2023 have already been circulated. The minutes are required to be confirmed for their accuracy.

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

■ Cr Viney moved and Cr Hiscutt seconded, “That the minutes of the ordinary meeting of the Council held on 19 June 2023 be confirmed.”

Carried unanimously

## COUNCIL WORKSHOPS

### 198/2023 Council workshops

The Executive Services Officer reported as follows:

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

- . 21 June 2023 – Future of Local Government Review;
- . 26 June 2023 – Support our Loongana Valley Environment (SOLVE) group; Reibey Street design brief; Social Media Policy;
- . 3 July 2023 – Fairway Park and Wharf Masterplan; Arts & Culture Strategy, Cultural Collections Policy and Public Art Policy; and
- . 10 July 2023 – Gavin Pearce MP attendance; Future of Local Government Review; Quarterly Report.

This information is provided for the purpose of record only.”

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

Carried unanimously

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## MAYOR'S COMMUNICATIONS

### 199/2023 Mayor's communications

The Mayor welcomed the new General Manager, Barry Omundson and noted that an all of staff meeting will be held on 20 July 2023, to allow the General Manager to make introductions with staff.

### 200/2023 Mayor's diary

The Mayor reported as follows:

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

- . Community Conversation with the Sprent, Abbotsham, Spalford, Nietta and Castra Communities;
- . West North West Tourism Function;
- . Future of Local Government Review Mayoral Engagement Workshop;
- . Meeting with Launceston City Council re Homelessness Strategy;
- . Chamber of Commerce and Industry Wall of Fame Unveiling;
- . Turners Beach Bowls Club Board Meeting;
- . Annual Ulverstone RSL Luncheon;
- . TasWater General Meeting;
- . Cradle Coast Community Catchment Engagement Session;
- . Opening of Due South Community Wellness and Reconnection Centre;
- . Ulverstone Municipal Band Annual General Meeting;
- . LGAT Annual General Meeting and General Meeting;
- . Ulverstone Ladies Probus 35<sup>th</sup> Birthday Luncheon;
- . Penguin Makeover Community Annual General Meeting;
- . Penguin Community Op Shop Annual General Meeting;
- . Lions Club of Penguin Change Over Luncheon;
- . Penguin History Group Meeting;
- . Cradle Coast Authority Board Workshop;
- . Ulverstone Fire Brigade Dinner; and
- . Welcome event for Maverick Films – Penguin; and
- . Attendance at GRIT – Tasmanian Spirit on Screen.”

Deputy Mayor Beswick reported as follows:

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

- . West Ulverstone Football Club Beyond Blue evening.”



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Cr Wylie reported as follows:

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

- . Ulverstone Red Cross Christmas in July function; and
- . North West Thunder MVP end of season function.”

■ Cr Hiscutt moved and Cr Wylie seconded, “That the Mayor’s, Deputy Mayor’s and Councillor’s reports be received.”

Carried unanimously

## **201/2023      Declarations of interest**

The Mayor reported as follows:

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

The Executive Services Officer reported as follows:

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

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

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

No interests were declared at this time.

## **COUNCILLOR REPORTS**

### **202/2023      Councillor reports**

The Executive Services Officer reported as follows:

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

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

Cr Hiscutt reported on the Slipstream Circus and acknowledged the attendance of their President at the meeting.

Cr Smith reported on his attendance at the Annual General Meeting of the Ulverstone Municipal Band and noted the continued success of the Band.

Cr Beswick reported on the Central Coast Community Shed Management Committee and acknowledged the great work of Robert Mackenzie, who recently stepped down as President of the Committee.

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

##### **203/2023      Leave of absence**

The Executive Services Officer reported as follows:

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

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

There are no applications for consideration at this meeting.”

#### **DEPUTATIONS**

##### **204/2023      Deputations**

The Executive Services Officer reported as follows:

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

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## PETITIONS

### 205/2023      Petitions

The Executive Services Officer reported as follows:

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

## COUNCILLORS' QUESTIONS

### 206/2023      Councillors' questions without notice

The Executive Services Officer reported as follows:

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

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

- (a) of the chairperson; or
- (b) through the chairperson, of –
  - (i) another councillor; or
  - (ii) the general manager.

(2) In putting a question without notice at a meeting, a councillor must not –

- (a) offer an argument or opinion; or
- (b) draw any inferences or make any imputations –

except so far as may be necessary to explain the question.

(3) The chairperson of a meeting must not permit any debate of a question without notice or its answer.

(4) The chairperson, councillor or general manager who is asked a question without notice at a meeting may decline to answer the question.

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

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

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

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

No questions were asked at this time.

## **207/2023 Councillors' questions on notice**

The Executive Services Officer reported as follows:

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

- '30 (1) A councillor, at least 7 days before an ordinary council meeting or a council committee meeting, may give written notice to the general

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manager of a question in respect of which the councillor seeks an answer at that meeting.

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

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

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

No questions on notice have been received.”

## **PUBLIC QUESTION TIME**

### **208/2023      Public question time**

The Mayor reported as follows:

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

Public question time will be conducted in accordance with the *Local Government (Meeting Procedures) Regulations 2015* and the supporting procedures adopted by the Council in its Meeting Procedures – Public question time (Minute No. 133/2014). Some of these procedures include:

- . No more than two questions may be asked by a member of the public.
- . The meeting procedures do not allow for statements or debate, only questions.
- . A questioner is to identify themselves before asking a question and direct their question/s to the Chairperson, who may invite another Councillor or Council employee to respond.
- . To assist with the accurate recording of the minutes, a form has been provided for the questioner to record their question/s, name and contact details.
- . If an item on the agenda has not been dealt with prior to public question time, questions about that item will not be taken for the reason that a response could compromise the Council’s subsequent consideration of that item.

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- . If it is not possible for an answer to be provided to a question at the meeting, then a written answer will be provided subsequent to the meeting.
  - . The Chairperson may refuse to accept a question. If the Chairperson refuses to accept a question, the Chairperson is to give reason for doing so.
  - . Protection of parliamentary privilege does not apply to local government and any statements in the Council Chambers, or any document produced, are subject to the laws of defamation.
  - . Public questions and their responses at the meeting will be recorded in the minutes, and via digital recording, which will be publicly available.”

#### **209/2023     Public questions taken on notice**

The Executive Services Officer reported as follows:

“At the 19 June 2023 Ordinary Council Meeting, Ms Adriana Gibson and Mr Darryl Barker asked a total of two public questions that were taken on notice. The responses to these public questions are provided below.

In person – Adriana Gibson – Ulverstone

Question 1 –

“Will the Central Coast Council consider beautifying the surrounds of the newly installed waste disposal bins with a view to developing a partnership with the Ulverstone Secondary College?

This could be a project for students who have a flair for colour and design as an assessment and/or as a community project; and the designs could also acknowledge our Indigenous community.”

Response –

The Council will consider this idea as part of its investigations into designs for the upgrade of Reibey Street during 2023–24.

In person – Darryl Barker – Penguin

Question 1 –

“Congratulations on building the electric barbeque at Johnsons Beach – that will be nine years since we started trying to get it. I’d like to know why the

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barbeque was constructed in the way it was – the floor does not suit the building, and last time I checked, it was two-thirds underwater and is not level.

I rang the Council over a week ago, and they said they would send someone to look at it, but I have not heard anything back yet.”

Response –

The ponding issue was not observed until after the concrete was poured and will be rectified at the earliest convenience.”

- Cr Viney moved and Cr Smith seconded, “That the responses to the public questions taken on notice at the 19 June 2023 ordinary Council meeting from Ms Adriana Gibson and Mr Darryl Barker be received.”

Carried unanimously

**DEPARTMENTAL BUSINESS**

**GENERAL MANAGEMENT**

**210/2023 Minutes and notes of committees of the Council and other organisations**

The General Manager reported as follows:

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

- . Central Coast Council Audit Panel (unconfirmed) – meeting held 5 June 2023.

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

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

Carried unanimously

**211/2023 Quarterly Performance Report – Annual Plan 2022–2023**

The former General Manager, Sandra Ayton reported as follows:

*“PURPOSE*

The purpose of this report is to present the Quarterly Performance Report – June 2023 for the progress of the Council’s Annual Plan 2022–2023. A copy of the Quarterly Performance Report – June 2023 is appended.

*BACKGROUND*

The Council’s Annual Plan 2022–2023 and Budget Estimates were adopted by the Council at its meeting on Monday, 20 June 2022 in accordance with the requirements of the *Local Government Act 1993*.

*DISCUSSION*

The Quarterly Performance Report – June 2023 provides an update on the progress of strategic actions included in the Council’s Annual Plan 2022–2023. Actions are listed by department, with comments provided on the progress achieved in relation to



projected timeframes for the 2022–2023 financial year – including an estimated percentage completed against the targets set.

Highlights of actions completed during the fourth quarter of 2022–2023 include:

- . *Undertake a comprehensive review of the Arts and Culture Strategy, including creative arts –*

Following review of the Council's previous Strategy, the Manager Arts and Culture has developed a suite of new plans, that includes the Arts and Culture Strategy, the Cultural Collections Policy, and the Public Art Policy. Having been finalised, they are recommended for approval at the 17 July 2023 Council meeting.

- . *Develop a range of activities, seating, and signage to encourage greater use of walking routes and pathways –*

Council's focus has been on new coastal pathway links, with interpretive signage and additional seating being implemented through the Council assets team.

Ongoing support has been provided to community-led walking groups and active recreation along pathways, including the Million Paws Walk, Ulverstone Walking Group and the Man Walk.

- . *Host a youth-led event that encourages student aspiration and improves their understanding of available career pathways –*

Youth Leaders have developed an event plan for a student led event in September/October 2023. A youth voice survey is in circulation to identify key themes for young people in the Central Coast area, and information gathered will also assist in the development of an updated Central Coast Youth Strategy.

- . *Partner with No. 34 Aboriginal Health Service to deliver a joint NAIDOC Week event –*

A NAIDOC Week event was arranged for 7 July 2023, at the Council's Administration Centre. The event will include local community members sharing positive and inclusive Tasmanian creation storytelling, an ochre experience and tasting of traditional local foods.

- . *Liaise with local indigenous Australian community groups to develop an understanding of areas of cultural significance –*

A firestick previously presented to Council as part of 2022 NAIDOC Week was installed in the Council Chamber and unveiled on 2 June 2023, along with detailed interpretation of local indigenous history.

- . *Complete the Showground Master Plan to include the Ulverstone Sport and Leisure Centre –*

Following extensive review and consultation, the Ulverstone Sport and Leisure Centre and Showgrounds Master Plan 2023 is recommended to be received by Council at its 17 July 2023 meeting.

- . *Develop web content and brochure to help people with disabilities to identify the most convenient and accessible facilities, carparks, and recreation areas –*

Following a review of the national public toilet map, content was developed for Council's website to indicate which open spaces and car parks are disability friendly. Community facilities and venues brochures have also been updated with accessibility information.

- . *Undertake fraud training to supplement review of our management practices–*

Fraud training sessions for staff across all departments of Council were conducted over May 2023.

- . *Improve recreational amenities and play equipment in the Council's key foreshore parks –*

A comprehensive annual inspection was completed and recommended actions arising from the inspection have been planned.

- . *Develop a Natural Resource Management Plan which includes identification of at-risk vegetation communities including riparian areas –*

The Natural Resource Management Plan was adopted by the Council at its 19 June 2023 Council meeting. A Biodiversity Index is being applied across Council managed and leased land to confirm appropriate sites for inclusion in the Natural Resource Management Plan.

- . *Conduct a flood study of Penguin Creek*

Work on the flood study included catchment determination, preliminary calculations on flow volumes, site inspection, and data collection and hydraulic modelling. A flood damage assessment and economic cost implications of the

mitigation options were also included. The study will be used to support future funding applications for the mitigation options. The final report was received 27 April 2023.

. *Develop a Master Plan for the Lobster Creek Resource Recovery Centre –*

Part of the master planning process for the Resource Recovery Centre (RRC) was to ensure compliance with the reporting requirements brought about by the introduction of the waste levy. The Waste Levy Compliance Plan for the RRC has been completed. A master plan for the site has been developed and will be presented at a Councillor Workshop in July 2023.

*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.

*CONCLUSION*

It is recommended that the Council receive the Quarterly Performance Report – June 2023.”

The Executive Services Officer reported as follows:

“A copy of the Quarterly Performance Report – June 2023 has been circulated to Councillors.”

- Cr Beswick moved and Cr Viney seconded, “That the Council receive the Quarterly Performance Report – June 2023 (a copy being appended to and forming part of the minutes).”

Carried unanimously

**212/2023      Deputations Policy (167/2005 – 20.06.2005)**

The former General Manager, Sandra Ayton reported as follows:

“The Executive Services Officer has prepared the following report:

*‘PURPOSE*

The purpose of this report is to recommend adoption of the Deputations Policy (the Policy) dated July 2023. A copy of the Policy is appended to this report.

*BACKGROUND*

The Council adopted its deputations policy position, as a resolution, at its 20 June 2005 Council meeting (Minute No. 167/2005). The resolution set conditions to be imposed on deputations to a meeting of the Council or a Council Committee, in accordance with the *Local Government (Meeting Procedures) Regulations 2015* (the Regulations).

Regulation 38 provides as follows:

- “(1)    The chairperson of a meeting, including a closed meeting, may invite a person –
  - (a)    to address the meeting; and
  - (b)    to make statements or deliver reports to a meeting.
- (2)    An invitation under sub regulation (1) may be subject –
  - (a)    in the case of a council meeting, to any condition the council may impose; or
  - (b)    in the case of council committee meeting, to any condition the council, or the council committee, may impose.”

*DISCUSSION*

It is appropriate for operational purposes and fairness in decision making that the Council set conditions to be imposed on deputations.

Following review, these conditions are now presented in Council’s standard policy format, to improve clarity and record keeping.

No changes have been made to the conditions, shown in their previous format below:

*"The following conditions are proposed:*

- 1 Any person who intends to comprise a deputation to the Council or a Council committee is to make a written request to the chairperson setting out:*
  - (a) the likely members of the delegation; and*
  - (b) the nature of the matter or matters intended to be placed before the Council or Council committee.*
- 2 The chairperson and the General Manager are to decide whether or not the deputation is to be received.*
- 3 If the chairperson and General Manager decide that the deputation is to be received, the General Manager is to note the item on the appropriate agenda.*
- 4 Unless the Council or Council committee decides otherwise, the recommendation, request or other matter placed before the Council or Council committee by the deputation is not to be considered:*
  - (a) until the deputation has withdrawn; and*
  - (b) unless qualified advice has been provided under section 65 of the Local Government Act 1993.*
- 5 A deputation:*
  - (a) is not to exceed three persons; and*
  - (b) is not to be permitted to continue in attendance on the Council or Council committee for a longer period than 20 minutes."*

*CONSULTATION*

Consultation was not required on this matter.

*RESOURCE, FINANCIAL AND RISK IMPACTS*

Attendance of deputations at meetings has minimal financial and operational impact.

*CORPORATE COMPLIANCE*

The Regulations provide the basis on which deputations may be invited to meetings. The Regulations also provide the opportunity to impose conditions on deputations.

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.

*CONCLUSION*

It is recommended that the Deputations Policy dated July 2023 be adopted.'

The report is supported."

The Executive Services Officer reported as follows:

"A copy of the Deputations Policy dated July 2023 has been circulated to all Councillors."

■ Cr Wylie moved and Cr Hiscutt seconded, "That the Deputations Policy dated July 2023 (a copy being appended to and forming part of the minutes) be adopted."

Carried unanimously

**213/2023      Annual reporting – statement of remuneration paid to employees designated as key management personnel (209/2005 – 18.07.2005)**

The former General Manager, Sandra Ayton reported as follows:

"The Executive Services Officer has prepared the following report:

*'PURPOSE*

To establish the positions designated by the Council as being key management personnel for the purpose of reporting annual remuneration paid, in accordance with the *Local Government Act 1993*.

*BACKGROUND*

The *Local Government Act 1993* (the Act) stipulates requirements for Council Annual Reports. This includes a statement relating to the total remuneration paid to Council employees who are key management personnel.

Section 72 of the Act provides:

"s.72(1)        A council must prepare an annual report containing all of the following:

...

s.72(1)(cd)    a statement in accordance with subsection (4) relating to the total annual remuneration paid to employees of the council who are key management personnel, within the meaning of the Compiled Accounting Standard AASB 124, as amended or substituted from time to time, issued by the Australian Accounting Standards Board under the Australian Securities and Investments Commission Act 2001 of the Commonwealth;

...

s.72(4)        A statement under subsection (1)(cd) is to list the number of employees in groups according to the total annual remuneration as specified in subsection (5) where each group has a maximum of \$20 000 between the highest and lowest total annual remuneration.

s.72(5)        The total annual remuneration of an employee means the total of the following for the financial year:

- (a)     the salary payable to the employee;
- (b)     the amount of employer contribution to the employee's superannuation;

- (c) the value of the use of any motor vehicle provided to the employee;
- (d) the value of any other allowances or benefits paid or payable to, or provided for the benefit of, the employee."

*DISCUSSION*

The Council's previous resolution designating 'senior positions' for annual reporting purposes at its 18 July 2005 Council meeting requires updating due to a change in one Director title and in accordance with changes to section 72(1)(cd) of the Act.

Following the restructure of the organisation, the previous title of 'Director Organisational Services' is now 'Director Corporate Services' – this will be reflected in the new designations.

The requirement in the Act to report on 'senior positions' has been replaced with 'key management personnel', which the Act describes as: '...within the meaning of the Compiled Accounting Standard AASB 124, as amended or substituted from time to time, issued by the Australian Accounting Standards Board under the Australian Securities and Investments Commission Act 2001 of the Commonwealth.'

The following guidance on identifying key management personnel is taken from the Department of Treasury and Finance Victoria's advice for annual reporting:

*"Compiled Accounting Standard AASB 124 defines Key Management Personnel (KMP) as those persons having the authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly – those charged with decision making responsibilities.*

*The number of KMPs identified will be affected by an entity's governance structure and how it makes decisions.*

*Generally, the expectation is that KMP of a department would include members of the Executive Board and/or Senior Executive Group as they are the governing body responsible for the delivery of the department's services and are accountable for:*

- *the strategic direction and leadership of the department as a whole;*



- *management of the department as a whole;*
- *monitoring and evaluation of the department's activities; and*
- *compliance and stakeholder management.*

*Judgement should be applied when determining whether there are any other senior executives that have the authority and responsibility for planning, directing and controlling the activities of the department as a whole.*

*For executives or senior managers that have been delegated the operational authority for a discrete function of the entity, they will not be considered as KMP for the purposes of AASB 124."*

It is considered that the key management personnel positions at the Central Coast Council are those of the General Manager and Directors.

#### *CONSULTATION*

This is a governance matter for which consultation is not relevant.

#### *RESOURCE, FINANCIAL AND RISK IMPACTS*

This minor amendment to designated positions for reporting purposes has 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
- Effective communication and engagement.

#### *CONCLUSION*

It is recommended that the following be designated as 'key management personnel' for the purpose of section 72(1)(cd) of the *Local Government Act 1993*:

- General Manager;
- Director Community Services;
- Director Corporate Services; and
- Director Infrastructure Services.'

The report is supported.”

■ Cr Beswick moved and Cr Wylie seconded, “That the Council designate the following positions as ‘key management personnel’ for the purpose of section 72(1)(cd) of the *Local Government Act 1993*:

- . General Manager;
- . Director Community Services;
- . Director Corporate Services; and
- . Director Infrastructure Services.”

Carried unanimously

#### **214/2023      Gifts and Donations Policy (17/2019 – 29.01.2019)**

The former General Manager, Sandra Ayton reported as follows:

##### *“PURPOSE*

The purpose of this report is to recommend adoption of the revised Gifts and Donations Policy (the Policy) which provides guidance to Council officials relating to the acceptance and reporting of gifts and donations. A copy of the Policy is appended to this report.

##### *BACKGROUND*

The *Local Government Act 1993* Part 5A – Gifts and Donations, requires councils to keep a register of gifts and donations received by councillors. The *Local Government (General) Regulations 2015* Part 3A – Gifts and Donations, provide details of what gifts and donations need to be reported.

The Council’s current Gifts and Donations Policy was last reviewed and adopted at its 29 January 2019 Council meeting (Minute No. 17/2019).

##### *DISCUSSION*

The Policy provides guidance in relation to the offer and receipt of gifts and donations to any Council official including the Mayor, Councillors, Council staff (including staff engaged through an employment agency), Council committee members and volunteers.

The Policy outlines obligations and responsibilities relating to Council officials accepting and reporting gifts and donations, in line with the *Local Government Act 1993* and *Local Government (General) Regulations 2015*; and Protects Council

officials from being compromised and assists them in making appropriate judgements in relation to gifts and donations. The Policy also seeks to minimise any public perception of bias.

Following the review of the Policy, no substantive changes have been made.

The following paragraph has been added to provide clarity on the reporting of gifts and donations for local government election candidates:

*“Candidates for a local government election who are not sitting candidates are not required to disclose gifts or donations received during the election period. Only sitting councillors are required to disclose gifts or donations during their term and during an election period.”*

A number of small amendments have been made to review dates, definitions and references to Council policies and state legislation.

#### *CONSULTATION*

Consultation was not required for this report; however, the policies of other councils and the Department of Premier and Cabinet’s Local Government Division were referred to as part of the review process.

#### *RESOURCE, FINANCIAL AND RISK IMPACTS*

The implementation of this Policy will have no impact on the resources of the Council. Failure to implement the Policy would have risk implications relating to compliance. Failure to disclose gifts or donations of the modest value and above would be in direct contravention of the Policy, the Code of Conduct of Councillors, Employee Code of Conduct, the *Local Government (General) Regulations 2015* and *Local Government Act 1993*.

#### *CORPORATE COMPLIANCE*

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

##### Council Sustainability and Governance

- . Improve corporate governance
- . Improve the Council’s financial capacity to sustainably meet community expectations
- . Effective communication and engagement.

*CONCLUSION*

It is recommended that the Gifts and Donations Policy dated July 2023 be adopted.”

The Executive Services Officer reported as follows:

“A copy of the Gifts and Donations Policy dated July 2023 has been circulated to all Councillors.”

■ Cr Smith moved and Cr Hiscutt seconded, “That the Gifts and Donations Policy dated July 2023 (a copy being appended to and forming part of the minutes) be adopted.”

Carried unanimously

**215/2023      Cradle Coast Waste Management Group – 2023–2024 Annual Plan and Budget Report**

The Executive Services Officer reported as follows:

*“PURPOSE*

A report has been prepared by the Cradle Coast Waste Management Group (CCWMG) for consideration at member Councils’ July 2023 Council meetings.

The content of the CCWMG 2023–2024 Annual Plan & Budget Report is presented below, adapted to the Council’s standard report format.

*BACKGROUND*

The CCWMG was formed in 2007 to improve waste management from a regional perspective, providing efficiencies and economies of scale and provide specialty waste reduction services in the North–West off Tasmania. CCWMG currently represents seven northwest Tasmanian municipal councils. These are Burnie City, Central Coast, Circular Head, Devonport City, Latrobe, Kentish and Waratah–Wynyard Councils.

Over the last year the group has been working with King Island and West Coast Council on a range of matters and these two Councils are expected to become formal members in the 2023–2024 year.

Each year the group prepares an Annual Plan and Budget to identify the projects and focus for the coming year. The development of this work is underpinned by the Cradle Coast Waste Management Group Strategic Plan 2022–23 – 2027–28, together with the individual waste strategies of the member Councils and an understanding of the state and national expectations.

*DISCUSSION*

*Achievements for 2022-23 –*

The 2022-23 year has been a busy one for the CCWMG and the Councils in the region. Those Councils with sites handling more than 10,000 tonnes of materials commenced collecting and reporting on the state waste levy. This did not impact on Central Coast waste transfer facilities. The Resource Recovery Centre at Lobster Creek Road has commenced reporting on tonnes collected of various waste streams.

Other projects and actions delivered were:

- a) Continued operation of the Rethink Waste website and co-ordination of the program across multiple social media platforms; together with preparation of a strategic plan for the ongoing operation of the service. Strategic planning work included the WRRB to add greater integration into the messaging and focus.
- b) Delivery of the education program in primary schools across the region:
  - . NW Christian School
  - . Romaine Primary School
  - . Cooee Primary School
  - . Table Cape Primary School
  - . Andrews Creek Primary School
  - . Hillcrest Primary School
  - . Somerset Primary School
  - . Yolla Primary School
  - . Ridgley Primary School
- c) Development of a secondary school program, participation in Science Teacher extension conference and support for the statewide Youth Climate Leaders program.
- d) Attendance and education at Agfest 2022 and Living Lightly Festival October 2022 as well as presentations to a number of community groups.
- e) Ongoing work toward the implementation of kerbside FOGO collection and processing contracts and new recycling collection and processing contracts to 2037.
- f) Audit of the Waste Transfer Stations and purchase of items needed to increase safety for operators and site users.

- g) Support of those sites using the Mandalay Point of Sale system and preparing reports to NRE on state levy collected for Level 1 sites from 1 July 2022.
- h) Reporting on progress with the Annual Plan and Budget for the CCWMG for 2022–23.
- i) Regional procurement to extend the range of problematic materials collected at WTS across the region and upgrading of the collection system to best practice infrastructure.
- j) Report to the CCWMG members on the alignment between the CCWMG Strategic Plan and the draft Tasmanian Waste Strategy.
- k) Administration, governance and financial management of the operations of the CCWMG.
- l) Collection of hazardous household chemicals by specialist contractors – table of materials collected below.

*Household Hazardous Collection Event outcomes –*

Collection Dates and Times				
WTS / RRC	Date	Time	No of customers	KG collected
Sheffield	03 November	9am – 12pm	6	184kg
Wynyard	03 November	1 pm – 4pm	4 (plus earlier drop off)	439kg
Whitehills	10 November	10am – 3pm	7	266kg
Spreyton	17 November	9am – 12pm	10	563kg
Ulverstone	17 November	1 pm – 4pm	8	465kg
Port Sorrell	24 November	10am – 12pm	8	264kg
Burnie	24 November	1 pm – 4pm	12	997kg

*Projects for 2023/24 –*

Projects for delivery in 2023–24 adopted by the Cradle Coast Waste Management Group are:

Waste Education and Awareness		
Ref #	Action	Action Summary
1.01	Recycling bin assessments	Residential recycling bin assessments and contamination education across the region with reporting.
1.02	Recycling Education Schools Program	Rethink Waste Schools Program for educating students in recycling habits across the region.
1.03	Recycling Education Public Events	Promote good recycling habits at public events across the region.
1.04	Statewide Rethink Waste Education & Promotion	Statewide waste education & communications, including Rethink Website.
1.05	FOGO Education & Marketing	FOGO education and communications in preparation for FOGO roll out.
1.06	FOGO Regional Rollout	Budget allocation for the program rollout. Funds will be allocated between marketing and Council support services.
1.07	Regional Services Marketing	Support Regional programs with regional – specific marketing campaigns.
Waste Industry Improvements		
2.01	Illegal Dumping Funding	Funding available for Councils to apply for signage, cameras, clean-ups, and other initiatives to reduce illegal dumping.
2.02	Regional WTS & RRC Improvements	Funding for Councils to implement recommended actions detailed in the Best Practice Guidelines review, or other relevant initiatives that improve the safety, performance or environmental impact of WTS / RRC.
2.03	WTS Staff Training	Allocation for training transfer station staff – may include changes to safety regulations, State levy requirements or new diversion initiatives being rolled out.
2.04	Customer Service Centre Management	Service call centre to be brought online early to enable smooth transition with current to new recycling contract.

Waste Diversion Programs		
3.01 -6	Recycling problem materials: <ul style="list-style-type: none"> <li>Household Battery</li> <li>Fluoro Tube &amp; Globe</li> <li>E-Waste</li> <li>Paint</li> <li>X-ray Film</li> <li>Mobile Phone</li> </ul>	Free household collection of various materials at transfer stations and/or Council offices.
3.07	Kerbside Recycling and FOGO Collection Contract	Management of Kerbside recycling and FOGO contract.
3.08	Green Waste Mulch Contract	Management of Green waste contract.
3.09	Concrete Crushing Contract	Tender creation and management of concrete crushing contract.
3.09	Household Hazardous Waste	Host yearly collection events of household hazardous waste chemicals.
3.09	Tyre Subsidy	CCWMG to reimburse \$2/tyre for Councils who recycle tyres through Tyrecycle Tasmania. Additional allocation to support special site clean-ups and illegal dumping collection costs.
Governance and Program Delivery		
4.01	CCWMG Annual Report	Publication of Annual Report costs
4.02	Mandalay Shared Service for WTS	Overhead Tenancy cost for POS software
4.03	Waste Governance	Implementation of Waste Governance changes as approved by CCWMG.
4.04 -6	CCWS Administration, Project Management and state reporting	<ul style="list-style-type: none"> <li>CCWMG executive, administrative, financial and communication support</li> <li>Waste Levy funding management</li> <li>Regional Waste Data collection and Reporting</li> <li>Financial Administration, Budget preparation and Reporting requirements</li> <li>Deliver CCWMG Projects and ongoing services</li> <li>Procurement and technical support</li> <li>Grant Administration fees</li> </ul>



Since the introduction of the waste levy the group has also been working with the state Waste and Resource Recovery Board to identify additional actions in the draft Tasmanian Waste Strategy that the groups can deliver on behalf of the state using their established networks and capacity. This additional work is proposed in return for additional funding from the levy collected.

It is anticipated that there will be a better understanding of the prospects for such work in late 2023 to early 2024.

*Policy Considerations –*

The CCWMG's strategic vision is to:

*"Deliver a sustainable community in the Cradle Coast region of Tasmania by implementing strategies which minimise waste through increases in waste diversion and recovery."*

CCWMG prepares a five-yearly Strategic Plan which details projects and strategies for improvements in resource recovery and waste reduction for member councils and the region's residents and businesses. This Annual Plan and Budget (AP&B) marks the second year of the CCWMG 2022–23 – 2027–28 Strategic Plan Actions.

The objectives of the CCWMG Strategic Plan 2023–2028 are:

1. By 2028, establish regionally consistent practices for waste management in all member council areas for consistent waste contracts, services and best practice principles;
2. By 2028, target 60% MSW resource recovery;
3. By 2028, target <10% contamination rate in kerbside recycling bins (based on annual kerbside recycling auditing); and
4. By 2028, phase out priority single-use plastics.

The implementation of the regional FOGO collection service across the North-West from mid-2024 will be instrumental in reducing the amount of materials bound for landfill and achieving the 2028 target of 60% of municipal waste being recovered and reused.

Projections based on such services implemented elsewhere in the country indicate that at least 17,363 tonnes of household waste currently going to landfill will be composted through the new green bin.

This will lift the current resource recovery rate from 31% in 2022 to between 57 and 65% putting the region on track to reach its goal of 60% diversion from the municipal waste stream, and exceeding the state goal of reducing the amount of organic waste sent to landfill by 25% by 2020.

Additional growth in the rate of recycling collection through the yellow bins is also expected as the FOGO education and marketing material will include information on the best use of the 3-bin system. Most councils are also moving to fortnightly waste collection to offset the additional collection costs and this will provide a practical incentive to use the correct bin when sorting to maximise bin space.

Opportunities for the newest member Councils, King Island and West Coast to increase recycling and manage FOGO wastes are also under investigation separately. These communities face relatively unique challenges, compared to the rest of the region. But options do exist and there is a design and education piece of work to be done to find the best fit solutions.

The new organics facility at Railton will also support the reduction in waste to landfill by commercial food makers and venues in the coming years as well as support recycling of construction materials made of organic elements (ie timber, gyprock and similar components).

### *CONSULTATION*

The member Councils, staff and General Managers, together with community groups have been instrumental in making the CCWVG the most mature and stable in the state. The commitment to the voluntary levy and the capacity to work together has driven much of the changes in the last 15 years.

Supporting easy access for the community on how to reduce waste and increase recovery has been part of the school and community education programs, as well as various involvement with major events and the development of the Rethink Waste website.

### *RESOURCE, FINANCIAL AND RISK IMPACTS*

#### *Financial Considerations –*

Until 2022–23, the CCWVG was funded by a voluntary levy for waste collected at the regions three landfills; Dulverton (DWM), Port Latta and Lobster Creek. During the 2021–22 FY this levy was charged at a rate of \$5.50 per Tonne and was scheduled to increase by \$0.50 per year for the next ten years.

On 1 July 2022, the Tasmanian State Government initiated a State Landfill Levy of \$20.00 per Tonne, which superseded the regional voluntary levy collection method as ongoing funding for all regional groups was promised from the State. This levy will increase to \$60.00 per Tonne over four years.

The Landfill Levy is managed by the Waste and Resource Recovery Board (WRRB), which is developing a clear path for supporting Statewide infrastructure and circular economy projects.

WRRB funding is delivered through a three-year grant linked to average tonnages over the previous three years at an income of \$7.50 per tonne and increased by CPI each year. This creates a smoothing function for significant landfill changes, such as the introduction of a Food Organics and Garden Organics (FOGO) service. CPI increases are announced in February each year.

The 2022–23 funding amount has been included in the Grant Deed as a base minimum for future years to maintain a baseline in case of tonnage reductions. The 2023–24 rate is \$7.85 and calculated at 88,024 tonnes. The CCWMG grant income for 2023–24 is \$690,990.

The group also has retained earnings from previous years, where projects were underspent, delayed or additional was received. This funding is expected to be drawn down over the coming 3 years to support the region with engagement, education and marketing around the new FOGO service as well as support popular programs such as the Hazardous Waste Collection, that reduces the risks and safely manages disposal of unwanted chemicals in households and agricultural settings.

#### *Risk Management –*

The rates of waste generation per person, together with the costs for disposal and the requirements to manage the environmental and social impacts have become increasingly demanding for many communities to manage. At a regional level, joint contracts provide the ability to increase market competition, when compared to individual Council purchasing. Also for some Councils in the region, staff may not have specialist knowledge or have an already full workload, limiting their ability to source the best outcomes.

It has recently been seen by a number of member Councils that complaints about noise and dust have been reduced as the new green waste shredding contract specified a slow speed shredder to process the materials collected at Waste Transfer Stations. This new approach means that there is better consistency in the quality of the materials shredded as well as the reduction in engine noise that houses near these facilities are exposed to.

The list of programs for the coming year also seek to increase the skills of staff at the transfer stations, separate potentially hazardous materials collected at these sites and provide a custom made community program to remove dangerous stored chemicals from garages, sheds and homes across the region.

In the last 12 months work has also been undertaken through CCWMG to improve safety of operations at each of the transfer station sites as signage, resources and other layout improvements have been assessed and implemented.

#### *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
- . Strengthen local–regional connections.

The Plan also complies with the Cradle Coast Regional Waste Management Strategy 2017–2022.

#### *CONCLUSION*

It is recommended that the Council receive the CCWMG 2023–2024 Annual Plan & Budget Report and note the ongoing work of the CCWMG.

- Cr Beswick moved and Cr Wylie seconded, “That the Council receive the Cradle Coast Waste Management Group 2023–2024 Annual Plan & Budget Report.”

Carried unanimously

### **216/2023      Common seal**

The General Manager reported as follows:

“A Schedule of Documents for Affixing of the Common Seal for the period 20 June 2023 to 17 July 2023 is submitted for the authority of the Council to be given. Use of the common seal must first be authorised by a resolution of the Council.

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

The Executive Services Officer reported as follows:

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

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

Carried unanimously

## **217/2023      Contracts and agreements**

The General Manager reported as follows:

“A Schedule of Contracts and Agreements (other than those approved under the common seal) entered into for the period 20 June 2023 to 17 July 2023 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reported as follows:

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

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

Carried unanimously

## **218/2023      Correspondence addressed to the Mayor and Councillors**

The General Manager reported as follows:

“A Schedule of Correspondence addressed to the Mayor and Councillors for the period 20 June 2023 to 17 July 2023 and which was addressed to the ‘Mayor and Councillors’ is appended. Reporting of this correspondence is required in accordance with Council policy.

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

The Executive Services Officer reported as follows:

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

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

Carried unanimously

## COMMUNITY SERVICES

**219/2023      Ulverstone Sport and Leisure Centre and Showgrounds Master Plan 2023**

The Director Community Services reported as follows:

*"PURPOSE*

The purpose of this report is to recommend that Council receive the Ulverstone Sport and Leisure Centre and Showgrounds Master Plan 2023 (the Plan). A copy of the Plan is appended to this report.

*BACKGROUND*

The Ulverstone Showground Precinct is one of the most important sport and leisure spaces within the municipality, with a total site of 6.1 ha incorporating 3ha of sporting arena, 15 buildings, and hosting a wide range of indoor and outdoor sporting organisations and community groups. In September 2019, Inspiring Place was engaged by the Council to prepare a master plan for the Ulverstone Showground. The consultants identified:

*'...that the focus of the project has been on the external environment of the site. As the project progressed, it quickly became apparent that the investigation of the layout and use of the Sport and Leisure Centre was in need of further consideration by specialists with experience in the development and management of leisure centres.'*

Subsequently, Council's 2021–2022 Annual Plan contained an action to 'Update the showground master plan to include the Ulverstone Sport and Leisure Centre'. @Leisure Planners (the Consultants) was engaged to complete the work.

*DISCUSSION**What is a master plan? –*

A master plan is a blueprint for the future development, an agreed direction about the best way to develop a site or a facility, based on the current demand and condition of facilities. A master plan is not intended to be a commitment to fund development projects in the short term. The intent is to be able to direct a complete package of improvements over time and develop components of that plan as and when funds become available. If and when funding becomes available, projects will undergo detailed design before construction.

*Vision and objectives –*

The Consultants produced a draft Plan in March 2022. The work was guided by the following vision for the precinct:

*‘An integrated precinct of functional space for indoor and outdoor sports and events that are: code compliant, encourage sporting, social and physical participation by people of all ages and abilities, and are sustainable and cost-effective to maintain. Facilities should be fit for purpose for their use but designed to ensure they can serve a wide range of activities and respond to changes in demand.’*

The Plan proposes a number of changes to the Sport and Leisure Centre and Showgrounds, based on the following objectives:

- . Create a main entry which has a ‘street address’, access to/integration of a new space for circus/judo and increase capacity for entry mingling, reception, hall of fame and canteen.
- . Provide an integrated leisure centre with a suite of functional space for sports with one entry and support facilities.
- . Provide a functional upstairs social space with access to toilets, commercial kitchen, and views into existing courts.
- . Minimise the impact of the building extension on the green space, show and outdoor sport use.
- . Increase the functionality of storage, gym, wayfinding, and support facilities.
- . Increase the capacity of the building for basketball and other indoor sports.
- . Minimise the obstruction of views across the precinct by a large building across the south.
- . Minimise the impact of a new building from flooding and maintain access to the boat ramp.
- . Provide public shared courts in conjunction with the use of the indoor courts, for social play and training.
- . Provide compliant, full sized playing fields.



- . Ensure these main playing fields are overlooked by a code compliant and gender equitable pavilion from the north/west and provided with designated car park areas to serve each user group across the site.
- . Provide a layout that suits summer and winter codes and promotes sharing of support facilities and playing fields.
- . Utilise and increase the usability/consolidation of existing buildings. Provide car parking that addresses the requirements of sports and community buildings but minimises the impact of car parking on the green space.
- . Remove the conflict where users have to cross a vehicle access from the pavilion to the playing field.
- . Provide toilets for public use.
- . Ensure all facilities are welcoming to, include and are physically accessible to people of all ages, abilities, and identities.

*Relocating Slipstream Circus and Judo –*

Providing new spaces for Slipstream Circus and judo, not only addresses the future needs of those particular users, but significantly improves the overall function of the Sports and Leisure Centre.

The centre is currently not able to accommodate all of the activities requested by interested sports and leisure groups and participants in the two available stadia. Reversion of stadium 3 as a multi-sport space increases the overall court availability by 50%, allowing:

- . Improved scheduling of existing activities to manage and reduce overlapping demand.
- . Expansion of existing rosters and increased use requested by existing user groups.
- . Introduction of new sports and activities requested by potential user groups.
- . Ability to host larger sporting tournaments and carnivals, as a 3-stadium complex.
- . Improved ability to host non-sporting events and exhibitions without impact on indoor sporting users.

Existing activities upon the two available stadia include:

- . Basketball – UBA representative team training; NWBL roster matches.
- . Tasmanian Junior Basketball League roster matches; Northwest Thunder training and home matches. BTas high performance squad training; BTas state team camps.
- . Netball – state league training and home matches.
- . Badminton – local social roster.
- . ParaQuad wheelchair sports.
- . Local schools for a variety of indoor sports.
- . Pickleball –social roster.

Additional activities made possible by the availability of stadium 3 would benefit a range of social and competitive sports user groups, including:

- . Basketball – introduction of local junior and senior/social rosters by UBA; increased training sessions and youth clinics by Northwest Thunder; and tournaments by Basketball Tasmania.
- . Netball – transfer of games from outdoor courts to indoors, allowing promotion and expansion of local rosters; and tournaments by Netball Tasmania.
- . Badminton – additional courts, allowing promotion and expansion of local rosters.<sup>10</sup>
- . ParaQuad – increase number of sessions (in stadium 1) for wheelchair sports.
- . Pickleball – introduction of an evening social roster.
- . Volleyball – reintroduction of social roster.
- . AFL/WAFL/Soccer – potential Indoor training for local clubs in inclement weather.
- . Non-Sporting Events – improved layout and use for, and reduced impact from, large public non-sporting events such as Brixhibition, show day, car conventions, etc.

- . New indoor sports – ability to provide regular and consistent stadium availability to other recreational activities such as futsal, table tennis, and aerobics.

Based on Councillor feedback, the Consultants explored an alternative approach which would have seen a standalone judo building located to the south of the existing Sport and Leisure Centre where the carpark currently stands. This option was subsequently ruled out due to the impact it would have on parking, as well as being more expensive.

Building new facilities for Slipstream and judo, and freeing up stadium 3, would be very capital intensive and require external funding. The actual level of demand for all impacted activities would need to be verified at the time of such funding appearing likely, prior to any commitment being made.

#### *Next steps –*

The Plan will guide Council's future decision making and advocacy and may be used by other stakeholders for similar purposes.

#### *CONSULTATION*

In addition to Councillors and Council staff, the following groups were interviewed:

- . The Slipstream Circus (onsite and phone interviews)
- . North-West Thunder Basketball Club (phone interview)
- . Central Coast Badminton (phone interview)
- . Ulverstone Judo (onsite)
- . Devon Netball (phone interview)
- . Ulverstone Basketball Association (phone interview)
- . Ulverstone Squash Association (phone interview)
- . Ulverstone Softball Association (phone interview)
- . Ulverstone Soccer Club (on site and phone interview)
- . Ulverstone Poultry Club (phone interview)
- . Ulverstone Kennel Club (phone interview)
- . Ulverstone Show Society (part of above phone interview)
- . Athlete 42 (phone interview)
- . Rotary Club of Ulverstone (phone interview)
- . Lions Club of Ulverstone (phone interview)
- . Football Tasmania (in person and phone interview)
- . Christine Stock Exercise Trainer (phone interview)
- . Central Coast Netball (phone interview)

*RESOURCE, FINANCIAL AND RISK IMPACTS*

Receiving the Plan does not give rise to any significant resource, financial or risk impacts. The Plan will guide future development on the site, with any specific actions subject to further consideration at the time.

*CORPORATE COMPLIANCE*

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

The Environment and Sustainable Infrastructure  
. Develop and manage sustainable built infrastructure.

*CONCLUSION*

It is recommended that the Ulverstone Sport and Leisure Centre and Showgrounds Master Plan 2023 be received.”

The Executive Services Officer reported as follows:

“A copy of the Ulverstone Sport and Leisure Centre and Showgrounds Master Plan 2023 has been circulated to all Councillors.”

■ Cr Hiscutt moved and Cr Viney seconded, “That the Ulverstone Sport and Leisure Centre and Showgrounds Master Plan 2023 (a copy being appended to and forming part of the minutes) be received.”

Carried unanimously

**220/2023     Arts and Culture Strategy 2023–2025 (45/2018 – 19.02.2018), Cultural Collections Policy and Public Art Policy (50/2015 – 16.02.2015)**

The Director Community Services reported as follows:

*“PURPOSE*

The purpose of this report is to recommend that Council adopt the Arts and Culture Strategy 2023–2025, the Cultural Collections Policy dated July 2023 and the Public Art Policy dated July 2023. Copies of the Strategy and Policies are appended to this report.

### *BACKGROUND*

This report follows a review of the Arts and Culture Strategy 2015–2020 (Minute No. 45/2018), Ulverstone History Collections Policy 2017 and Public Art Policy 2015–2017 (Minute No. 50/2015). It is proposed that the Arts and Culture Strategy 2023–2025, the Cultural Collections Policy dated July 2023 and the Public Art Policy dated July 2023 respectively, replace the reviewed documents.

The review was led by Council's Manager Arts and Culture, with significant input from a range of other stakeholders including RANT Arts, University of Tasmania and Launceston City Council. The Cultural Collections Policy benefited from extensive support provided by Arts Tasmania's Roving Curator Program.

### *DISCUSSION*

#### *Arts and Culture Strategy 2023–2025 –*

Development of this new strategy has coincided with the release of the Australian Government's landmark National Cultural Policy—*Revive: a place for every story, a story for every place*, on 30 January 2023. *Revive* is a five-year plan to renew and revive Australia's arts, entertainment and cultural sector, with the aim to "deliver new momentum so that Australia's creative workers, organisations and audiences continue to thrive and grow, and so that our arts, culture and heritage are re-positioned as central to Australia's future."

The National Cultural Policy is structured around five interconnected pillars which have been adapted to provide five clear strategic directions for the Council:

- 1 Value and respect Aboriginal culture.
- 2 Promote and reveal the stories of Central Coast.
- 3 Foster creative practice.
- 4 Realise the potential of our cultural places and assets.
- 5 Audience development and engagement.

Goals are provided in relation to each strategic direction, and the 2023–2024 financial year will see specific actions identified through extensive community consultation. One of the goals is to establish an Arts and Culture Advisory Committee.

#### *Cultural Collections Policy –*

The Policy is a statement of policy for the development and management of the Council's Cultural Collections. It supports the Council's vision to be 'a vibrant, thriving community that continues to draw inspiration and opportunities from its natural beauty, land and people and connected by a powerful sense of belonging' (Central

Coast Strategic Plan 2014–2024) by developing and maintaining collections of local, state and national significance which:

- a) Place an emphasis on items that have a connection to the Central Coast region of Tasmania.
- b) Enrich the cultural lives of residents and visitors to the Central Coast.
- c) Promote cultural and economic development and contribute a sense of identity and place to the region.

The Council has five Cultural Collections, which are the Central Coast Museum and Archive Collection, the ArtEx Collection, the Fine Art Collection, the Scientific Collection, and the Public Art Collection. This policy applies to the first three of these Cultural Collections. The Public Art Collection is outlined in a separate policy due to the specific requirements of Public Art. The policy is in line with National Standards for Australian Museums and Galleries 2023 and the International Council of Museums (ICOM) Code of Ethics.

*Public Art Policy –*

The Council plays a key role in the development of public space. This Policy will assist the Council to make decisions on art in public space and guide the integration of artwork into capital projects, streetscape works and place making. This includes the management of the Central Coast's existing public art assets as well as the proposal and selection of new public art works whether through direct commission, in partnership with business and other tiers of government or through community driven initiatives.

An important feature of the policy is a Public Art Committee. The role of the committee includes:

- a) The identification and recommendation of public art within the municipality.
- b) To undertake the evaluation and assessment of all submissions, proposals, gifts and donations; artist liaison and contracts.
- c) The ongoing observation and evaluation of public art assets.
- d) The identification of public artworks suitable for deaccession.

*CORPORATE COMPLIANCE*

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

A Connected Central Coast

- Improve community wellbeing

Community Capacity and Creativity

- Cultivate a culture of creativity in the community.

*CONCLUSION*

It is recommended that the Arts and Culture Strategy 2023–2025, the Cultural Collections Policy dated July 2023 and the Public Art Policy dated July 2023 be adopted.”

The Executive Services Officer reported as follows:

“Copies of the Arts and Culture Strategy 2023–2025, the Cultural Collections Policy dated July 2023 and Public Art Policy dated July 2023 have been circulated to all Councillors.”

■ Cr Wylie moved and Cr Hiscutt seconded, “That the Arts and Culture Strategy 2023–2025, the Cultural Collections Policy dated July 2023 and the Public Art Policy dated July 2023 (a copy of each being appended to and forming part of the minutes) be adopted.”

Carried unanimously

**221/2023      Development application determinations**

The Director Community Services reported as follows:

“A Schedule of Development Application Determinations made during the month of June 2023 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reported as follows:

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

■ Cr Hiscutt moved and Cr Beswick seconded, “That the Schedule of Development Application Determinations (a copy being appended to and forming part of the minutes) be received.”

Carried unanimously

**222/2023 Council acting as a planning authority**

The Mayor reported 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 Minute No. 223/2023, 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 reported 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.”

■ Cr Wylie moved and Cr Beswick seconded, “That the Mayor’s report be received.”

Carried unanimously

**223/2023 Subdivision incorporating land fill to create 17 residential lots – Non dwelling development; Lot design; Roads and Reliance on *C3.0 Road and Railway Assets Code*, *C9.0 Attenuation Code* and *C15.0 Landslip Hazard Code* at 2 Waverley Road, Ulverstone – Application No. DA2022159 (re-advertised)**

The Director Community Services reported as follows:

“The Town Planner has prepared the following report:

‘*DEVELOPMENT APPLICATION NO.:*  
*PROPOSAL:*

DA2022159 (re-advertised)  
Subdivision incorporating land fill to create 17 residential lots – Non dwelling development; Lot design; Roads and Reliance on *C3.0 Road and Railway Assets Code*, *C9.0 Attenuation Code* and *C15.0 Landslip Hazard Code*  
PDA Surveyors, Engineers and Planners  
2 Waverley Road, Ulverstone

*APPLICANT:*  
*LOCATION:*



<i>ZONE:</i>	Low Density Residential
<i>PLANNING INSTRUMENT:</i>	<i>Tasmanian Planning Scheme – Central Coast</i> (the Planning Scheme)
<i>ADVERTISED:</i>	24 May 2023
<i>REPRESENTATIONS EXPIRY DATE:</i>	7 June 2023
<i>REPRESENTATIONS RECEIVED:</i>	Two
<i>42-DAY EXPIRY DATE:</i>	13 June 2023 (extension of time granted until 17 July 2023)
<i>DECISION DUE:</i>	17 July 2023

*PURPOSE*

The purpose of this report is to consider an application for a subdivision, incorporating land fill to create 17 residential lots at 2 Waverley Road, Ulverstone.

Accompanying the report are the following documents:

- Annexure 1 – location plan;
- Annexure 2 – application documentation;
- Annexure 3 – representations;
- Annexure 4 – photographs; and
- Annexure 5 – TasWater Submission to the Planning Authority.

*BACKGROUND*

*Development description –*

Application has been made for a subdivision on land known as 2 Waverley Road, Ulverstone. The subdivision is for the creation of 17 residential lots and a road lot designed as a cul-de-sac. Access to the proposed subdivision will be off Waverley Road.

The proposal includes decommissioning an existing dam and placing land fill across the site. The decommissioning and land fill must be undertaken in accordance with recommendations in the Landslide Risk Assessment and plans provided by PDA Surveying, Engineering & Planning.

Proposed lots would range from 1,201m<sup>2</sup> to 4,021m<sup>2</sup> in land area. Each lot would have an access off the new road.

A noise barrier is proposed to be constructed along the development site's Westella Drive frontage, a portion of the Waverley Road frontage and a portion of the western side boundary. The noise barrier would be 2.4m high and can

be either fence or a combination of fence and berm, as recommended by the Industry Noise Intrusion Assessment.

There are a few small outbuildings located on the site that will be demolished.

*Site description and surrounding area –*

The development site is a 2.6ha Low Density Residential zoned parcel of land. It accommodates a dam used for recreational purposes. The site has two road frontages, being Waverley Road and Westella Drive. Access is currently off Waverley Road.

Low Density Residential zone adjoins the development site to the south and across Waverley Road to the south-east. These properties are all developed for residential purpose with single dwellings and associated outbuildings. Land to the north-east across Waverley Road is zoned Rural and accommodates Windows on Westella restaurant and Resource Development activities.

Land to the north and west is zoned Utilities and accommodates the Bass Highway and a slip lane off the highway into East Ulverstone.

The development site is subject to low and medium landslip hazard overlay and is within a bushfire-prone area. A sewer main is located just inside the Westella Road frontage and intersects the south-western portion of the site. A stormwater main also intersects the south-western portion of the site and runs parallel to the sewer. A water main is located just inside the Waverley Road frontage.

Furthermore, the development site is within the attenuation area for activities associated with Agricultural produce processing works, Crematoria and Pre-mix bitumen plant, as per the Planning Scheme's *C9.0 Attenuation Code*.

The northern portion of the development site is within 50m of the Bass Highway attenuation area as per the Planning Scheme's *C3.0 Road and Railway Assets Code*.

There are a few small outbuildings located on the site that will be demolished.

*History –*

The application was originally advertised on 3 December 2022 to 19 December 2022. During the advertising period, it became apparent that the application had not addressed the Planning Scheme's *C9.0 Attenuation*

*Code.* The application was therefore put on hold under section 54 *Land Use Planning and Approvals Act 1993*, whilst this Code was addressed to the satisfaction of the Council. The application was then re-advertised 24 May 2023 until 7 June 2023.

*DISCUSSION*

The following table is the Town Planner's assessment against the Planning Scheme provisions:

## 10.0 Low Density Residential Zone

### 10.1 Zone Purpose

The purpose of the Low Density Residential Zone is:

- 10.1.1 To provide for residential use and development in residential areas where there are infrastructure or environmental constraints that limit the density, location or form of development.
- 10.1.2 To provide for non-residential use that does not cause an unreasonable loss of amenity, through scale, intensity, noise, traffic generation and movement, or other off site impacts.
- 10.1.3 To provide for Visitor Accommodation that is compatible with residential character.

#### Planners comment:

The proposal is to create 17 residential lots. The proposal satisfies the Low Density Zone purpose 10.1.1.

CLAUSE	COMMENT	
10.3 Use Standards		
10.3.1 Discretionary uses	Not applicable	Assessment
10.3.1-(A1)  Hours of operation of a use listed as Discretionary, excluding Emergency Services, must be within:  (a) 8.00am to 6.00pm Monday to Friday;  (b) 9.00am to 12.00 noon Saturday; and  (c) nil on Sunday and public holidays.	<input checked="" type="checkbox"/>	Not a discretionary use.
10.3.1-(A2)  External lighting for a use listed as Discretionary:  (a) must not operate within the hours of 7.00pm to 7.00am, excluding any security lighting; and	<input checked="" type="checkbox"/>	Not a discretionary use.

(b) security lighting must be baffled to ensure direct light does not extend into the adjoining property.		
<p>10.3.1-(A3)</p> <p>Commercial vehicle movements and the unloading and loading of commercial vehicles for a use listed as Discretionary, excluding Emergency Services, must be within the hours of:</p> <p>(a) 7:00am to 7:00pm Monday to Friday;</p> <p>(b) 9:00am to 12 noon Saturday; and</p> <p>(c) nil on Sunday and public holidays.</p>	<input checked="" type="checkbox"/>	Not a discretionary use.
<p>10.3.1-(A4)</p> <p>No acceptable solution.</p>	<input checked="" type="checkbox"/>	Not a discretionary use.
<b>10.3.2 Visitor Accommodation</b>	Not applicable	Assessment
<p>10.3.2-(A1)</p> <p>Visitor Accommodation must:</p> <p>(a) accommodate guest in existing habitable buildings; and</p> <p>(b) have a gross floor area of not more than 200m<sup>2</sup> per lot.</p>	<input checked="" type="checkbox"/>	Not Visitor Accommodation.
<b>10.4 Development Standards for Dwellings</b>		
<b>10.4.1 Residential density for multiple dwellings</b>	Not applicable	Assessment
<p>10.4.1-(A1)</p> <p>Multiple dwellings must have a site area per dwelling of not less than:</p> <p>(a) 1500m<sup>2</sup> if it has a connection or is capable of being connected to a full water supply service, a reticulated sewerage system and the public stormwater system; or</p> <p>(b) 2500m<sup>2</sup> otherwise.</p>	<input checked="" type="checkbox"/>	Not multiple dwellings.

<b>10.4.2 Building height</b>	Not applicable	Assessment
10.4.2–(A1) A dwelling must have a building height not more than 8.5m.	<input checked="" type="checkbox"/>	Application is for Subdivision. No buildings are proposed on the site apart from a noise barrier. Refer to Clause 10.5.1.
<b>10.4.3 Setback</b>	Not applicable	Assessment
10.4.3–(A1) Dwellings, excluding protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage not less than 8m.	<input checked="" type="checkbox"/>	Application is for Subdivision. No buildings are proposed on the site apart from a noise barrier. Refer to Clause 10.5.1.
10.4.3–(A2) Dwellings, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally from the building, must have a setback from side and rear boundaries of not less than 5m.	<input checked="" type="checkbox"/>	Application is for Subdivision. No buildings are proposed on the site apart from a noise barrier. Refer to Clause 10.5.1.
<b>10.4.4 Site coverage</b>	Not applicable	Assessment
10.4.4–(A1) Dwellings must have a site coverage of not more than 30%.	<input checked="" type="checkbox"/>	Application is for Subdivision. No buildings are proposed on the site apart from a noise barrier. Refer to Clause 10.5.1.
<b>10.4.5 Frontage fences for all dwellings</b>	Not applicable	Assessment
10.4.5–(A1) No acceptable solution. <i>An exemption applies for fences in this zone – see Table 4.6</i> 10.4.5–(P1) A fence (including a free-standing wall) for a dwelling within 4.5m of a frontage must:	<input checked="" type="checkbox"/>	No fence proposed. Proposal would include a noise barrier which is considered a building.

<p>(a) provide for security and privacy, while allowing for passive surveillance of the road; and</p> <p>(b) be consistent with the height and transparency of fences in the street, having regard to:</p> <p>(i) the topography of the site; and</p> <p>(ii) traffic volumes on the adjoining road.</p>		
<b>10.5 Development Standards for Non-dwellings</b>		
<b>10.5.1 Non-dwelling development</b>	Not applicable	Assessment
<p>10.5.1–(A1)</p> <p>A building that is not a dwelling must have a building height not more than 8.5m.</p>	<input type="checkbox"/>	Compliant. Proposal would include a noise barrier which is considered a building. The noise barrier would have a height of 2.4m.
<p>10.5.1–(A2)</p> <p>A building that is not a dwelling, excluding protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage not less than 8m.</p>	<input type="checkbox"/>	<p>Non-compliant. The noise barrier would be located along the frontage of Waverley Road and Westella Road frontages.</p> <p>Refer to the “Issues” section of this report.</p>
<p>10.5.1–(A3)</p> <p>A building that is not a dwelling excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally from the building, must have a setback from side and rear boundaries of not less than 5m.</p>	<input checked="" type="checkbox"/>	The noise barrier is proposed along the front boundaries.
<p>10.5.1–(A4)</p> <p>A building that is not a dwelling must have a site coverage of not more than 30%.</p>	<input checked="" type="checkbox"/>	No buildings are proposed on the site apart from a noise barrier.

<p>10.5.1–(A5)</p> <p>No acceptable solution.</p> <p><i>An exemption applies for fences in this zone – see table 4.6</i></p>	<input checked="" type="checkbox"/>	No fence proposed.
<p>10.5.1–(A6)</p> <p>Outdoor storage areas, for a building that is not a dwelling, including waste storage, must not:</p> <p>(a) be visible from any road or public open space adjoining the site; or</p> <p>(b) encroach upon parking areas, driveways or landscaped areas.</p>	<input checked="" type="checkbox"/>	No outdoor storage area proposed.
<p>10.5.1–(A7)</p> <p>Air extraction, pumping, refrigeration systems or compressors, for a building that is not a dwelling, must have a setback from the boundary of a property containing a sensitive use of not less than 10m.</p> <p><i>An exemption applies for heat pumps and air conditioners in this zone – see Table 4.6</i></p>	<input checked="" type="checkbox"/>	No air extraction, pumping, refrigeration systems or compressors, for a building that is not a dwelling is proposed.
<b>10.6 Development Standards for Subdivision</b>		
<b>10.6.1 Lot design</b>	Not applicable	Assessment
<p>10.6.1–(A1)</p> <p>Each lot, or a lot proposed in a plan of subdivision, must:</p> <p>(a) have an area of not less than 1500m<sup>2</sup> and:</p> <p>(i) be able to contain a minimum area of 10m x 15m with a gradient not steeper than 1 in 5, clear of:</p> <p>a. all setbacks required by clause 10.4.3 A1 and A2; and</p>	<input type="checkbox"/>	<p>(a) Non-compliant. Lots 1, 2, 3, 4, 5, 6, 7, 8, 13, 14 and 15 would be less than 1,500m<sup>2</sup>. All other proposed lots would be greater than 1,500m<sup>2</sup>.</p> <p>Refer to the “Issues” section of this report.</p> <p>(a)(i) Compliant. All lots would be able to contain a minimum area of 10m x 15m with a gradient not steeper than 1 in 5.</p> <p>(a)(i)a. Compliant. All lots would be able to contain a minimum area of 10m x 15m with a gradient</p>



<p>b. easements or other title restrictions that limit or restrict development; and</p> <p>(ii) existing buildings are consistent with the setback required by clause 10.4.3 A1 and A2;</p> <p>(b) be required for public use by the Crown, a council or a State authority;</p> <p>(c) be required for the provision of Utilities; or</p> <p>(d) be for the consolidation of a lot with another lot provided each lot is within the same zone.</p>		<p>not steeper than 1 in 5 clear of all setbacks required by clause 10.4.3-(A1) and (A2).</p> <p>(a)(i)b. Compliant. All lots would be able to contain a minimum area of 10m x 15m with a gradient not steeper than 1 in 5 clear of easements or other title restrictions that limit or restrict development.</p> <p>(a)(ii) Not applicable. No existing buildings would be on the development site.</p> <p>(b) Not applicable. Subdivision is not required for public use by the Crown, a council or a State authority.</p> <p>(c) Not applicable. Subdivision is not required for the provision of Utilities.</p> <p>(d) Not applicable. Subdivision is not for the consolidation of a lot with another lot provided each lot is within the same zone.</p>
<p>10.6.1–(A2)</p> <p>Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a frontage not less than 20m.</p>	<p><input type="checkbox"/></p>	<p>Non-compliant. Lots 8, 9, 10, 11 and 17 would have a frontage less than 20m. All other proposed lots would have a frontage greater than 20m.</p> <p>Refer to the “Issues” section of this report.</p>
<p>10.6.1–(A3)</p> <p>Each lot, or a lot proposed in a plan of subdivision, must be provided with a vehicular access from the boundary of the lot to a road in accordance with the requirements of the road authority.</p>	<p><input type="checkbox"/></p>	<p>Compliant. Each proposed lot would have a vehicular access to the proposed new road lot.</p>

10.6.2 Roads	Not applicable	Assessment
<p>10.6.2–(A1)</p> <p>The subdivision includes no new roads.</p>	<input type="checkbox"/>	<p>Non-compliant. Proposal includes a new road lot which would be a cul-de-sac.</p> <p>Refer to the “Issues” section of this report.</p>
10.6.3 Services	Not applicable	Assessment
<p>10.6.3–(A1)</p> <p>Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must:</p> <p>(a) be connected to a full water supply service if the frontage of the lot is within 30m of a full water supply service; or</p> <p>(b) be connected to a limited water supply service if the frontage of the lot is within 30m of a limited water supply service, unless a regulated entity advises that the lot is unable to be connected to the relevant water supply service.</p>	<input type="checkbox"/>	<p>Compliant. Application was referred to TasWater who provided their Submission to Planning Authority Notice. Refer to Annexure No. 5.</p>
<p>10.6.3–(A2)</p> <p>Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a connection to a reticulated sewerage system.</p>	<input type="checkbox"/>	<p>Compliant. Application was referred to TasWater who provided their Submission to Planning Authority Notice. Refer to Annexure No. 5.</p>
<p>10.6.3–(A3)</p> <p>Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of connecting to a public stormwater system.</p>	<input type="checkbox"/>	<p>Compliant. Application was referred to Stormwater Authority. Conditions and Notes to apply to Permit.</p>

## CODES

CODES	NOT APPLICABLE	APPLICABLE
<b>C1.0 Signs Code</b>	<input checked="" type="checkbox"/>	
<b>C2.0 Parking and Sustainable Transport Code</b>		Refer to the Table below.
<b>C3.0 Road and Railway Assets Code</b>		Refer to the Table below.
<b>C4.0 Electricity Transmission Infrastructure Protection Code</b>	<input checked="" type="checkbox"/>	
<b>C5.0 Telecommunications Code</b>	<input checked="" type="checkbox"/>	
<b>C6.0 Local Historic Heritage Code</b>	<input checked="" type="checkbox"/>	
<b>C7.0 Natural Assets Code</b>	<input checked="" type="checkbox"/>	
<b>C8.0 Scenic Protection Code</b>	<input checked="" type="checkbox"/>	
<b>C9.0 Attenuation Code</b>		Refer to the Table below.
<b>C10.0 Coastal Erosion Hazard Code</b>	<input checked="" type="checkbox"/>	
<b>C11.0 Coastal Inundation Hazard Code</b>	<input checked="" type="checkbox"/>	
<b>C12.0 Flood-Prone Areas Hazard Code</b>	<input checked="" type="checkbox"/>	
<b>C13.0 Bushfire-Prone Areas Code</b>		Refer to the Table below.
<b>C14.0 Potentially Contaminated Land Code</b>	<input checked="" type="checkbox"/>	
<b>C15.0 Landslip Hazard Code</b>		Refer to the Table below.
<b>C16.0 Safeguarding of Airports Code</b>	<input checked="" type="checkbox"/>	

**C2.0 Parking and Sustainable Transport Code**

CLAUSE	COMMENT	
C2.5 Use Standards		
C2.5.1 Car parking numbers	Not applicable	Assessment
<p>C2.5.1–(A1)</p> <p>The number of on-site car parking spaces must be no less than the number specified in Table C2.1, excluding if:</p> <p>(a) the site is subject to a parking plan for the area adopted by council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan;</p> <p>(b) the site is contained within a parking precinct plan and subject to Clause C2.7;</p> <p>(c) the site is subject to Clause C2.5.5; or</p> <p>(d) it relates to an intensification of an existing use or development or a change of use where:</p> <p>(i) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is greater than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case no additional on-site car parking is required; or</p> <p>(ii) the number of on-site car parking spaces for the</p>	<div><input type="checkbox"/></div>	<p>Compliant. Each proposed lot would have ample area to accommodate the provision for 2 car parking spaces as required for Residential use.</p>

<p>existing use or development specified in Table C2.1 is</p> <p>less than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case on-site car parking must be calculated as follows:</p> <p><math>N = A + (C - B)</math></p> <p>N = Number of on-site car parking spaces required</p> <p>A = Number of existing on site car parking spaces</p> <p>B = Number of on-site car parking spaces required for the existing use or development specified in Table C2.1</p> <p>C = Number of on-site car parking spaces required for the proposed use or development specified in Table C2.</p>		
<b>C2.5.2 Bicycle parking numbers</b>	Not applicable	Assessment
<p>C2.5.2–(A1)</p> <p>Bicycle parking spaces must:</p> <p>(a) be provided on the site or within 50m of the site; and</p> <p>(b) be no less than the number specified in Table C2.1.</p>	☒	Not required for residential subdivision.

<b>C2.5.3 Motorcycle parking numbers</b>	Not applicable	Assessment
<p>C2.5.3-(A1)</p> <p>The number of on-site motorcycle parking spaces for all uses must:</p> <p>(a) be no less than the number specified in Table C2.4; and;</p> <p>(b) if an existing use or development is extended or intensified, the number of on-site motorcycle parking spaces must be based on the proposed extension or intensification provided the existing number of motorcycle parking spaces is maintained.</p>	<input checked="" type="checkbox"/>	Not required for residential subdivision.
<b>C2.5.4 - Loading bays</b>	Not applicable	Assessment
<p>C2.5.4-(A1)</p> <p>A loading bay must be provided for uses with a floor area of more than 1000m<sup>2</sup> in a single occupancy.</p>	<input checked="" type="checkbox"/>	Not required for residential subdivision.
<b>C2.5.5 - Number of car parking spaces within General Residential Zone and Inner Residential Zone</b>	Not applicable	Assessment
<p>C2.5.5-(A1)</p> <p>Within existing non-residential buildings in the General Residential Zone and Inner Residential Zone, on-site car parking is not required for:</p> <p>(a) Food Services uses up to 100m<sup>2</sup> floor area or 30 seats, whichever is the greater; and</p> <p>(b) General Retail and Hire uses up to 100m<sup>2</sup> floor area, provided the use complies with the hours of operation specified in the relevant</p>	<input checked="" type="checkbox"/>	Not required for residential subdivision.

Acceptable Solution for the relevant zone.		
<b>C2.6 Development Standards for Buildings and Works</b>		
<b>C2.6.1 Construction of parking areas</b>	Not applicable	Assessment
<p>C2.6.1–(A1)</p> <p>(a) be constructed with a durable all weather pavement;</p> <p>(b) be drained to a public stormwater system, or contain stormwater on the site; and</p> <p>(c) excluding all uses in the Rural Zone, Agriculture Zone, Landscape Conservation Zone, Environmental Management Zone, Recreation Zone and Open Space Zone, be surfaced by a spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement.</p>	☒	Not required for residential subdivision.
<b>C2.6.2 Design and layout of parking areas</b>	Not applicable	Assessment
<p>C2.6.2–(A1)</p> <p>Parking, access ways, manoeuvring and circulation spaces must either:</p> <p>(a) comply with the following:</p> <p>(i) have a gradient in accordance with <i>Australian Standard AS 2890 – Parking facilities, Parts 1-6</i>;</p> <p>(ii) provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces;</p>	☒	Not required for residential subdivision.

<p>(iii) have and access width not less than the requirements in Table C2.2;</p> <p>(iv) have car parking space dimensions which satisfy the requirements in Table C2.3;</p> <p>(v) have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table C2.3 where there are 3 or more car parking spaces;</p> <p>(vi) have a vertical clearance of not less than 1m above the parking surface level; and</p> <p>(vii) excluding a single dwelling, be delineated by line marking or other clear physical means; or</p> <p>(b) comply with <i>Australian Standard AS 2890- Parking facilities, Parts 1-6</i>.</p> <p>C2.6.2–(A1.2)</p> <p>Parking spaces provided for use by persons with a disability must satisfy the following:</p> <p>(a) be located as close as practicable to the main entry point to the building;</p> <p>(b) be incorporated into the overall car park design; and</p> <p>(c) be designed and constructed in accordance with <i>Australian/New Zealand Standard AS/NZS 2890.6:2009 Parking facilities, Off-street parking for people with disabilities</i>.<sup>1</sup></p> <p><sup>1</sup> Requirements for the number of accessible car parking spaces are specified in part D3 of the <i>National Construction Code 2016</i></p>		
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<b>C2.6.3 Number of accesses for vehicles</b>	Not applicable	Assessment
<p>C2.6.3–(A1)</p> <p>The number of accesses provided for each frontage must:</p> <p>(a) be no more than 1; or</p> <p>(b) no more than the existing number of accesses whichever is the greater.</p>	<input type="checkbox"/>	<p>(a) Compliant. Each proposed lot would have one access each.</p> <p>(b) Satisfied by (a).</p>
<p>C2.6.3–(A2)</p> <p>Within the Central Business Zone or in a pedestrian priority street no new access is provided unless an existing access is removed.</p>	<input type="checkbox"/>	Site is zoned Low Density Residential.
<b>C2.6.4 Lighting of parking areas within the General Business Zone and Central Business Zone</b>	Not applicable	Assessment
<p>C2.6.4–(A1)</p> <p>In car parks within the General Business Zone and Central Business Zone, parking and vehicle circulation roads and pedestrian paths serving 5 or more car parking spaces, which are used outside daylight hours, must be provided with lighting in accordance with clause 3.1 “Basis of Design” and Clause 3.6 “Car parks” in Australian Standards/ New Zealand Standard AS/NZS 1158.3.1:2005 Lighting for roads and public spaces Part 3.1: Pedestrian area (Category P) lighting – Performance and design requirements.</p>	<input checked="" type="checkbox"/>	Site is zoned Low Density Residential.
<b>C2.6.5 Pedestrian access</b>	Not applicable	Assessment
<p>C2.6.5–(A1.1)</p> <p>Uses that require 10 or more car parking spaces must:</p>	<input checked="" type="checkbox"/>	Not required for residential subdivision.

<p>(a) have a 1m wide footpath that is separated from the access ways or parking aisles, excluding where crossing access ways or parking aisles by:</p> <p>(i) a horizontal distance of 2.5m between the edge of the footpath and the access way or parking aisle; or</p> <p>(ii) protective devices such as bollards, guard rails or planters between the footpath and the access way or parking aisle; and</p> <p>(b) be signed and line marked at points where pedestrians cross access ways or parking aisles.</p> <p>C2.6.5-(A1.2)</p> <p>In parking areas containing accessible car parking spaces for use by persons with a disability, a footpath having a width not less than 1.5m and a gradient not steeper than 1 in 14 is required from those spaces to the main entry point to the building.</p>		
<p><b>C2.6.6 Loading bays</b></p>	<p>Not applicable</p>	<p>Assessment</p>
<p>C2.6.6-(A1)</p> <p>The area and dimensions of loading bays and access way areas must be designed in accordance with <i>Australian Standard AS 2890.2-2002 Parking Facilities Part 2: Parking facilities- Off-street commercial vehicle facilities</i>, for the type of vehicles likely to use the site.</p>	<p><input checked="" type="checkbox"/></p>	<p>Not required for residential subdivision.</p>

<p>C2.6.6-(A2)</p> <p>The type of commercial vehicles likely to use the site must be able to enter, park and exit the site in a forward direction in accordance with <i>Australian Standard AS2890. 2- 2002 Parking Facilities Part 2: Parking facilities- Off-street commercial vehicle facilities.</i></p>	<input checked="" type="checkbox"/>	<p>Not required for residential subdivision.</p>
<p><b>C2.6.7 Bicycle parking and storage facilities within the General Business Zone and Central Business Zone</b></p>	<p>Not applicable</p>	<p>Assessment</p>
<p>C2.6.7-(A1)</p> <p>Bicycle parking for uses that require 5 or more bicycle spaces in Table C2.1 must:</p> <p>(a) be accessible from a road, cycle path, bicycle lane, shared path or access way;</p> <p>(b) be located within 50m from an entrance;</p> <p>(c) be visible from the main entrance or otherwise signed; and</p> <p>(d) be available and adequately lit during the times they will be used, in accordance with Table 2.3 of <i>Australian/New Zealand Standard AS/NZS 1158.3.1: 2005 Lighting for roads and public spaces - Pedestrian area (Category P) lighting - Performance and design requirements.</i></p>	<input checked="" type="checkbox"/>	<p>Site is zoned Low Density Residential.</p>
<p>C2.6.7-(A2)</p> <p>Bicycle parking spaces must:</p> <p>(a) have dimensions not less than:</p> <p>(i) 1.7m in length;</p>	<input checked="" type="checkbox"/>	<p>Site is zoned Low Density Residential.</p>

<p>(ii) 1.2m in height; and</p> <p>(iii) 0.7m in width at the handlebars;</p> <p>(b) have unobstructed access with a width of not less than 2m and a gradient not steeper than 5% from a road, cycle path, bicycle lane, shared path or access way; and</p> <p>(c) include a rail or hoop to lock a bicycle that satisfies <i>Australian Standard AS 2890.3-2015 Parking facilities - Part 3: Bicycle parking</i>.</p>		
<b>C2.6.8 Siting of parking and turning areas</b>	Not applicable	Assessment
<p>C2.6.8-(A1)</p> <p>Within an Inner Residential Zone, Village Zone, Urban Mixed Use Zone, Local Business Zone or General Business Zone, parking spaces and vehicle turning areas, including garages or covered parking areas must be located behind the building line of buildings, excluding if a parking area is already provided in front of the building line.</p>	☒	Site is zoned Low Density Residential.
<p>C2.6.8-(A2)</p> <p>Within the Central Business Zone, on-site parking at ground level adjacent to a frontage must:</p> <p>(a) have no new vehicle accesses, unless an existing access is removed;</p> <p>(b) retain an active street frontage; and</p> <p>(c) not result in parked cars being visible from public places in the adjacent roads.</p>	☒	Site is zoned Low Density Residential.

<b>C2.7 Parking Precinct Plan</b>		
<b>C2.7.1 Parking precinct plan</b>	Not applicable	Assessment
<b>C2.7.1-(A1)</b> Within a parking precinct plan, on-site parking must: (a) not be provided; or (b) not be increased above existing parking numbers.	☒	Parking precinct plan does not apply to the development site.

### C3.0 Road and Railway Assets Code

CLAUSE	COMMENT	
C3.5 Use Standards		
C3.5.1 – Traffic generation at a vehicle crossing, level crossing or new junction	Not Applicable	Assessment
<p><b>A1.1</b></p> <p>For a category 1 road or a limited access road, vehicular traffic to and from the site will not require</p> <p>(c) a new junction;</p> <p>(d) a new vehicle crossing; or</p> <p>(e) a new level crossing; or</p> <p><b>A1.2</b></p> <p>For a road, excluding a category 1 road or a limited access road, written consent for a new junction, vehicle crossing, or level crossing to serve the use and development has been issued by the road authority; or</p> <p><b>A1.3</b></p> <p>For the rail network, written consent for a new private level crossing to serve the use and</p>	<div><input checked="" type="checkbox"/></div>	<p>Not applicable. Proposal is for a subdivision. Refer to Clause C3.7 below.</p>

<p>development has been issued by the rail authority; and</p> <p><b>A1.4</b></p> <p>Vehicular traffic to and from the site, using an existing vehicle crossing or private level crossing, will not increase by more than:</p> <p>(a) the amounts in Table C3.1; or</p> <p>(b) allowed by a licence issued under Part IVA of the <i>Roads and Jetties Act 1935</i> in respect to a limited access road; and</p> <p><b>A1.5</b></p> <p>Vehicular traffic must be able to enter and leave a major road in a forward direction.</p>		
<b>C3.6 Development Standards for Buildings and Works</b>		
<b>C3.6.1. Habitable buildings for sensitive uses within a road or railway attenuation area.</b>	Not Applicable	Assessment
<p><b>A1</b></p> <p>Unless within a building area on a sealed plan approved under this planning scheme, habitable buildings for a sensitive use must be:</p> <p>(a) within a row of existing habitable buildings for sensitive uses and no closer to the existing or future major road or rail network than the adjoining habitable building;</p> <p>(b) an extension which extends no closer to the existing or future major road or rail network than:</p> <p>(i) the existing habitable building; or</p>	☒	Not applicable. Proposal is for a subdivision. Refer to Clause C3.7 below.

(ii) an adjoining habitable building for a sensitive use; or		
(c) located or designed so that external noise levels are not more than the level in Table C3.2 measured in accordance with Part D of the <i>Noise Measurement Procedures Manual 2<sup>nd</sup> edition July 2008</i> .		
<b>C3.7 Development Standards for Subdivision</b>		
<b>C3.7.1 Subdivision for sensitive uses within a road or railway attenuation area</b>	Not Applicable	Assessment
<b>A1</b> A lot, or a lot proposed in a plan of subdivision, intended for a sensitive use must have a building area for the sensitive use that is not within a road or railway attenuation area.	<input type="checkbox"/>	Non-compliant. Some proposed building areas would be within 50m of Bass Highway.  Refer to the "Issues" section of this report.

**C9.0 Attenuation Code**

CLAUSE	COMMENT	
C9.5 Use Standards		
C9.5.1. Activities with potential to cause emissions	Not Applicable	Assessment
A1  The attenuation area of an activity listed in Tables  C9.1 or C9.2 must not include:  (a) a site used for a sensitive use which is existing;	<input checked="" type="checkbox"/>	Not applicable. Proposal is for a subdivision. Refer to Clause C3.7 below.

<p>(b) a site that has a planning permit for a sensitive use; or</p> <p>(c) land within the General Residential Zone, Inner Residential Zone, Low Density Residential Zone, Rural Living Zone A, Rural Living Zone B, Village Zone or Urban Mixed Use Zone.</p>		
<p><b>C9.5.2 Sensitive use within an attenuation area</b></p>	<p>Not Applicable</p>	<p>Assessment</p>
<p><b>A1</b></p> <p>No Acceptable Solution.</p>	<p><input checked="" type="checkbox"/></p>	<p>Not applicable. Proposal is for a subdivision. Refer to Clause C3.7 below.</p>
<p><b>C9.6 Development Standards for Subdivision</b></p>		
<p><b>C9.6.1 Lot design</b></p>	<p>Not Applicable</p>	<p>Assessment</p>
<p><b>A1</b></p> <p>Each lot, or a lot proposed in a plan of subdivision, within an attenuation area must:</p> <p>(a) be for the creation of separate lots for existing buildings;</p> <p>(b) be for the creation of a lot where a building for a sensitive use can be located entirely outside the attenuation area; or</p> <p>(c) not be for the creation of a lot intended for a sensitive use.</p>	<p><input type="checkbox"/></p>	<p>(a) Refer to (c).</p> <p>(b) Refer to (c).</p> <p>(c) Non-compliant. All proposed lots would be for residential use which is a sensitive use and would be within the attenuation area for activities associated with Agricultural produce processing works, Crematoria and Pre-mix bitumen plant.</p> <p>Refer to the "Issues" section of this report.</p>



**C13.0 Bushfire-Prone Areas Code**

CLAUSE	COMMENT	
C13.5 Use Standards		
C13.5.1. Vulnerable uses	Not Applicable	Assessment
A1 No Acceptable Solution.	<input checked="" type="checkbox"/>	Not a vulnerable use.
A2 An emergency management strategy (vulnerable use) is endorsed by the TFS or accredited person.	<input checked="" type="checkbox"/>	Not a vulnerable use.
A3 A bushfire hazard management plan that contains appropriate bushfire protection measures that is certified by the TFS or an accredited person.	<input checked="" type="checkbox"/>	Not a vulnerable use.
C13.5.2. Hazardous uses	Not Applicable	Assessment
A1 No Acceptable Solution.	<input checked="" type="checkbox"/>	Not a hazardous use.
A2 An emergency management strategy (hazardous use) is endorsed by the TFS or accredited person.	<input checked="" type="checkbox"/>	Not a hazardous use.
A3 A bushfire hazard management plan that contains appropriate bushfire protection measures that is certified by the TFS or an accredited person.	<input checked="" type="checkbox"/>	Not a hazardous use.

<b>C13.6 Development Standards for Subdivision</b>		
<b>C13.6.1 Provision of hazard management areas</b>	Not Applicable	Assessment
<p><b>A1</b></p> <p>(a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of hazard management areas as part of a subdivision; or</p> <p>(b) The proposed plan of subdivision:</p> <p>(i) shows all lots that are within or partly within a bushfire-prone area, including those developed at each stage of a staged subdivision;</p> <p>(ii) shows the building area for each lot;</p> <p>(iii) shows hazard management areas between bushfire-prone vegetation and each building area that have dimensions equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of <i>Australian Standard AS3959–2009 Construction of buildings in bushfire-prone areas</i>; and</p> <p>(iv) is accompanied by a bushfire hazard management plan that addresses all the individual lots and that is certified by the TFS or accredited person, showing hazard management areas equal to, or greater than the</p>	<input type="checkbox"/>	<p>(a) Not applicable. Satisfied by (b).</p> <p>(b) Compliant. Bushfire Report prepared by Scott Livingston of Livingston Natural Resource Services states that (b)(i)–(iv) are compliant.</p> <p>(c) Not applicable. No Hazard Management Areas are necessary outside the development site boundaries.</p>

<p>separation distances required for BAL 19 in Table 2.4.4 of <i>Australian Standard AS3959-2009 Construction of buildings in bushfire-prone Areas</i>; and</p> <p>(c) if hazard management areas are to be located on land external to the proposed subdivision the application is accompanied by the written consent of the owner of that land to enter into an agreement under section 71 of the Act that will be registered on the title of the neighbouring property providing for the affected land to be managed in accordance with the bushfire hazard management plan.</p>		
<b>C13.6.2 Public and fire fighting access</b>	Not Applicable	Assessment
<p><b>A1</b></p> <p>(a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant specific measures for public access in the subdivision for the purposes of fire fighting; or</p> <p>(b) A proposed plan of subdivision showing the layout of roads, fire trails and the location of property access to building areas, is included in a bushfire hazard management plan that:</p> <p>(i) demonstrates proposed roads will comply with Table C13.1, proposed property proposed fire trails will comply with Table C13.3 and</p>	<p><input type="checkbox"/></p>	<p>(a) Not applicable. Satisfied by (b).</p> <p>(b) Compliant. Bushfire Report prepared by Scott Livingston of Livingston Natural Resource Services states that (b)(i) and (b)(ii) are compliant.</p>

(ii) is certified by the TFS or an accredited person.		
<b>C13.6.3 Provision of water supply for fire fighting purposes</b>	Not Applicable	Assessment
<p><b>A1</b></p> <p>In areas serviced with reticulated water by the water corporation:</p> <p>(a) TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant the provision of a water supply for fire fighting purposes;</p> <p>(b) A proposed plan of subdivision showing the layout of fire hydrants, and building areas, is included in a bushfire hazard management plan approved by the TFS or accredited person as being compliant with Table C13.4; or</p> <p>(c) A bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for fire fighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire.</p>	<input type="checkbox"/>	<p>(a) Not applicable. Satisfied by (b).</p> <p>(b) Compliant. Bushfire Report prepared by Scott Livingston of Livingston Natural Resource Services states that (b) is compliant.</p> <p>(c) Not applicable. Satisfied by (b).</p>
<p><b>A2</b></p> <p>In areas that are not serviced by reticulated water by the water corporation:</p> <p>(a) The TFS or an accredited person certifies that there is an insufficient increase in risk from bushfire to warrant provision of a water supply for fire fighting purposes;</p> <p>(b) The TFS or an accredited person certifies that a proposed plan of</p>		<p>(a) Not applicable. Satisfied by (b).</p> <p>(b) Compliant. Bushfire Report prepared by Scott Livingston of Livingston Natural Resource Services states that (b) is compliant.</p> <p>(c) Not applicable. Satisfied by (b).</p>

<p>subdivision demonstrates that a static water supply, dedicated to fire fighting, will be provided and located compliant with Table C13.5; or</p> <p>(c) A bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for fire fighting purposes is sufficient to manage the risks to property and lives in the event of a bushfire.</p>		
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**C15.0 Landslip Hazard Code**

CLAUSE	COMMENT	
C15.5 Use Standards		
C15.5.1 Use within a landslip hazard area	Not Applicable	Assessment
A1 No Acceptable Solution.	<input checked="" type="checkbox"/>	Not a critical, hazardous or vulnerable use.
A2 No Acceptable Solution.	<input checked="" type="checkbox"/>	Not a critical, hazardous or vulnerable use.
A3 No Acceptable Solution.	<input checked="" type="checkbox"/>	Not a critical, hazardous or vulnerable use.
A4 No Acceptable Solution.	<input checked="" type="checkbox"/>	Not a critical, hazardous or vulnerable use.

<b>C15.6 Development Standards for Buildings and Works</b>		
<b>C15.6.1 Building and works within a landslip hazard area</b>	Not Applicable	Assessment
<b>A1</b> No Acceptable Solution.	<input checked="" type="checkbox"/>	Not applicable. Proposal is for a subdivision. Refer to Clause C15.7.1 below.
<b>C15.6 Development Standards for Subdivision</b>		
<b>C15.7.1 Subdivision within a landslip hazard area</b>	Not Applicable	Assessment
<b>A1</b> Each lot, or a lot proposed in a plan of subdivision, within a landslip hazard area, must: <ul style="list-style-type: none"> <li>(a) be able to contain a building area, vehicle access, and services, that are wholly located outside a landslip hazard area;</li> <li>(b) be for the creation of separate lots for existing buildings;</li> <li>(c) be required for public use by the Crown, a council or a State authority; or</li> <li>(d) be required for the provision of Utilities.</li> </ul>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>(a) Non-compliant. Building areas, vehicle access and some services will be located in the landslip hazard area.</li> <li>(b) Refer to (a).</li> <li>(c) Not applicable. Not required for public use by the Crown, a council or State authority.</li> <li>(d) Not applicable. Not required for the provision of Utilities.</li> </ul> Refer to the "Issues" section of this report.

SPECIFIC AREA PLANS	NOT APPLICABLE	APPLICABLE
<b>CCO-S1.0 Forth Specific Area Plan</b>	<input checked="" type="checkbox"/>	
<b>CCO-S2.0 Leith Specific Area Plan</b>	<input checked="" type="checkbox"/>	
<b>CCO-S3.0 Penguin Specific Area Plan</b>	<input checked="" type="checkbox"/>	

<b>CCO-S4.0 Revell Lane Specific Area Plan</b>	<input checked="" type="checkbox"/>	
<b>CCO-S5.0 Turners Beach Specific Area Plan</b>	<input checked="" type="checkbox"/>	

CCO CODE LISTS	
<b>CCO-Table C3.1 Other Major Roads</b>	This table is not used in this Local Provisions Schedule.
<b>CCO-Table C6.1 Local Heritage Places</b>	This table is not used in this Local Provisions Schedule.
<b>CCO-Table C6.2 Local Heritage Precincts</b>	This table is not used in this Local Provisions Schedule.
<b>CCO-Table C6.3 Local Historic Landscape Precincts</b>	This table is not used in this Local Provisions Schedule.
<b>CCO-Table C6.4 Places or Precincts of Archaeological Potential</b>	This table is not used in this Local Provisions Schedule.
<b>CCO-Table C6.5 Significant Trees</b>	This table is not used in this Local Provisions Schedule.
<b>CCO-Table C8.1 Scenic Protection Areas</b>	Not applicable to this application.
<b>CCO-Table 8.2 Scenic Road Corridors</b>	This table is not used in this Local Provisions Schedule.
<b>CCO-Table C11.1 Coastal Inundation Hazard Bands AHD levels</b>	Not applicable to this application.
<b>CCO-Applied, Adopted or Incorporated Documents</b>	This table is not used in this Local Provisions Schedule.
<b>CCO-Site-Specific Qualifications</b>	This table is used in this Local Provisions Schedule.

*Issues –*

*1 Non dwelling development –*

As stated in the Planning Scheme's Clause 5.6.4, the planning authority may consider the relevant Objective in an applicable standard to determine whether a use or development satisfies the Performance Criterion for that standard.

The Objective for the Planning Scheme's Clause 10.5.1 states that all non-dwelling development:

- (a) is compatible with the streetscape;
- (b) is compatible with the form and scale of existing residential development; and
- (c) does not cause an unreasonable loss of amenity to adjoining properties.

The Planning Scheme's Acceptable Solution for Clause 10.5.1–(A2) states that a building that is not a dwelling, excluding protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage not less than 8m.

A building is defined under the *Land Use Planning and Approvals Act 1993*. The definition states *building* includes –

- (a) *a structure and part of a building or structure; and*
- (b) *fences, walls, out-buildings, service installations and other appurtenances of a building; and*
- (c) *a boat or a pontoon which is permanent moored or fixed to land.*

The proposal includes a 2.4m high noise barrier to be constructed along the entirety of the development site's frontage to Westella Drive and a portion of the Waverley Road frontage and a portion of the western side boundary. The noise barrier could be a fence or a fence and earth berm. Therefore, the application is discretionary and relies on an assessment against the applicable, mandatory Performance Criteria.



The Planning Scheme's Performance Criteria for Clause 10.5.1–(P2) states that the siting of a building that is not a dwelling must be compatible with the streetscape and character of development existing on established properties in the area, having regard to:

- (a) the topography of the site;

Planner's comments: The site, once land fill has been undertaken in accordance with requirements set out in the Landslide Risk Assessment by GeoTon Pty Ltd, would have a gentle slope down to Westella Drive, as shown on the indicative Change in Ground Level Plan by PDA Surveyors, Engineers & Planners (refer to Annexure 2).

- (b) the setbacks of surrounding buildings;

Planner's comments: Most single dwellings are setback from their respective road frontages. The proposed 2.4m high noise barrier is of similar height to a fence and would be similar to other noise barriers seen along Bass Highway.

- (c) the height, bulk and form of existing and proposed buildings;

Planner's comments: Apart from the 2.4m high noise barrier, there would be no other buildings on the site as part of this application. Any buildings currently on the site would be demolished.

- (d) the appearance when viewed from roads and public open space adjacent to the site; and

Planner's comments: The proposed 2.4m high noise barrier is of similar height to a fence. Furthermore, the noise barrier would be similar to other noise barriers seen along Bass Highway.

- (e) the safety of road users.

Planner's comments: The noise barrier was assessed in the Traffic Impact Assessment by Andrew Howell, who stated that it appears that there is no material impact on sight distance from the noise barrier location. However, the final location and alignment of the noise barrier should be confirmed through engineering design plans and also on the site prior to

construction, to ensure that the final location and alignment maintains appropriate sight distance for vehicles at the development site.

Conclusion: It is considered that the application has demonstrated compliance with the mandatory Performance Criterion in relation to non-dwelling development and setback from a frontage. Regarding the Objective for this Clause, it is considered that the application also demonstrates that the proposed noise barrier can satisfy each part of the Objective. The 2.4m noise barrier is of similar height to a fence and would be lower than adjoining single dwellings. Furthermore, there are several noise barriers located along Bass Highway similar to the one proposed at the development site. Therefore, no unreasonable loss of amenity to adjoining properties would occur.

## 2 *Lot design –*

The Objective for the Planning Scheme's Clause 10.6.1 states that each lot:

- (a) has an area and dimensions appropriate for use and development in the zone;
- (b) is provided with appropriate access to a road; and
- (c) contains areas which are suitable for residential development.

The Planning Scheme's Acceptable Solution for Clause 10.6.1–(A1)(a) states that each lot, or a lot proposed in a plan of subdivision, must have an area of not less than 1,500m<sup>2</sup>.

Proposed Lots 1, 2, 3, 4, 5, 6, 7, 8, 13, 14 and 15 would have a land area less than 1,500m<sup>2</sup>. Therefore, the application is discretionary and relies on an assessment against the applicable, mandatory Performance Criteria.

The Planning Scheme's Performance Criteria for Clause 10.6.1–(P1) states that each lot, or a lot proposed in a plan of subdivision, must have sufficient usable area and dimensions suitable for its intended use, having regard to:

- (a) the relevant requirements for development of buildings on the lots;

Planner's comments: All proposed lots are able to accommodate a 10m x 15m building area and provide connections to all reticulated services.

- (b) the intended location of buildings on the lots;

Planner's comments: All proposed lots are able to accommodate a 10m x 15m building area and provide connections to all reticulated services. The Plan of Subdivision by PDA Surveyors, Engineers & Planners (refer to Annexure 2), demonstrates that the 10m x 15m building area would be clear of the required setbacks in the Low Density Residential zone.

- (c) the topography of the site;

Planner's comments: The site, once land fill has been undertaken in accordance with requirements set out in the Landslide Risk Assessment by GeoTon Pty Ltd, would have a gentle slope down to Westella Drive, as shown on the indicative Change in Ground Level Plan by PDA Surveyors, Engineers & Planners (refer to Annexure 2).

- (d) adequate provisions of private open space;

Planner's comments: All proposed lots would have ample land area to accommodate adequate provisions of private open space.

- (e) the pattern of development existing on established properties in the area; and

Planner's comments: The Waverley Road area was previously zoned "Rural Living" under the *Central Coast Interim Planning Scheme 2013*. The land was rezoned in 2021, under the Central Coast Local Provisions Schedule (LPS), to be "Low Density Residential". The rezoning was supported, with the intent of encouraging a higher density of residential development in this area.

The subject subdivision is the first to be submitted to the Council since the rezoning of this area to Low Density

Residential. The subdivision lot sizes are consistent with the current zone, and do not reflect the existing larger 4,000m<sup>2</sup> lot sizes that were characteristic under the previous zoning of the area.

- (f) any constraints to development.

Planner's comments: The development site is subject to a landslip hazard overlay, consisting of both low and medium landslip. A Landslide Risk Assessment report, prepared by GeoTon Pty Ltd (a suitably qualified person) has assessed the proposed subdivision and landfill proposal. This report outlines several recommendations that must be adhered to during the development stage of the subdivision, to ensure a tolerable level of risk can be achieved regarding the landslip hazard overlay.

Adherence to this report will form part of a condition on the Permit and will also require a Part 5 Agreement. Refer to Condition Nos. 3, 4 and 10.

and must have an area not less than 1,200m<sup>2</sup>.

Planner's comments: Each proposed lot would have a land area greater than 1,200m<sup>2</sup>. Some proposed lots would have a land area just over the required 1,200m<sup>2</sup>.

Proposed land area for the lots being assessed under this Performance Criteria would be:

- . Lot 1 – 1,224m<sup>2</sup>.
- . Lot 2 – 1,202m<sup>2</sup>.
- . Lot 3 – 1,206m<sup>2</sup>.
- . Lot 4 – 1,201m<sup>2</sup>.
- . Lot 5 – 1,204m<sup>2</sup>.
- . Lot 6 – 1,224m<sup>2</sup>.
- . Lot 7 – 1,204m<sup>2</sup>.
- . Lot 8 – 1,244m<sup>2</sup>.
- . Lot 13 – 1,208m<sup>2</sup>.
- . Lot 14 – 1,217m<sup>2</sup>.
- . Lot 15 – 1,207m<sup>2</sup>.

A condition will be placed on the Permit, to ensure the Final Plan of Survey shows that all lots would have an area not less than 1,200m<sup>2</sup>. Refer to Condition No. 1.

The Planning Scheme's Acceptable Solution for Clause 10.6.1–(A2) states that each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve of Utilities, must have a frontage not less than 20m.

Proposed Lots 8, 9, 10, 11 and 17 would have a frontage less than 20m. Therefore, the application is discretionary and relies on an assessment against the applicable, mandatory Performance Criteria.

The Planning Scheme's Performance Criteria for Clause 10.6.1–(P2) states that each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use, having regard to:

- (a) the width of the frontage proposed, if any;

Planner's comments: All proposed lots would have a frontage to the new road lot. Frontage width ranges from 4.2m to 30.6m.

- (b) the number of other lots which has the land subject to the right of carriageway as their sole principal means of access;

Planner's comments: No right of carriageway is proposed.

- (c) the topography of the site;

Planner's comments: The site, once land fill has been undertaken in accordance with requirements set out in the Landslide Risk Assessment by GeoTon Pty Ltd, would have a gentle slope down to Westella Drive, as shown on the indicative Change in Ground Level Plan by PDA Surveyors, Engineers & Planners (refer to Annexure 2).

- (d) the functionality and useability of the frontage;

Planner's comments: The Road Authority are satisfied with the width of the frontages proposed. All frontages are able to

accommodate residential use. Frontages less than 20m would not result in any negative impacts in terms of functionality and useability.

- (e) the ability to manoeuvre vehicles on the site; and

Planner's comments: All proposed lots would have ample areas for vehicles to manoeuvre on the site, including to enter and egress the site.

- (f) the pattern of development existing on established properties in the area

Planner's comments: The surrounding Low Density Residential properties accommodate single dwellings and associated outbuildings. The width of frontages vary within the area.

and is not less than 3.6m wide.

Planner's comments: All proposed lots would have a frontage greater than 3.6m wide.

Conclusion: It is considered that the application has demonstrated compliance with the mandatory Performance Criterion in relation to lot design. Regarding the Objective for this Clause, it is considered that the application also demonstrates that each lot would have an area and dimensions appropriate for residential use and development; each lot would have sole access to the proposed new road lot; and subject to adherence to recommendations contained in the Landslide Risk Assessment report, each lot would contain an area suitable for residential development.

### 3 Roads –

The Objective for Clause 10.6.2 states that the arrangements of new roads within a subdivision provides:

- (a) the provision of safe, convenient and efficient connections to assist accessibility and mobility of the community;
- (b) the adequate accommodation of vehicular, pedestrian, cycling and public transport traffic;

- (c) the efficient ultimate subdivision of the entirety of the land and of surrounding land.

The Planning Scheme's Acceptable Solution for Clause 10.6.2-(A1) states that the subdivision includes no new roads.

The proposal includes a new road, being a cul-de-sac. Therefore, the application is discretionary and relies on an assessment against the applicable, mandatory Performance Criteria.

The Planning Scheme's Performance Criteria for Clause 10.6.2 states that the arrangement and construction of roads within a subdivision must provide an appropriate level of access, connectivity, safety, convenience and legibility for vehicles, pedestrians and cyclist, having regard to:

- (a) any relevant road network plan adopted by council;

Planner's comments: There are no Council road network plans for this area.

- (b) the existing and proposed road hierarchy;

Planner's comments: Both Westella Drive and Waverley Road are considered local roads. This will be the same for the proposed new road.

- (c) the need for connecting roads and pedestrian paths, to common boundaries with adjoining land, to facilitate future subdivision potential;

Planner's comments: The development site does not adjoin a large area of land suitable for future subdivision.

- (d) maximizing connectivity with the surrounding road, pedestrian, cycling and public transport networks;

Planner's comments: The proposed road lot will connect onto Waverley Road and subsequently other public transport networks. There are no pedestrian paths within this area.

- (e) minimising the travel distance between key destinations such as shops and services and public transport routes;

Planner's comments: The proposed road lot will connect onto Waverley Road and subsequently other public transport network, this includes shops and services.

- (f) access to public transport;

Planner's comments: The proposed road lot will connect onto Waverley Road and subsequently other public transport networks. There are no pedestrian paths within this area.

- (g) the efficient and safe movement of pedestrians, cyclists and public transport;

Planner's comments: The proposed road lot will connect onto Waverley Road and subsequently other public transport networks. There are no pedestrian paths within this area. The new road would have a pedestrian path which would be used by occupants of the proposed lots.

- (h) the need to provide for bicycle infrastructure on new arterial and collector roads in accordance with the *Guide to Road Design Part 6A: Paths for Walking and Cycling 2016*;

Planner's comments: New road lot would be a local road and not a new arterial or collector road.

- (i) the topography of the site; and

Planner's comments: The site, once land fill has been undertaken in accordance with requirements set out in the Landslide Risk Assessment by GeoTon Pty Ltd, would have a gentle slope down to Westella Drive, as shown on the indicative Change in Ground Level Plan by PDA Surveyors, Engineers & Planners (refer to Annexure 2).

- (j) the future subdivision potential of any balance lots on adjoining or adjacent land.

Planner's comments: The development site does not adjoin and is not adjacent to a large area of land suitable for future subdivision.



Conclusion: It is considered that the application has demonstrated compliance with the mandatory Performance Criterion in relation to the proposed new road. Regarding the Objective for this Clause, the proposal has demonstrated compliance with each aspect of this Objective. The proposed road lot will connect onto Waverley Road and subsequently other public transport networks. There are no pedestrian paths within this area. Furthermore, the development site does not adjoin or is not adjacent to another larger parcel of land suitable for subdivision that requires connectivity to this subdivision.

4 *C3.0 Road and Railway Assets Code –*

The Objective for the Planning Scheme's Clause C3.7.1 states to minimise the effects of noise, vibration, light and air emissions on lots for sensitive uses within a road or railway attenuation area, from existing and future major roads and the rail network.

The Planning Scheme's Acceptable Solution for Clause C3.7.1 states that a lot, or a lot proposed in a plan of subdivision, intended for a sensitive use must have a building area for the sensitive use that is not within a road or railway attenuation area.

The building areas shown on some of the proposed lots would be within 50m of Bass Highway. Therefore, the application is discretionary and relies on an assessment against the applicable, mandatory Performance Criteria.

The Planning Scheme's Performance Criteria for Clause C3.7.1–(P1) states that a lot, or a lot proposed in a plan of subdivision, intended for sensitive uses within a road or railway attenuation area, must be sited, designed or screened to minimise the effects of noise, vibration, light and air emissions from the existing or future major road or rail network, having regard to:

- (a) the topography of the site;

Planner's comments: The site, once land fill has been undertaken in accordance with requirements set out in the Landslide Risk Assessment by GeoTon Pty Ltd, would have a gentle slope down to Westella Drive, as shown on the indicative Change in Ground Level Plan by PDA Surveyors, Engineers & Planners (refer to Annexure 2).

- (b) any buffers created by natural or other features;

Planner's comments: Westella Drive and a strip of established mature vegetation form a buffer between the development site and Bass Highway. Furthermore, as part of the assessment for the Planning Scheme's *C9.0 Attenuation Code*, a noise report was undertaken by a suitably qualified person. It is recommended in this assessment that a noise barrier be constructed across the development site's frontage to Westella Drive and a portion of the frontage to Waverley Road and a portion of the western side boundary. The noise barrier would be 2.4m high and be either a fence structure or a fence and earth berm. This will create a form of buffer to the building areas that would be within 50m to Bass Highway.

- (c) the location of existing or proposed buildings on the site;

Planner's comments: Apart from the 2.4m high noise barrier, there would be no other buildings on the site. Any buildings currently on the site would be demolished.

- (d) the frequency of use of the rail network;

Planner's comments: The development site is not within the rail network attenuation area.

- (e) the speed limit and traffic volume of the road;

Planner's comments: Bass Highway has a speed limit of 110km/hr. The development site does not have direct access to Bass Highway.

- (f) any noise, vibration, light and air emissions from the rail network or road;

Planner's comments: The development site is not within the rail network attenuation area. There are existing buffers and a proposed noise barrier that would separate the proposed lots from Bass Highway. Furthermore, the design of a future dwelling would need to accommodate methods for minimising noise, vibration, light and air emissions.

- (g) the nature of the road;

Planner's comments: Bass Highway is a State Highway. The development site does not have direct access to Bass Highway.

- (h) the nature of the intended uses;

Planner's comments: Proposal is for a Residential subdivision. Residential Use exists in the area.

- (i) the layout of the subdivision;

Planner's comments: The layout of the subdivision would result with some proposed building areas within 50m of the Bass Highway attenuation area. All other lots would accommodate building areas outside the road attenuation area.

- (j) the need for the subdivision;

Planner's comments: Subdivision would occur on a large Low Density Residential zone parcel of land surrounded by established residential areas.

- (k) any traffic impact assessment;

Planner's comments: The application included a Traffic Impact Assessment prepared by Andrew Howell. This report provided an assessment against this Code and concluded that the application can satisfy the applicable Performance Criteria.

- (l) any mitigating measures proposed;

Planner's comments: A condition will be placed on the Permit in relation to any building areas within the 50m of Bass Highway attenuation area. These lots must be subject to a Part 5 Agreement acknowledging the proximity to Bass Highway and the need to accommodate additional methods for minimising noise, vibration, light and air emissions with buildings for a sensitive use. Refer to Condition No. 4.

- (m) any recommendations from a suitably qualified person for mitigation of noise; and

Planner's comments: As part of the assessment for the Planning Scheme's *C9.0 Attenuation Code*, a noise report was undertaken by a suitably qualified person. It is recommended in this assessment that a noise barrier be constructed across the development site's frontage to Westella Drive and a portion of the frontage to Waverley Road and a portion of the western side boundary. The noise barrier would be 2.4m high and be either a fence structure or a fence and earth berm. This will create a buffer to the building areas that would be within 50m to Bass Highway.

- (n) any advice received from the rail or road authority.

Planner's comments: As stated in the Traffic Impact Assessment, consideration by Department of State Growth concluded that the proposed subdivision presented no major issues that were foreseen.

Conclusion: It is considered that the application has demonstrated compliance with the mandatory Performance Criterion in relation to the proximity of some lots to Bass Highway. Regarding the Objective for this Clause, a condition will be placed on the Permit in relation to any building areas within 50m of the Bass Highway attenuation area. These lots must be subject to a Part 5 Agreement acknowledging the proximity to Bass Highway and the need accommodate additional methods for minimising noise, vibration, light and air emissions with buildings for a sensitive use.

## 5 *C9.0 Attenuation Code -*

The Objective for the Planning Scheme's Clause C9.5.2 states to provide for subdivision so that a lot intended for a sensitive use:

- (a) is located to avoid an activity with potential to cause emissions and enable appropriate levels of amenity; and
- (b) does not conflict with, interfere with or constrain an existing activity with potential to cause emissions.

The Planning Scheme's Acceptable Solution for Clause C9.6.1-(A1)(c) states that each lot, or a lot proposed in a plan of subdivision, within

an attenuation area must not be for the creation of a lot intended for a sensitive use.

All proposed lots would be for residential use, which is a sensitive use and would be within the attenuation area for activities associated with Agricultural produce processing works, Crematoria and Pre-mix bitumen plant. Therefore, the application is discretionary and relies on an assessment against the applicable, mandatory Performance Criteria.

The Planning Scheme's Performance Criteria for Clause C9.6.1-(P1) states that each lot, or a lot proposed in a plan of subdivision, within an attenuation area must not result in the potential for a sensitive use to be impacted by emissions, having regard to:

- (a) the nature of the activity with the potential to cause emissions, including:
  - (i) operational characteristics of the activity;
  - (ii) scale and intensity of the activity; and
  - (iii) degree of emissions from the activity; and
- (b) the intended use of the lot.

Planner's comments: The application was accompanied with an Industry Noise Intrusion Assessment that was prepared by Alpha Acoustics – Matthew Fishburn (a suitably qualified person). The assessment was undertaken in relation to any potential impacts on the proposed residential subdivision. An on-site survey was conducted which encompassed measured noise from the Bass Highway and Industry noise (refer to Noise Intrusion Assessment in Annexure No. 2 for further details). The noise survey revealed that the noise environment was dominated by emissions from the Bass Highway with industry noise audible during breaks in traffic. The report concluded that the existing noise intrusion levels comply with the industry noise code provided a noise barrier is constructed as shown in Section 4 of the report.

Conclusion: It is considered that the application has demonstrated compliance with the mandatory Performance Criterion in relation to the Attenuation Code. The supporting Industry Noise Intrusion Assessment was prepared by suitably qualified person. Adherence to the report's recommendations will be a condition on the Permit.

6      *C15.0 Landslip Hazard Code –*

The Objective for the Planning Scheme's Clause C15.7.1 states that subdivision within a landslip hazard area does not create an opportunity for use or development that cannot achieve a tolerable level of risk from landslip.

The Planning Scheme's Acceptable Solution for Clause 15.7.1–(A1) states that each lot, or a lot proposed in a plan of subdivision, within a landslip hazard area, must (a) be able to contain a building area, vehicle access, and services, that are wholly located outside hazard area; and (b) be for the creation of separate lots for existing buildings.

Building areas, vehicle access and some services will be located in the landslip hazard area. Furthermore, there are no existing buildings on the site forming part of the application. Therefore, the application is discretionary and relies on an assessment against the applicable, mandatory Performance Criteria.

The Planning Scheme's Performance Criteria for Clause C15.7.1–(P1) states that each lot, or a lot proposed in a plan of subdivision, within a landslip hazard area must not create an opportunity for use or development that cannot achieve a tolerable risk from landslip, having regard to:

- (a) any increase in risk from a landslip for adjacent land;
- (b) the level of risk to use or development arising from an increased reliance on public infrastructure;
- (c) the need to minimise future remediation works;
- (d) any loss of substantial compromise, by a landslip, of access to the lot on or off site;
- (e) the need to locate building areas outside the landslip hazard area;
- (f) any advice from a State authority, regulated entity or a council; and
- (g) the advice contained in a landslip hazard report.

Planner's comments: The application was accompanied with a Landslide Risk Assessment that was prepared by Geoton Pty Ltd – Tony Barriera (a suitably qualified person). This report includes a comprehensive section regarding discussions, findings and specific recommendations. These include dam decommissioning; selected fill placement and compaction; building for requirements for Lots 11, 12, 13, 14, 15 and 16; outcomes for the remainder of the site; cut and fill; drainage; erosion control and any limitations. This report addressed this Performance Criteria and concluded that a tolerable level of risk can be achieved for the proposed lots including infrastructure and roadworks within the subdivision, provided the works of the site is in accordance with the recommendations and specific hazard reductions or protection measures outlined in Sections 7.2 to 7.6. Refer to Annexure No. 2 to read this report.

Adherence to this report will form part of a condition on the Permit and will also require a Part 5 Agreement. Refer to Condition Nos. 3, 4 and 10.

Conclusion: It is considered that the application has demonstrated compliance with the mandatory Performance Criterion in relation to the Landslip Hazard Code. The supporting Landslip report was prepared by suitably qualified person. Adherence to this report and the recommendation will be a condition on the Permit.

7 *Local Government (Building and Miscellaneous Provisions) Act 1993 (LGBMP) –*

Section 84 of The *Local Government (Building and Miscellaneous Provisions) Act 1993 (LGBMP)* provides that a Council does not approve a subdivision where lots do not have the qualities of a minimum lot, any lots smaller than required in a Planning Scheme, or works involving drainage to a drain or culvert belonging to a State road, without State authority.

In this case, the proposal has demonstrated that all lots can satisfy the Planning Scheme's lot size requirement either under the Acceptable Solution or Performance Criteria.

Section 85 of the LGBMP provides the Council with power to refuse a subdivision where roads would not be satisfactory, drainage would not be satisfactory, land is not suitable for effluent disposal, site or layout would make servicing unduly expensive, the layout should be altered

to include or omit various matters including blind roads, access to the rear of lots, littoral and riparian reserves, preservation of trees and shrubs, and whether adjoining land should be included in the subdivision.

All lots proposed would connect to reticulated services and have access to the road network.

It is considered that the requirements of the LGBMP have been satisfied.

*8 Public Open Space Contribution –*

Section 116 of the LGBMP allows the Council to secure Public Open Space (POS) in a subdivision. The circumstances of when and where, and the form of Public Open Space is to be required, are provided for in the Council's *Public Open Space Contributions Policy 2019*.

The Council's *Public Open Space Contributions Policy 2019* requires a contribution for any residential subdivision where new lots are created. This is either by way of land, where there is a deficiency of public open space, or by a cash-in-lieu payment. In this instance, there is no land required to be taken for Public Open Space.

In accordance with the Policy, a 5% cash in lieu of Public Open Space must be applied to the unimproved value of new lots, where the land is Low Density Residential Zone. The unimproved value of each new lot is to be determined by a registered land valuer.

*Referral advice –*

Referral advice from the various Departments of the Council and other service providers is as follows:

SERVICE	COMMENTS/CONDITIONS
Environmental Health	Referral not required.
Building	Standard Note to apply to Permit.
Infrastructure Services	Conditions and Notes to apply to Permit.



TasWater	Submission to Planning Authority Notice provided. Refer to Annexure No. 5.
Department of State Growth	Referral not required.
Environment Protection Authority	Referral not required.
TasRail	Referral not required.
Heritage Tasmania	Referral not required.
Crown Land Services	Referral not required.
Other	Referral not required.

*CONSULTATION*

In accordance with s.57(3) of the *Land Use Planning and Approvals Act 1993*:

- . a site notice was posted;
- . letters to adjoining owners were sent; and
- . an advertisement was placed in the Public Notices section of The Advocate.

*Representations –*

Two representations were received during the public notification period. A copy of each is provided at Annexure 3.

The representations are summarised and responded to as follows:

REPRESENTATION 1	
MATTER RAISED	RESPONSE
1 Noise and vibration from trucks within close proximity to Lots 1, 16 and 17.  It is stated that dwellings on the above lots would be subject	Noise and vibration have been assessed, as required by the Planning Scheme in relation to Bass Highway and <i>C9.0 Attenuation Code</i> .

<p>to noise and vibration particularly from trucks going and leaving the quarry.</p>	<p>The development site was not within the attenuation distance for activities associated with the Quarry.</p> <p>A recommendation as outlined in the Noise Report, is for a noise barrier to be constructed along the development site's frontage to Westella Drive and a portion of the Waverley Road frontage and a portion of the western side boundary.</p> <p>Even though this would not include Lots 16 and 17, any future buildings proposed for these lots could also incorporate further mitigation measures. This would be to the discretion of the owner(s) of the lots.</p>
<p>2 Risk of life and damage to property on Lots 1, 2 16 and 17.</p> <p>It is stated that the representor has witness a rear wheel come off a truck and bounce over a fence, only just missing the sheds on the development site. Other incidents have occurred as well.</p> <p>Evidence provided of other accidents within Tasmanian that has occurred from trucks.</p> <p>Developer should install a concrete block similar to one along Old Surrey Road (Burnie).</p>	<p>Lots 1, 2, 16 and 17 are lots that would be closest to Waverley Road.</p> <p>While these concerns are acknowledged, a Traffic Impact Assessment was prepared by a suitably qualified person. This report made some recommendations in relation to sight distances, but concluded that traffic aspects associated with the development are likely to meet the requirements for traffic safety and service, and any potential for adverse effect on the existing traffic situation is unlikely based on relevant standards and guidelines noted.</p>

<p>3 False existing block size claims.</p>	<p>The Waverley Road area was previously zoned “Rural Living” under the <i>Central Coast Interim Planning Scheme 2013</i>.</p> <p>The land was rezoned in 2021, under the Central Coast Local Provisions Schedule (LPS), to be “Low Density Residential”. The rezoning was supported, with the intent of encouraging a higher density of residential development in the Waverley Road area.</p> <p>The subject subdivision is the first to be submitted to Council since the rezoning of this area to Low Density Residential.</p> <p>The subdivision lot sizes are consistent with the current zoning and do not reflect the larger 4,000m<sup>2</sup> lot sizes that were characteristic under the previous zoning of the area.</p>
<p>4 Little efforts to have blocks meet the 1,500m<sup>2</sup> Planning Scheme requirement.</p>	<p>Proposal is for 17 residential lots. Eleven of the proposed lots would have a land area less than 1,500m<sup>2</sup>.</p> <p>Eight of those 11 lots are proposed on the northern side of the development site which is clear of any landslip hazards.</p> <p>Refer to Issue No. 2 for assessment regarding lot size.</p>
<p>5 Footpaths and cyclist access.  Developer needs to meet today’s zoning expectations of footpaths that join up with neighbouring areas.</p>	<p>There are no Planning Scheme requirements for the developer to provide for footpaths and cyclist access.</p> <p>The proposed road lot would have a footpath.</p>

<p>The Council and developer are at legal risk as they have been informed of near misses between pedestrians and vehicles travelling on Waverley Road.</p>	<p>Below comments are from the Council, acting as a Road Authority:</p> <p><i>“As per the application, no footpath exists in the vicinity. There will not be the need to facilitate footpaths and cyclists as part of this subdivision.”</i></p>
<p>6 Landslip assessment done at the driest time of the year.</p>	<p>The Planning Scheme’s <i>C15.0 Landslip Hazard Code</i> must be addressed by a suitably qualified person.</p> <p>A suitably qualified person, as defined by the Planning Scheme, <i>means a person who can adequately demonstrate relevant tertiary qualifications (or equivalent) and experience in a recognised field of knowledge, expertise or practice with direct relevance to the matter under consideration.</i></p> <p>A report prepared by Tony Barriera of GeoTon Pty Ltd formed part of the application. Mr Barriera is a suitably qualified person who has addressed the proposal against the Planning</p> <p>Scheme’s <i>C15.0 Landslip Hazard Code</i>.</p> <p>Refer to Issue No. 2 for assessment regarding this Code.</p>
<p>7 Traffic accidents and risk to Lots 9 and 10.</p> <p>Traffic Report does not consider near misses. Personal experience from the representor is that they have experienced near misses onto Waverley Road.</p>	<p>While these concerns are acknowledged, a Traffic Impact Assessment was prepared by a suitably qualified person. This report made some recommendations in relation to sight distances, but concluded that traffic aspects associated with the</p>

<p>No mention in the TIA regarding vehicle accidents.</p>	<p>development are likely to meet the requirements for Traffic Safety and Service, and any potential for adverse effect on the existing traffic situation is unlikely based on relevant standards and guidelines noted.</p>
<p>8 Development should be assessed against the Natural Assets Code.</p>	<p>The Planning Scheme's <i>C7.0 Natural Assets Code</i> applies to subdivision in the Low Density Residential zone, only if a development site is subject to either a priority vegetation overlay or a watercourse buffer area.</p> <p>The development site is not subject to either.</p>
<p>REPRESENTATION 2</p>	
<p>1 Only 6 of the 17 lots meet the requirements of the Low Density Residential Zone.</p>	<p>Proposal is for 17 residential lots. Eleven of the proposed lots would have a land area less than 1,500m<sup>2</sup>.</p> <p>Eight of those 11 lots are proposed on the northern side of the development site which is clear of any landslip hazards.</p> <p>Refer to Issue No. 2 for assessment regarding lot size.</p>
<p>2 Design of the cul-de-sac offers very little off-street parking which would see vehicles parking to Waverley Road and possibly Westella Drive.</p> <p>Waverley Road and Westella Drive are subject to quite heavy traffic due to the quarry and trucks. Several negative incidents with trucks over the years such as brake failure,</p>	<p>The proposal is for a subdivision. This includes a new road lot designed as a cul-de-sac. Each lot, as assessed under Issue No. 2 above, has sufficient land area to accommodate buildings and car parking provisions, as per the Planning Scheme.</p> <p>Below are comments from the Council, acting as a Road Authority:</p>

	<p>trucks losing traction on the bend trucks losing load of rocks.</p> <p>Australia Post consider it so dangerous they refuse to deliver mail on the hill.</p> <p>Waverley Road and Kimberleys Road also host significant traffic in the cherry season.</p>	<p><i>"The size and zoning of the proposed residential lots would allow for various parking layouts, as required by the Planning Scheme for each individual lot."</i></p>
3	<p>Parking in Waverley Road and Westella Drive would therefore cause a problem in the local area.</p> <p>This is evident during popular fishing days at the Fromberg's Dam that causes severe congestion to that part of Waverley Road and Westella Drive.</p>	<p>The proposal would provide for a residential subdivision creating 17 lots and a road lot. Each lot would have ample areas to accommodate car parking provisions associated with any future development.</p> <p>Below comments are from the Council, acting as a Road Authority:</p> <p><i>"Westella Drive and Waverley Road are Public Road. Unless there are "No Stopping" signs; "No parking Signs"; or lines in place, parking on both streets is lawful."</i></p>
4	<p>Waverley Road is in generally poor condition and has no defined road shoulders and no lay-bys for vehicles to move over and make way for bigger vehicles in the event of road congestion at peak periods.</p>	<p>Below comments are from the Council, acting as a Road Authority:</p> <p><i>"As per the Traffic Impact Assessment report, traffic service for the proposed development is believed to be adequate. This assessment included an analysis regarding the existing infrastructure (capacity, turning gaps, etc.), based on the relative traffic volumes anticipated by the proposed subdivision."</i></p>
5	<p>Pedestrian safety is an issue already on Waverley Road and Westella Drive. Neither has a footpath. We accepted this</p>	<p>Below comments are from the Council, acting as a Road Authority:</p>

<p>poor design when the area was zoned Rural Living, but feel that is below standard for its current Low Density Residential Zone.</p> <p>Feel pedestrian traffic in the area has been overlooked and needs to be addressed as a matter of importance.</p>	<p><i>“Currently there is no dedicated footpath for pedestrian access and only informal cycle access near to the site. As a Low Density Residential subdivision, no changes to pedestrian or cycling links are proposed or required.”</i></p>
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*RESOURCE, FINANCIAL AND RISK IMPACTS*

The proposal has no likely impact on Council resources outside those usually required for assessment and reporting, and possible costs associated with an appeal against the Council’s determination should one be instituted.

*CORPORATE COMPLIANCE*

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

The Environment and Sustainable Infrastructure

- Develop and manage sustainable built infrastructure.

*CONCLUSION*

The representations received do not warrant refusal or modification of the proposed development for subdivision incorporating land fill to create 17 residential lots. The proposal has demonstrated satisfactory compliance with the Planning Scheme’s relevant Performance Criteria.

It is considered that the proposed development for subdivision is suitable for the development site subject to specific requirements being undertaken as per expert reports (Landslide Risk Assessment, Industry Noise Intrusion Assessment and Traffic Impact Assessment).

The grant of a Permit, subject to conditions, is considered to be justified.

*Recommendation –*

It is recommended that the application for Subdivision incorporating land fill to create 17 residential lots – Non dwelling development; Lot design; Roads and Reliance on *C3.0 Road and Railway Assets Code, C9.0 Attenuation Code*

and *C15.0 Landslip Hazard Code* at 2 Waverley Road, Ulverstone (DA2022159) be approved, subject to the following conditions:

- 1 The development must be substantially in accordance with the plans by PDA Surveyors, Engineers & Planners, Job No. 48523, Drawing No. DA 1 A (2 sheets), Revision No. A dated 23 June 2022 and Drawing No. DA 2 dated 6 April 2022.

In this regard, all lots must have an area not less than 1,200m<sup>2</sup>.

- 2 The development must be in accordance with the conditions of TasWater's Submission to Planning Authority Notice, Reference No. TWDA 2022/00916-CC dated 21 June 2022.
- 3 The development must be in accordance with the recommendations contained in the Landslide Risk Assessment by GeoTon Pty Ltd, Reference No. GL2203Ab, Revision No. A dated 22 June 2023.
- 4 As part of the sealing of the Final Plan of Survey, the following Part 5 Agreements, in accordance with section 71 of the *Land Use Planning and Approvals Act 1993*, must be submitted:
  - (a) Lots 11 and 12 & 13 to 16 must identify recommendations outlined in Section 7 of the Landslide Risk Assessment by GeoTon Pty Ltd, Reference No. GL2203Ab, Revision No. A dated 22 June 2023.
  - (b) Any sensitive use within the 50m attenuation area for the Bass Highway must accommodate design methods for minimising noise, vibration, light and air emissions.
  - (c) All lots acknowledge they are within the attenuation area for activities associated with Agricultural produce processing works, Crematoria and Pre-mix bitumen plant. Any sensitive use on these lots must accommodate design methods for minimising noise, vibration, light and air emissions.
- 5 The development must be in accordance with the Bushfire Hazard Management Plan by Scott Livingston of Livingston Natural Resource Services dated 21 March, including Certificate No. SR22/15S.
- 6 The development must be in accordance with the recommendations contained in the Traffic Impact Assessment Report by Andrew Howell, Revision No. B2 dated April 2023.



- 7 The development must be in accordance with the recommendations contained in the Industry Noise Intrusion Assessment by Alpha Acoustics dated 21 February 2023.

In this regard, the noise barrier must be constructed prior to the sealing of the Final Plan of Survey. The final location and alignment of the noise barrier should be confirmed through engineering design plans and also on the site prior to construction, to ensure that the final location and alignment maintains appropriate sight distance for vehicles at the development site. The noise barrier must remain intact, and cannot be removed or modified to facilitate access from Westella Drive or for any other purpose.

- 8 Demolition materials and soils must be disposed of to an approved landfill site.
- 9 A cash-in-lieu of Public Open Space contribution of 5% of the unimproved value of all proposed lots must be paid prior to the sealing of the Final Plan of Survey. The value of the lots must be determined by a registered valuer.
- 10 Prior to the sealing of the Final Plan of Survey, a statement must be provided to the Council by the following respective Author:
  - (a) all works have been undertaken in accordance with the recommendations contained in the Landslide Risk Assessment by GeoTon Pty Ltd, Reference No. GL2203Ab, Revision No. A dated 22 June 2023; and
  - (b) all works have been undertaken in accordance with the recommendations contained in the Industry Noise Intrusion Assessment by Alpha Acoustics dated 21 February 2023; and
  - (c) all works have been undertaken in accordance with the recommendations contained in the Traffic Impact Assessment by Andrew Howell, Revision No. B2 dated April 2023.
- 11 Execution of the Part 5 Agreements, including drafting and registration of the Agreements against the respective Titles, must be at the developer's expense.

Infrastructure Services

- 12 Road and associated infrastructure to connect with Waverley Road, must be provided to the Council, in accordance with the Tasmanian Standard Drawings for approval by the Council's Director Infrastructure Services. This must include, but no limited to:
  - (a) minimum width of road and road reservation as per Tasmanian Standard Drawing *TSD-R06-v3 Urban Roads - Typical Section and Pavement Widths*;
  - (b) a 1.5m wide concrete footpath, on at least one side of the proposed road, in accordance with the Tasmanian Standard Drawing *TSD-R11-v3 Urban Roads Footpaths*;
  - (c) the proposed cul-de-sac must be in accordance with Tasmanian Standard Drawing *TSD-R08-v3 Typical Cul-de-sac Details - Urban and Rural*;
  - (d) reinforced concrete vehicular crossover and driveway apron to each lot, in accordance with Tasmanian Standard Drawing *TSD-R14-v3 Urban Roads - Approved Concrete Kerbs and Channels Profile Dimensions*; and
  - (e) the driveway aprons for all lots must be constructed in accordance with the Tasmanian Standard Drawing *TSD-R09-v3 Urban Roads - Driveways*, in a plain concrete finish, at the developer's cost.
- 13 Access to lots 1 to 17 must be constructed on the proposed cul-de-sac road, using standard minimum 3.6 m wide access kerb crossovers and driveways in accordance with Tasmanian standard drawings. Location must be as shown on the Plan of Subdivision by PDA Surveyors, Engineers & Planners, Job No. 48523, Drawing No. DA 1 A (2 sheets), Revision No. A dated 23 June 2022.
- 14 Sight triangle areas adjacent to the driveway access must be kept clear of obstructions to visibility, in accordance with the Tasmanian Standard Drawing *TSD-RF-01-v3 Guide to Intersection and Domestic Access Sight Distance Requirements*.
- 15 The road pavement must be extended from the existing edge of bitumen to the new kerb matching the existing crossfall and allow for smooth transition. The pavement depths and base courses must

comply with Tasmanian Standard Drawing *TSD-R06-v3 Urban Roads – Typical Section and Pavement Widths*.

- 16 Prior to commencement of works, kerb and access drawings, including kerb crossover, driveway apron and road pavement must be designed by a suitably qualified person and submitted for approval by the Council's Director Infrastructure Services.
- 17 A new underground stormwater connection to the Council's underground stormwater infrastructure must be provided to service each lot, unless it can be demonstrated to the satisfaction of the Council's Director Infrastructure Services, that a lot is already suitably connected to the Council's stormwater system.
- 18 Stormwater drainage and associated infrastructure must be provided in accordance with the Tasmanian Standard Drawings, unless otherwise required or approved by the Council's Director Infrastructure Services.
- 19 Prior to commencement of works, the detailed design of a stormwater management system for the proposed lots, designed by a suitably qualified person, must be submitted for approval by the Council's Director Infrastructure Services. This must include:
  - (a) the design of stormwater detention system as per *Council's Stormwater Detention Policy 2022* for proposed lots;
  - (b) a downstream analysis to be undertaken on any stormwater system into which stormwater discharges from the subdivision considering the extreme rainfall events, as mentioned in Council's *Stormwater Detention Policy 2022*;
  - (c) any stormwater system in which the downstream analysis has indicated that there is a lack of capacity to adequately cope with the additional stormwater discharge from the subdivision must be upgraded, relative to the scenarios detailed above; and
  - (d) the proposal, based on the above analysis, must be for stormwater detention system or upgrade of downstream stormwater system or the combination of both.
- 20 Stormwater management must be carried out as per recommendations in the Concept Stormwater Management Plan by PDA Surveyors, Engineers & Planners, Reference No. 48523AE dated 24 October 2022.

- 21 As per recommendation in the Traffic Impact Assessment Report by Andrew Howell, Revision No. B2 dated April 2023, removal of vegetation is required due to limited sight distance looking right when exiting the proposed new road.

In this regard, the developer must liaise with Council's Parks/Recreation Officer to discuss appropriate tree species, planting and location for revegetation of the Waverley Road/Westella Drive road reservation, with a number of advanced trees in-lieu of the vegetation. Contact can be made on 6429 8974.

- 22 Appropriate easements must be established over any Council stormwater infrastructure.
- 23 During works and until all exposed soil areas are permanently stabilised against erosion, the developer must minimise on-site erosion and the release of sediment or sediment laden stormwater from the site and work areas in accordance with the 'Soil and Water Management on Standard Building and Construction Sites – Fact Sheet 2' published by the Environment Protection Authority.
- 24 Prior to sealing of the Final Plan of Survey, the developer must complete all infrastructure services works and provide the Council with evidence of completed works, including as-constructed drawings.
- 25 All works or activity listed above must be at the developer's cost.
- 26 All works or activity listed above must be completed to the satisfaction of Council's Director Infrastructure Services.

Please Note:

- 1 A Planning Permit remains valid for two years. If the use and/or development has not substantially commenced within this period, an extension may be granted if a request is made before this period expires. If the Permit lapses, a new application must be made.
- 2 "Substantial commencement" is the submission and approval of engineering drawings and the physical commencement of infrastructure works on the site, or an arrangement of a Private Works Authority or bank guarantee to undertake such works.
- 3 Prior to the commencement of work, the applicant is to ensure that the category of work for any proposed building, plumbing and/or

demolition work is defined using the Determinations issued under the *Building Act 2016* by the Director of Building Control. Any notifications or permits required in accordance with the defined category of work must be attained prior to the commencement of work. It is recommended the Council's Building Permit Authority or a Building Surveyor be contacted should clarification be required.

- 4 When a Final Plan of Survey is lodged with Council for sealing, the developer is to also submit a list of three preferred road names for consideration by the Council. Road names are to be in accordance with the *Place Names Act 2020* and the *Tasmanian Place Naming Guidelines*.
- 5 Prior to commencement of works in the road reservation, the developer must obtain a "Works in Road Reservation (Permit)".
- 6 Prior to commencement of works, the developer must submit an application for 'Roadworks Authority' (or a 'Private Works Authority'). Roadworks Authority rates as listed in the Council's Fees and Charges register apply.
- 7 Works associated with roads, stormwater infrastructures, footpaths, kerb and channel, nature strips or street trees must be undertaken by the Council, unless alternative arrangements are approved by the Council's Director Infrastructure Services, at the developer's cost.'

The report is supported."

The Executive Services Officer reported as follows:

"A copy of the Annexures referred to in the Town Planner's report have been circulated to all Councillors."

■ Cr Carpenter moved and Cr Beswick seconded, "That the application for Subdivision incorporating land fill to create 17 residential lots – Non dwelling development; Lot design; Roads and Reliance on *C3.0 Road and Railway Assets Code*, *C9.0 Attenuation Code* and *C15.0 Landslip Hazard Code* at 2 Waverley Road, Ulverstone (DA2022159) be approved, subject to the following conditions:

- 1 The development must be substantially in accordance with the plans by PDA Surveyors, Engineers & Planners, Job No. 48523, Drawing No. DA 1 A (2 sheets), Revision No. A dated 23 June 2022 and Drawing No. DA 2 dated 6 April 2022.

In this regard, all lots must have an area not less than 1,200m<sup>2</sup>.

- 2 The development must be in accordance with the conditions of TasWater's Submission to Planning Authority Notice, Reference No. TWDA 2022/00916-CC dated 21 June 2022.
- 3 The development must be in accordance with the recommendations contained in the Landslide Risk Assessment by GeoTon Pty Ltd, Reference No. GL2203Ab, Revision No. A dated 22 June 2023.
- 4 As part of the sealing of the Final Plan of Survey, the following Part 5 Agreements, in accordance with section 71 of the *Land Use Planning and Approvals Act 1993*, must be submitted:
  - (a) Lots 11 and 12 & 13 to 16 must identify recommendations outlined in Section 7 of the Landslide Risk Assessment by GeoTon Pty Ltd, Reference No. GL2203Ab, Revision No. A dated 22 June 2023.
  - (b) Any sensitive use within the 50m attenuation area for the Bass Highway must accommodate design methods for minimising noise, vibration, light and air emissions.
  - (c) All lots acknowledge they are within the attenuation area for activities associated with Agricultural produce processing works, Crematoria and Pre-mix bitumen plant. Any sensitive use on these lots must accommodate design methods for minimising noise, vibration, light and air emissions.
- 5 The development must be in accordance with the Bushfire Hazard Management Plan by Scott Livingston of Livingston Natural Resource Services dated 21 March, including Certificate No. SR22/15S.
- 6 The development must be in accordance with the recommendations contained in the Traffic Impact Assessment Report by Andrew Howell, Revision No. B2 dated April 2023.
- 7 The development must be in accordance with the recommendations contained in the Industry Noise Intrusion Assessment by Alpha Acoustics dated 21 February 2023.

In this regard, the noise barrier must be constructed prior to the sealing of the Final Plan of Survey. The final location and alignment of the noise barrier must be confirmed through engineering design plans and also on the site prior to construction, to ensure that the final location and alignment maintains appropriate sight distance for vehicles at the development site. The noise barrier must remain intact, and cannot be removed or modified to facilitate access from Westella Drive or for any other purpose.

- 8 Demolition materials and soils must be disposed of to an approved landfill site.
- 9 A cash-in-lieu of Public Open Space contribution of 5% of the unimproved value of all proposed lots must be paid prior to the sealing of the Final Plan of Survey. The value of the lots must be determined by a registered valuer.
- 10 Prior to the sealing of the Final Plan of Survey, a statement must be provided to the Council by the following respective Author:
  - (a) all works have been undertaken in accordance with the recommendations contained in the Landslide Risk Assessment by GeoTon Pty Ltd, Reference No. GL2203Ab, Revision No. A dated 22 June 2023; and
  - (b) all works have been undertaken in accordance with the recommendations contained in the Industry Noise Intrusion Assessment by Alpha Acoustics dated 21 February 2023; and
  - (c) all works have been undertaken in accordance with the recommendations contained in the Traffic Impact Assessment by Andrew Howell, Revision No. B2 dated April 2023.
- 11 Execution of the Part 5 Agreements, including drafting and registration of the Agreements against the respective Titles, must be at the developer's expense.

#### Infrastructure Services

- 12 Road and associated infrastructure to connect with Waverley Road, must be provided to the Council, in accordance with the Tasmanian Standard Drawings for approval by the Council's Director Infrastructure Services. This must include, but no limited to:
  - (a) minimum width of road and road reservation as per Tasmanian Standard Drawing *TSD-R06-v3 Urban Roads – Typical Section and Pavement Widths*;
  - (b) a 1.5m wide concrete footpath, on at least one side of the proposed road, in accordance with the Tasmanian Standard Drawing *TSD-R11-v3 Urban Roads Footpaths*;
  - (c) the proposed cul-de-sac must be in accordance with Tasmanian Standard Drawing *TSD-R08-v3 Typical Cul-de-sac Details – Urban and Rural*;
  - (d) reinforced concrete vehicular crossover and driveway apron to each lot, in accordance with Tasmanian Standard Drawing *TSD-R14-v3 Urban Roads – Approved Concrete Kerbs and Channels Profile Dimensions*; and

- (e) the driveway aprons for all lots must be constructed in accordance with the Tasmanian Standard Drawing *TSD-R09-v3 Urban Roads – Driveways*, in a plain concrete finish, at the developer's cost.
- 13 Access to lots 1 to 17 must be constructed on the proposed cul-de-sac road, using standard minimum 3.6 m wide access kerb crossovers and driveways in accordance with Tasmanian standard drawings. Location must be as shown on the Plan of Subdivision by PDA Surveyors, Engineers & Planners, Job No. 48523, Drawing No. DA 1 A (2 sheets), Revision No. A dated 23 June 2022.
- 14 Sight triangle areas adjacent to the driveway access must be kept clear of obstructions to visibility, in accordance with the Tasmanian Standard Drawing *TSD-RF-01-v3 Guide to Intersection and Domestic Access Sight Distance Requirements*.
- 15 The road pavement must be extended from the existing edge of bitumen to the new kerb matching the existing crossfall and allow for smooth transition. The pavement depths and base courses must comply with Tasmanian Standard Drawing *TSD-R06-v3 Urban Roads – Typical Section and Pavement Widths*.
- 16 Prior to commencement of works, kerb and access drawings, including kerb crossover, driveway apron and road pavement must be designed by a suitably qualified person and submitted for approval by the Council's Director Infrastructure Services.
- 17 A new underground stormwater connection to the Council's underground stormwater infrastructure must be provided to service each lot, unless it can be demonstrated to the satisfaction of the Council's Director Infrastructure Services, that a lot is already suitably connected to the Council's stormwater system.
- 18 Stormwater drainage and associated infrastructure must be provided in accordance with the Tasmanian Standard Drawings, unless otherwise required or approved by the Council's Director Infrastructure Services.
- 19 Prior to commencement of works, the detailed design of a stormwater management system for the proposed lots, designed by a suitably qualified person, must be submitted for approval by the Council's Director Infrastructure Services. This must include:
  - (a) the design of stormwater detention system as per *Council's Stormwater Detention Policy 2022* for proposed lots;
  - (b) a downstream analysis to be undertaken on any stormwater system into which stormwater discharges from the subdivision considering the extreme rainfall events, as mentioned in Council's *Stormwater Detention Policy 2022*;



- (c) any stormwater system in which the downstream analysis has indicated that there is a lack of capacity to adequately cope with the additional stormwater discharge from the subdivision must be upgraded, relative to the scenarios detailed above; and
  - (d) the proposal, based on the above analysis, must be for stormwater detention system or upgrade of downstream stormwater system or the combination of both.
- 20 Stormwater management must be carried out as per recommendations in the Concept Stormwater Management Plan by PDA Surveyors, Engineers & Planners, Reference No. 48523AE dated 24 October 2022.
- 21 As per recommendation in the Traffic Impact Assessment Report by Andrew Howell, Revision No. B2 dated April 2023, removal of vegetation is required due to limited sight distance looking right when exiting the proposed new road.
- In this regard, the developer must liaise with Council's Parks/Recreation Officer to discuss appropriate tree species, planting and location for revegetation of the Waverley Road/Westella Drive road reservation, with a number of advanced trees in-lieu of the vegetation. Contact can be made on 6429 8974.
- 22 Appropriate easements must be established over any Council stormwater infrastructure.
- 23 During works and until all exposed soil areas are permanently stabilised against erosion, the developer must minimise on-site erosion and the release of sediment or sediment laden stormwater from the site and work areas in accordance with the 'Soil and Water Management on Standard Building and Construction Sites – Fact Sheet 2' published by the Environment Protection Authority.
- 24 Prior to sealing of the Final Plan of Survey, the developer must complete all infrastructure services works and provide the Council with evidence of completed works, including as-constructed drawings.
- 25 All works or activity listed above must be at the developer's cost.
- 26 All works or activity listed above must be completed to the satisfaction of Council's Director Infrastructure Services.

Please Note:

- 1 A Planning Permit remains valid for two years. If the use and/or development has not substantially commenced within this period, an extension may be granted if a request

is made before this period expires. If the Permit lapses, a new application must be made.

- 2 "Substantial commencement" is the submission and approval of engineering drawings and the physical commencement of infrastructure works on the site, or an arrangement of a Private Works Authority or bank guarantee to undertake such works.
- 3 Prior to the commencement of work, the applicant is to ensure that the category of work for any proposed building, plumbing and/or demolition work is defined using the Determinations issued under the Building Act 2016 by the Director of Building Control. Any notifications or permits required in accordance with the defined category of work must be attained prior to the commencement of work. It is recommended the Council's Building Permit Authority or a Building Surveyor be contacted should clarification be required.
- 4 When a Final Plan of Survey is lodged with Council for sealing, the developer is to also submit a list of three preferred road names for consideration by the Council. Road names are to be in accordance with the Place Names Act 2020 and the Tasmanian *Place Naming Guidelines*.
- 5 Prior to commencement of works in the road reservation, the developer must obtain a "Works in Road Reservation (Permit)".
- 6 Prior to commencement of works, the developer must submit an application for 'Roadworks Authority' (or a 'Private Works Authority'). Roadworks Authority rates as listed in the Council's Fees and Charges register apply.
- 7 Works associated with roads, stormwater infrastructures, footpaths, kerb and channel, nature strips or street trees must be undertaken by the Council, unless alternative arrangements are approved by the Council's Director Infrastructure Services, at the developer's cost."

Carried unanimously

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## 224/2023      Public question time

The Mayor introduced public question time at 6.43pm.

Via email – John Richardson – Leith

Question 1 –

“In response to a public question asked at the council meeting on 23 January 2023, *“The General Manager responded that the Council’s Annual Action Plan for 2022–2023 did not include the development of a new Leith community plan, nor any other community plans. There were not enough resources for this to be undertaken during the 2022–2023 year.”*, when does the council now intend to initiate/commence the development of a new Leith community plan?”

Response –

The General Manager responded, “There is no undertaking for the development of a new Leith Community Plan this financial year, consideration will be given to the development of a new plan as part of the 2024–25 Annual Plan and budget process.”

Question 2 –

“In response to a public question asked at the council meeting on 19 June 2023 regarding *“Forth to Turners Beach Shared Pathway – \$1,700,000”* the response was, *“Forth to Turners Beach shared pathway – no design work has been undertaken for this project, the location and extents are unknown. It is listed in the LTFP for future consideration.”*, who or what entity/entities conceived the Forth to Turners Beach shared pathway listed in the LTFP for future consideration and what consultations has the council had with the communities of Forth, Turners Beach and Leith regarding a Forth to Turners Beach shared pathway?”

Response –

The General Manager responded, “It is difficult to determine exactly who conceived the idea, or when the idea of a shared pathway between Turners Beach and Forth was conceived. It was listed as early as 2007 in the Leith Community Plan, with pathway networks and linkages also mentioned in the Turners Beach and Forth Community Plans. Consultation with the community would have been part of the development of the Community Plans at that time. It has also been listed as an agenda item for many years at the Forth Community Representatives meetings.”

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In person – Adriana Gibson – Ulverstone

Question 1 –

“Would the Council consider leasing, purchasing or acquiring, at a peppercorn rate, the ANZ Bank on the north eastern corner of Reibey Street and King Edward Street, and the Ocean View Guesthouse on the north eastern corner of Water Street and Victoria Street to house homeless people in Ulverstone?

Community bodies such as Warrawee Inc are equipped to manage facilities of this nature, once they are created, and there exists a corpus of skilled craftspeople in the community who may be prepared to donate labour or working bee style events in service of so pro-social a purpose.”

Response –

The Mayor responded, “Both properties in question are under private ownership. The Council do not have power to influence what those property owners might do with their properties, or under what terms or costs they may be rented out. I note that the General Manager and I are meeting with one of the property owners in the coming weeks and am happy to discuss your suggestion with them. You can rest assured that through the work we are undertaking with our Homelessness Strategy and in conjunction with the Salvation Army and others, that the Council is actively looking for suitable facilities to convert and lobbying the State Government to that end also.”

Question 2 –

“Could the empty shops in Reibey Street be made available on a peppercorn rent basis for pop-up shops, run by volunteers, providing the services to develop skills in basic literacy, numeracy, digital, musical and cultural activities for the local community?”

Response –

The Mayor responded, “Thank you for another well-intentioned question. Again, the Council do not own these properties. I note there have been similar suggestions in the past regarding how shops can be ‘activated’ by artists or by other community activities. The Council will speak with the Central Coast Chamber of Commerce and Industry to put forward this suggestion to their membership.”

Questions and responses concluded at 6.51pm.

INFRASTRUCTURE SERVICES

**225/2023     Infrastructure Services determinations**

The Director Infrastructure Services reported as follows:

“A Schedule of Infrastructure Services Determinations made during the month of June 2023 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reported as follows:

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

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

Carried unanimously

CORPORATE SERVICES

**226/2023 Statutory determinations**

The Director Corporate Services reported as follows:

“A Schedule of Statutory Determinations made during the month of June 2023 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reported as follows:

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

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

Carried unanimously

**227/2023 Financial statements**

The Director Corporate Services reported as follows:

“The following principal financial statements of the Council for the period ended 30 June 2023 are submitted for consideration:

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

The Executive Services Officer reported as follows:

“Copies of the financial statements have been circulated to all Councillors.”

■ Cr Viney moved and Cr Beswick seconded, “That the financial statements (copies being appended to and forming part of the minutes) be received.”

Carried unanimously

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## CLOSURE OF MEETING TO THE PUBLIC

### 228/2023 Meeting closed to the public

The Executive Services Officer reported as follows:

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

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

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

Matter	<i>Local Government (Meeting Procedures) Regulations 2015</i> reference
Confirmation of Closed Session Minutes	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
Minutes and notes of other organisations and committees of the Council <ul style="list-style-type: none"><li>• Cradle Coast Authority Board Meeting (unconfirmed) – 25 May 2023;</li><li>• Cradle Coast Authority Representatives Meeting – (unconfirmed) – 20 June 2023;</li><li>• Central Coast Council Audit Panel – Comments and Chair Evaluation on 2022 Performance – meeting held 7 June 2023;</li><li>• TasWater Owners Representatives Group General Meeting (draft) – 26 June 2023;</li></ul>	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"> <li>· TasWater Shareholders' Letter of Expectations;</li> <li>· Dulverton Waste Management Owner Representatives Meeting (unconfirmed) – 29 June 2023; and</li> <li>· Dulverton Waste Management 2023/24 Annual Plan and Budget.</li> </ul>	
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■ Cr Beswick moved and Cr Hiscutt seconded, “That the Council close the meeting to the public to consider the following matters, they being matters relating to:

<b>Matter</b>	<b><i>Local Government (Meeting Procedures) Regulations 2015 reference</i></b>
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 <ul style="list-style-type: none"> <li>· Cradle Coast Authority Board Meeting (unconfirmed) – 25 May 2023;</li> <li>· Cradle Coast Authority Representatives Meeting – (unconfirmed) – 20 June 2023;</li> <li>· Central Coast Council Audit Panel – Comments and Chair Evaluation on 2022 Performance – meeting held 7 June 2023;</li> <li>· TasWater Owners Representatives Group General Meeting (draft) – 26 June 2023;</li> <li>· TasWater Shareholders' Letter of Expectations;</li> </ul>	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.”





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## CLOSED SESSION SUMMARY

The Executive Services Officer reported as follows:

“In accordance with Regulation 34(1)(b) of the *Local Government (Meeting Procedures) Regulations 2015*, the Council is to provide an overview of matters considered during Closed Session for the public.”

Matter	Description of matter discussed
229A/2023 Confirmation of Closed Session Minutes	The Closed session minutes of the ordinary meeting of the Council held on 19 June 2023 had been circulated. The minutes are required to be confirmed for their accuracy.
230A/2023 Minutes and notes of other organisations and committees of the Council <ul style="list-style-type: none"><li>• Cradle Coast Authority Board Meeting (unconfirmed) – 25 May 2023;</li><li>• Cradle Coast Authority Representatives Meeting – (unconfirmed) – 20 June 2023;</li><li>• Central Coast Council Audit Panel – Comments and Chair Evaluation on 2022 Performance – meeting held 7 June 2023;</li><li>• TasWater Owners Representatives Group General Meeting (draft) – 26 June 2023;</li><li>• TasWater Shareholders’ Letter of Expectations;</li><li>• Dulverton Waste Management Owner Representatives Meeting (unconfirmed) – 29 June 2023; and</li><li>• Dulverton Waste Management 2023/24 Annual Plan and Budget.</li></ul>	The minutes and notes have been provided to the Council on the condition they are kept confidential.

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## **CLOSURE**

There being no further business, the Mayor declared the meeting closed at 6.56pm.

CONFIRMED THIS 21ST DAY OF AUGUST 2023.

## **Chairperson**

(ib:Imm)

## **Appendices**

- Minute No. 211/2023 – Quarterly Performance Report – June 2023
- Minute No. 212/2023 – Deputations Policy – July 2023
- Minute No. 214/2023 – Gifts and Donations Policy – July 2023
- Minute No. 216/2023 – Schedule of Documents for affixing of the Common Seal
- Minute No. 217/2023 – Schedule of Contracts and Agreements
- Minute No. 218/2023 – Schedule of Correspondence Addressed to Mayor and Councillors
- Minute No. 219/2023 – Ulverstone Sport and Leisure Centre and Showgrounds Master Plan 2023
- Minute No. 220/2023 – Arts and Culture Strategy 2023–2025; Cultural Collections Policy – July 2023; and Public Art Policy – July 2023
- Minute No. 221/2023 – Schedule of Development Application Determinations
- Minute No. 225/2023 – Schedule of Infrastructure Services Determinations
- Minute No. 226/2023 – Schedule of Statutory Determinations
- Minute No. 227/2023 – Financial Statements

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*QUALIFIED PERSON'S ADVICE*

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

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

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

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

  
Barry Omundson  
GENERAL MANAGER

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# Associated Reports And Documents



CENTRAL COAST  
COUNCIL

# Quarterly Performance Report – June 2023

Central Coast Council Annual Plan 2022-2023

camms**strategy**



# Corporate Folder (CF) Actions – June 2023

Central Coast Council

camms**strategy**

## 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

Action Title: 3.3.1.2 Public art projection at HIVE (large wall facing Ulverstone War Memorial)

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Curator - Community Services	In Progress	01-Nov-2022	30-Apr-2023	80%	100.00%	 AMBER

**Action Progress Comments:** New Curator has commenced. Progress will continue on this item in 2023/24. Carry over action for 2023-24.

*Last Updated: 28-Jun-2023*

Action Title: 3.3.1.3 Implement an external community notice board at HIVE


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Visitor Information Centre Coordinator - Community Services	Completed	01-Sep-2022	31-Jan-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: External Community Notice Board at Hive is now operational.


*Last Updated: 28-Oct-2022*



Action Title: 3.3.5.1 Undertake a comprehensive review of the Arts and Culture Strategy, including creative arts

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Arts and Culture - Community Services	Completed	01-Sep-2022	31-Mar-2023	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: New Arts and Culture Strategy ready for Council Meeting in August 2023. <i>Last Updated: 28-Jun-2023</i>						


Action Title: 1.1.4.2 Consider opportunities for an annual Adventure Festival in Central Coast

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Development - Community Services	Completed	01-Jul-2022	31-Jul-2022	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: Possibilities of adventure festival explored at a series of community stakeholder meetings through 2021. Discussions (mid-2022) highlighted that key stakeholder activity groups/clubs are focused on rebuilding own participation and events. Consensus was that any planning through 2022 should be paused and revisited in 2023. Planned alternatives for 2022-2023 include: - encouraging and highlighting group/club promoting activities in Central Coast as part of the Get Outdoors Weekend promotion in October 2022. - hosting a youth-focused outdoors program around skate and MTB events across summer 2022/23. <i>Last Updated: 06-Jan-2023</i>						


Action Title: 2.1.1.2 Develop a range of activities, seating and signage to encourage greater use of walking routes and pathways

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Community Development Officer - Community Services	Completed	01-Oct-2022	30-Jun-2023	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: Focus has been on new coastal pathway links, with interpretive signage and additional seating being implemented through Council assets team. Ongoing support has been provided to community-led walking groups and active recreation along pathways, eg. Million Paws Walk, Ulverstone Walking Group, The Man Walk, etc. <i>Last Updated: 02-Jun-2023</i>						


Action Title: 2.2.1.1 Develop a Community Health and Wellbeing Plan

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Development - Community Services	In Progress	01-Jul-2022	28-Feb-2023	70%	100.00%	 AMBER
<p><b>Action Progress Comments:</b> Council working with Health Consumers Tasmania (HCT) to support their federally funded Central Coast Health and Wellbeing Networks project through to December 2023. Council successful in receiving Lift Local grant from Health Tasmania, to assist development of own CHWB Plan and training of staff, from May 2023 to March 2024. Actions under Council CHWB Plan will be assessed against those delivered by HCT to avoid duplication. A new related action is planned for 2023-24.</p> <p><i>Last Updated: 28-Jun-2023</i></p>						

Action Title: 2.2.2.1 Host a youth-led event that encourages student aspiration and improves their understanding of available career pathways

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Community Wellbeing Officer - Community Services	Completed	01-Feb-2023	30-Jun-2023	100%	100.00%	 GREEN
<p><b>Action Progress Comments:</b> COMPLETED: Youth Leaders have continued to work on the event plan to be held and led by the student representatives in September/October 2023. A youth voice survey is in circulation to identify key themes for young people of the Central Coast. The information gathered from the survey will assist in the development of an updated Youth Strategy for the Central Coast.</p> <p><i>Last Updated: 28-Jun-2023</i></p>						

Action Title: 2.2.2.2 Investigate opportunities to reduce the cost of youth participation in sport

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Community Development - Community Services	Completed	01-Oct-2022	01-Mar-2023	100%	100.00%	 GREEN
<p><b>Action Progress Comments:</b> COMPLETED: Report prepared for final review by SLT in July 2023.</p> <p><i>Last Updated: 28-Jun-2023</i></p>						


Action Title: 2.3.6.1 Undertake a review of the impact of homelessness on Central Coast and include an action plan

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Community Services - Community Services	In Progress	01-Sep-2022	31-Mar-2023	75%	100.00%	 AMBER

**Action Progress Comments:** Midway Point campers with nowhere else to go have been successfully relocated and provided with appropriate support. Community roundtable was held to identify gaps where Council can add value to the efforts of existing service providers. Gran's Van has commenced operating its shower and laundry trailer at Sulphur Creek in June 2023 with Council support, and Council is currently making plans with other service providers, to make some hot showers publicly available from mid July. Council has been raising awareness of homelessness and homelessness support internally and externally through its website, social media, traditional media and other channels. A new related action is planned for 2023-24.

*Last Updated: 28-Jun-2023*


Action Title: 2.3.7.1 Increase understanding, value and recognition of First Nation cultures, histories, knowledge and rights, within our organisation

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Community Wellbeing Officer - Community Services	Completed	01-Oct-2022	01-Mar-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: New Reconciliation Action Plan (RAP) working group established with first meeting held 28 February and regular meetings scheduled for throughout the year. Actions identified to promote the discussions of the RAP to the workforce through Yammer and to create a one page summary of relevant information (important place names, acknowledgement of country, contact details etc) for all staff to have in their workspaces.

*Last Updated: 29-Mar-2023*


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-2023	30-Jun-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: Planned outline of the event details has been developed for midday on Friday 7th of July. The event to include local community members sharing positive and inclusive Tasmanian themed creation story telling, an ochre experience and tasting of traditional local foods. The event will be held at the Council Administration Centre.

*Last Updated: 05-Jul-2023*


Action Title: 2.3.7.3 Liaise with local indigenous Australian community groups to develop an understanding of areas of cultural significance

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Community Wellbeing Officer - Community Services	Completed	01-Oct-2022	30-Jun-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: In the Council Chamber on Friday 2 June, the firestick previously presented to Council as part of 2022 NAIDOC Week was unveiled along with detailed interpretation of relevant local history. Creator Lyndon O'Neil, joined by his family and Council representatives, gathered to witness the Mayor unveiling the firestick, which now sits on display on the Council Chamber table. The unveiling coincided with Reconciliation Week.

*Last Updated: 28-Jun-2023*


Action Title: 3.1.3.1 Working with Volunteering Tas to provide training opportunities for volunteer organisations and those reliant on volunteer involvement

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Community Wellbeing Officer - Community Services	Completed	01-Oct-2022	30-Jun-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: HIVE has advertised with Volunteering Tasmania, seeking new volunteers, and currently offers training opportunities to new volunteers. Promotion of Volunteering opportunities in the community will be collated for groups wishing to promote in the Council's 'coffee table' booklet, a resource developed for distribution during Volunteer week in May 2023.

*Last Updated: 29-Mar-2023*


Action Title: 3.1.4.1 Facilitate a strategic review of Child Care Services within Central Coast

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Community Services - Community Services	Completed	01-Jan-2023	30-Jun-2023	100%	100.00%	 GREEN


**Action Progress Comments:** Draft report has been submitted by the consultant and is undergoing management review. Due to go to the August 2023 Council meeting.

*Last Updated: 05-Jul-2023*


Action Title: 3.1.4.2 Conduct a review of the Ulverstone Civic Centre to improve community outcomes

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Community Services - Community Services	In Progress	01-Feb-2023	30-Jun-2023	10%	100.00%	 RED
<b>Action Progress Comments:</b> Director Community Services to workshop the scope of the review with Councillors in July 2023. Carry over action for 2023-24. <i>Last Updated: 28-Jun-2023</i>						


Action Title: 4.3.1.14 Complete the Showground Master Plan to include the Ulverstone Sport and Leisure Centre

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Community Services - Community Services	Completed	01-Jul-2022	31-Jan-2023	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: Report being prepared for the July 2023 Council Meeting, recommending that the master plan be received. <i>Last Updated: 05-Jul-2023</i>						


Action Title: 5.2.2.2 Development of site maps at cemeteries

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Community Services Officer - Community Services	In Progress	01-Jul-2022	30-Jun-2023	80%	100.00%	 AMBER
<b>Action Progress Comments:</b> Currently reviewing map data against the GIS mapping project (a separate internal project that needs to link to the cemeteries mapping). Actual maps for the Ulverstone cemetery should be available August 2023. Other cemeteries will follow. Carry over action for 2023-24. <i>Last Updated: 28-Jun-2023</i>						

Action Title: 5.2.6.1 Develop web content and brochure to help people with disabilities to identify the most convenient and accessible facilities, car parks and recreation areas

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Community Development Officer - Community Services	Completed	01-Nov-2022	28-Feb-2023	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: Review of national public toilet map completed. Content created for Council's website to indicate which open spaces and car parks are disability friendly. Community facilities/venues brochures have been updated with accessibility information including icons in the index of the venue guide. <i>Last Updated: 28-Jun-2023</i>						


Action Title: 5.4.4.3 Review the Central Coast Interpretation Plan

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

**Action Progress Comments:** COMPLETED: Review of the existing plan identified that it is generally outdated and redundant. Information is already captured and duplicated in Public Art Policy and interpretive signage approach. Recommended that Plan not be renewed.

*Last Updated: 28-Jun-2023*


Action Title: 5.4.4.6 Develop placemaking guidelines to ensure our public spaces reflect the diverse needs and aspirations of our community

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Community Services - Community Services	Completed	01-Mar-2023	30-Jun-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: SLT have determined that standalone guidelines are no longer a priority, given enhanced levels of project planning and community consultation now being incorporated into infrastructure and planning projects, Specific Area Plan reviews and the review of the Public Art Policy.

*Last Updated: 29-Mar-2023*

Action Title: 1.1.4.1 Investigate the feasibility for development of trotting track at River Park


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Community Services - Community Services	Completed	01-Aug-2022	31-Oct-2022	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: TasRacing have confirmed an alternative location for the north-west facility.

*Last Updated: 06-Jan-2023*

## Land Use Planning

Action Title: 5.2.2.1 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-Jul-2022	31-Jul-2022	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: A desktop examination of larger lots of vacant residential land, located within 50m of the Western Rail Line and within 50m of the Bass Highway has revealed there are only a few sites that would be impacted upon by the Road & Railway Code. Land identified is located in Leith, Ulverstone (Penguin Road and Trevor Street area), Penguin (land accessed off South Road) and Sulphur Creek. Not enough large parcels of land are identified to warrant a new "Road & Rail Attenuation Area" overlay map in the LPS. Rather, planners and developers are able to rely on the 50m setback standard, as is current practice.

If a minor subdivision (1--5 lots) or the development of a new dwelling or additions are proposed to be within 50m of the Western Rail Line or the Bass Highway, then a planner relies on a referral to TasRail or State Growth, who may have requirements, but generally consent to the development with no specific conditions required. If development would be for a large subdivision of residential land, a noise mitigation report would be required of the developer.

*Last Updated: 06-Jan-2023*


Action Title: 5.2.2.5 Develop guidance material that helps developers navigate planning processes and undertake best practice development in Central Coast

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Community Services - Land Use Planning	Completed	01-Jan-2023	30-Jun-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: Final draft booklet is currently with Planning staff for review. Copies to be made available online and over the counter from mid 2023.

*Last Updated: 05-Jul-2023*


Action Title: 5.3.1.2 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-Jul-2022	31-Mar-2023	75%	100.00%	 AMBER

**Action Progress Comments:** Turners Beach SAP to be placed before the Planning Authority at its meeting July 2023 for initiation of an amendment to Central Coast LPS. Revell Lane SAP to be placed before the Planning Authority at its meeting July 2023 for initiation of an amendment to Central Coast LPS. Carry over action for 2023-24.

*Last Updated: 28-Jun-2023*

Action Title: 5.4.4.2 Complete Settlement Strategy

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Land Use Planning - Land Use Planning	Completed	01-Jul-2022	30-Nov-2022	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: Local Area Settlement Strategy has been completed and key actions incorporated into 2023/24 Annual Plan. Will be considered in the context of the regional residential supply and demand study that is currently underway, before being considered for formal adoption.

*Last Updated: 05-Jul-2023*

## Corporate Services


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 - Corporate Services	In Progress	01-Jul-2022	28-Feb-2023	50%	100.00%	 AMBER

**Action Progress Comments:** A draft By-Law and Impact Regulatory Statement has been prepared and discussed at a Councillor Workshop held September 2022, a work schedule has been completed with the aim of Council adopting the By-law in November 2023. Carry over action for 2023-24.

*Last Updated: 27-Apr-2023*

Action Title: 4.2.1.4 Review Dog Management Policy at Penguin Beach and Johnsons Beach and Preservation Bay

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
General Manager - Corporate Services	Completed	01-Jul-2022	30-Nov-2022	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: The Dog Management Plan changes were accepted by Council at its November 2022 Council meeting and will be enforced from 1 December 2022.

*Last Updated: 02-Feb-2023*




Action Title: 4.2.1.5 Investigate the development of a By-law for animals and livestock in rural areas

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Regulatory Services - Corporate Services	In Progress	01-Feb-2023	30-Jun-2023	75%	100.00%	 AMBER

**Action Progress Comments:** Research shows that the regulation of livestock was traditionally the role of the State Government Department of National Resources and Environment, but they have reduced regulations over the years. Some interstate councils regulate livestock through by-laws. A search of by-laws adopted by councils in Tasmania shows that some have by-laws to regulate animals in urban areas, but not rural. A workshop with Councillors is scheduled for July 2023 to provide information and seek in principle future direction. Carry over action for 2023-24.

*Last Updated: 26-Jun-2023*

Action Title: 5.1.3.2 Undertake Fraud training to supplement review of our management practices

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
General Manager - Corporate Services	Completed	01-Oct-2022	28-Feb-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: Fraud Policy being reviewed and training undertaken in May 2023.

*Last Updated: 05-Jul-2023*


Action Title: 5.1.3.5 Implement a new Website which is customer oriented

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Organisational Services - Corporate Services	In Progress	01-Aug-2022	30-Jun-2023	36%	100.00%	 RED

**Action Progress Comments:** Project Brief document to be prepared including functional requirements plan for review by SLT. Project Steering committee developed online surveys for stakeholder reviews and feedback on requirements. Internal Stakeholder surveys issued to staff in March 2023 and results have been reviewed by steering committee. Website delivery team representing across all of Council selected to progress consultative process. Expression of interest document to potential locally based providers being completed for issue in July 2023. Carry over action for 2023-24.

*Last Updated: 28-Jun-2023*


Action Title: 5.1.3.6 Develop a Cloud-based strategy

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Organisational Services - Corporate Services	Completed	01-Jul-2022	30-Nov-2022	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: Cloud-based strategy will be incorporated into Digital Strategy, presented to SLT in October 2022 and submitted to Council Workshop in November 2022. Digital Strategy approved at December 2022 Council meeting.

*Last Updated: 06-Jan-2023*


Action Title: 5.1.3.4 Complete upgrade of financial software to Community Finance (Microsoft Dynamics)

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Organisational Services - Corporate Services	In Progress	01-Jul-2022	31-May-2023	15%	100.00%	 RED

**Action Progress Comments:** Finance team have reviewed and updated a proposed standard chart of accounts as part of a rationalisation and simplification in readiness to transition to a dimension GL accounts structure. Met with Open Office Account Executive in May 2023 and awaiting information on plan to be issued for possible rollout dates based on Readytech (Open Office) resource availability. System now called Ready Community. Readytech confirmed that rollout will be 3 months, subject to Council providing adequate internal resources. Readytech also confirmed that they will not have resources available until Q2 in 2023/2024, so project will not be able to commence until October 2023 at earliest. Carry over action for 2023-24.

*Last Updated: 28-Jun-2023*


Action Title: 1.1.11.2 Identify areas within Central Coast to allow freedom camping

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Regulatory Services - Regulatory Services	Completed	01-Jul-2022	31-Mar-2023	100%	100.00%	 GREEN


**Action Progress Comments:** COMPLETED: Consultant has prepared draft development applications for five sites and has been instructed to proceed with four of them. These are Midway Point, Bannons Park, Forth Recreation Ground and Nicholsons Point. Further evaluation of another site, Heybridge Recreation Ground, is underway with a study into natural values being commenced. An application for Preservation Bay will not proceed. Four development applications have been lodged pending land-owner consent for those sites controlled by State Government agencies.

*Last Updated: 27-Apr-2023*


Action Title: 4.2.1.3 Review of Dog Park facilities provided

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Regulatory Services - Regulatory Services	Completed	01-Feb-2023	31-May-2023	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: An allocation of \$5000 has been made in the capital Budget for upgrading facilities in the Penguin off-lead dog exercise area. Dog exercise equipment will be installed during July 2023. <i>Last Updated: 26-Jun-2023</i>						

Action Title: 4.2.1.2 Identification of potentially contaminated sites to add to GIS


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Environmental Health Officer - Regulatory Services	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: The project spreadsheet has been created and passed onto GIS Officer for going upload as required. <i>Last Updated: 05-Jul-2023</i>						

Action Title: 4.2.1.6 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	Completed	01-Jul-2022	30-Nov-2022	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: At the November 2022 Council meeting, updated smoke-free areas were declared in Ulverstone, and a new smoke-free area declared in Penguin. Signage has been installed around Penguin. <i>Last Updated: 28-Feb-2023</i>						

## Infrastructure Services


Action Title: 1.3.5.2 Review the future use of the former Penguin Depot Site

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure Services - Infrastructure Services	Not Started	01-Apr-2023	30-Jun-2023	0%	100.00%	

**Action Progress Comments:** This action is pending until Penguin recreation ground development concept is determined and alternate accommodation constructed for current tenants. The project has been deferred to 2023/24 awaiting these outcomes. Carry over action for 2023-24.

*Last Updated: 27-Apr-2023*

Action Title: 4.3.1.7 Improve recreational amenities and play equipment in the Council's key foreshore parks


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	Completed	01-Feb-2023	30-Apr-2023	100%	100.00%	

**Action Progress Comments:** COMPLETED: Obtained asset condition and monthly playground inspection data. Comprehensive Annual Inspection completed and tasks prioritised for actioning. Annual Playground inspections completed in January 2023 with majority of actions now completed. Rubber softfall resurfacing for the following playgrounds to commence shortly:

- Dial Park – under basket swing, to comply with Aus Standards.
  - Fairway Park – under spiral slide on all abilities combination unit, to comply with Aus Standards.
  - ANZAC Park – under the main slide section on the Launch Pad slide, to refresh the colour and resurface the climber bumps.
- Installation to commence once softfall arrives. Previous playground inspections maintenance tasks have been actioned.

*Last Updated: 29-Jun-2023*

Action Title: 4.3.1.9 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-Jul-2022	30-Jun-2023	16%	100.00%	

**Action Progress Comments:** Facilities audit form has been developed in the Conquest Asset Management System and requires further testing. Carry over action for 2023-24.

*Last Updated: 31-May-2023*


Action Title: 4.3.1.11 Undertake the re-development of the Penguin Foreshore

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	In Progress	01-Nov-2022	31-Mar-2023	50%	100.00%	 AMBER

**Action Progress Comments:** The Draft Penguin Foreshore Masterplan has been provided to the Council's Asset Team for initial review/feedback. Councillor feedback received at 16 January Councillor Workshop and revised concept plans endorsed at the February 2023 Council meeting. Survey for pathway location completed and design to assist with final playground layout. Quotes being sourced for softfall, playground equipment and fence. Consultant Brief for sensory play sculptures is currently open for submission. Detailed shared pathway design also completed. Heritage Tasmania approval received for shared pathway along front of library. Carry over action for 2023-24.

*Last Updated: 29-Jun-2023*


Action Title: 4.3.1.13 Review lighting of parking areas 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	Completed	01-Jul-2022	30-Nov-2022	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: The site visits for each carpark are complete and the register of actions has been developed. Final costings have been prepared and outcomes have been included in second Draft Long-term Financial Plan, as part of the Asset Management Planning Framework.

*Last Updated: 22-Dec-2022*


Action Title: 4.3.1.16 Complete implementation plan for the Perry-Ling Gardens

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	Completed	01-Jul-2022	30-Nov-2022	100%	100.00%	 GREEN


**Action Progress Comments:** COMPLETED: The draft was revised and approved by Council's Asset Team and released to the public on August 2022. The draft was also emailed to the three major stakeholders: Property Services, Tasmanian Heritage and TasRail. The Council adopted the Perry-Ling Garden Landscape Masterplan at the November 2022 Council meeting. Implementation of the Plan will now commence.

*Last Updated: 02-Feb-2023*


Action Title: 4.3.1.17 Review Central Coast Lawn Cemetery, including the feasibility of natural burials

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	In Progress	01-Oct-2022	31-Mar-2023	10%	100.00%	 RED
<b>Action Progress Comments:</b> Ecofest community survey conducted to seek interest of natural burials. Currently researching background information. Carry over action for 2023-24. <i>Last Updated: 29-Jun-2023</i>						


Action Title: 4.3.1.18 Develop Landscape Guidelines for nature strips (Greening Central Coast Strategy)

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	Completed	01-May-2023	30-Jun-2023	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: Nature Strip Guidelines drafted and circulated to Infrastructure Services staff for comment. Presented to the Greening Central Coast Working Group for feedback on 26 June 2023. <i>Last Updated: 26-Jun-2023</i>						

Action Title: 4.4.1.2 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-Jul-2022	30-Apr-2023	60%	100.00%	 AMBER
<b>Action Progress Comments:</b> Asset Management Plans have been presented to relevant Council departments/teams to begin review and input into their respective Asset Management Plans. Section 4.5 Climate Change and Adaption of each Asset Management Plan will address this action. Carry over action for 2023-24. <i>Last Updated: 31-May-2023</i>						


Action Title: 4.4.5.1 Develop a Natural Resource Management Plan which includes identification of at risk vegetation communities including riparian areas

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

**Action Progress Comments:** COMPLETED: Biodiversity Index is being applied across Council managed/leased land to confirm relevant sites for inclusion in the NRM Plan. Presentation at 13 February 2023 Councillor Workshop to demonstrate the Biodiversity Index and its application, agree on the NRM site prioritising criteria and confirm the NRM sites for investment - NRM site plans now completed. The NRM Plan has been drafted and Assets Team have undertaken an internal review before community consultation to commence in May 2023. Community consultation period closed and Council reviewing and considering feedback. Draft NRM Plan adopted at 19 June 2023 Council meeting.

*Last Updated: 20-Jun-2023*


Action Title: 5.2.2.4 Develop planning permit conditions that facilitates the delivery of Green Infrastructure outcomes

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


**Action Progress Comments:** COMPLETED: Reviewed permit conditions from other councils that may be appropriate to implement. Planning permit conditions drafted and revised through Council's Greening Asset Management Team (GAMT). Further clarity of AS 4970-2009: Protection of Trees on Development Sites and simplifying its interpretation and understanding to attach as suitable planning permit condition. The current development of the Planting Palette's from the Greening Central Coast Strategy will form part of the permit conditions. Draft Planning Permit Guidelines for Trees and Development were presented with the revised Vegetation Management Policy at 5 June 2023 Councillor Workshop. Revised name of Guidelines for Tree Protection on Development Sites was accepted at the same Councillor Workshop.

*Last Updated: 29-Jun-2023*


Action Title: 1.2.2.2 Investigate and prepare preliminary designs for a shared pathway/roadway between Watcombe Beach and Rockliffs Road

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Engineering - Infrastructure Services	Deferred	01-Aug-2022	30-Apr-2023	5%	100.00%	 RED
<b>Action Progress Comments:</b> Initial data gathering and scoping was carried out in 2022. The project has been deferred to 2023/24 due to other more immediate priorities for the design team. Carry over action for 2023-24. <i>Last Updated: 23-Jun-2023</i>						

Action Title: 4.1.1.1 Conduct a flood study of Penguin Creek


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure Services - Infrastructure Services	Completed	01-Jul-2022	31-Jan-2023	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: Pitt and Sherry were engaged to conduct this study in May 2022. The work to date has included catchment determination, preliminary calculations on flow volumes, site inspection, and data collection and hydraulic modeling. A draft report has been received with various options for flood mitigation now included. A flood damage assessment and economic cost implications of the mitigation options has also been included. This will be used to support future funding applications for the mitigation options. The final report was received 27 April 2023. <i>Last Updated: 27-Apr-2023</i>						

Action Title: 4.1.1.2 Complete the Lower Forth Flood plan


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure Services - Infrastructure Services	Completed	01-Sep-2022	31-Jan-2023	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: This project was prepared in conjunction with SES. SES prepared a draft Forth Community Protection Flood Response Plan and a Community Protection Flood Guide. Similar documents have also been drafted for Gunns Plains and West Ulverstone. Feedback on all drafts has been provided to SES during April 2023. Documents will now be finalised by SES and adopted at a MLEMC meeting. <i>Last Updated: 27-Apr-2023</i>						



Action Title: 4.3.1.8 Undertake a strategic review of Reibey Street, including cleanliness, additional infrastructure

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure Services - Infrastructure Services	Completed	01-Sep-2022	30-Nov-2022	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: The street cleaning operation prior to the Christmas holiday period has been completed. New waste bins have been installed. <i>Last Updated: 02-Feb-2023</i>						


Action Title: 4.3.1.10 Investigate traffic flows and prepare design plans for roads adjacent to and including Ulverstone Secondary College

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Engineering - Infrastructure Services	In Progress	01-Feb-2023	30-Apr-2023	10%	100.00%	 RED
<b>Action Progress Comments:</b> A consultant brief is being prepared with a delay to quotations being sought. The balance of this action will be completed in 2023/24. Carry over action for 2023-24. <i>Last Updated: 31-May-2023</i>						


Action Title: 4.3.1.12 Develop and adopt a Vehicular Kerb Crossover and Driveway Policy (Urban and Rural)

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Engineering - Infrastructure Services	Completed	01-Sep-2022	31-Dec-2022	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: Preliminary investigation and information gathering has commenced, and the earlier guidelines reviewed. A draft policy has been developed for internal review. This review was completed during March 2023 and workshopped with Councillors in May 2023. Final amendments are currently being made, with the policy to be presented to the August 2023 Council meeting for adoption. <i>Last Updated: 29-Jun-2023</i>						


Action Title: 4.3.1.19 Complete design of the North Reibey Street carpark

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Engineering - Infrastructure Services	In Progress	01-Oct-2022	30-Apr-2023	90%	100.00%	 GREEN
<b>Action Progress Comments:</b> Design work recommenced in March 2023. Concepts prepared for review by Director Infrastructure Services. Concept plan to be complete by June 30. Carry over action for 2023-24. <i>Last Updated: 23-Jun-2023</i>						

Action Title: 4.3.1.20 Undertake re-design work on Reibey Street

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Engineering - Infrastructure Services	In Progress	01-Feb-2023	31-May-2023	20%	100.00%	 RED
<b>Action Progress Comments:</b> This work has been guided by a presentation from Complete Streets at the Councillor Workshop 5 December 2022. A place experience survey (Place Score PX) undertaken in 2020 has been utilised to inform this project. A Councillor Workshop was conducted 26 June 2023 to receive input prior to seeking submissions from suitably qualified consultants to prepare designs for a Reibey Street upgrade. Carry over action for 2023-24. <i>Last Updated: 29-Jun-2023</i>						

Action Title: 5.2.2.3 Review and update the 2014 Parking Plan

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure Services - Infrastructure Services	In Progress	01-Apr-2023	31-May-2023	50%	100.00%	 AMBER
<b>Action Progress Comments:</b> Updated surveys of Penguin and Ulverstone have been completed. Raw data has been finalised ready for analysis. Once analysed the findings will be workshopped with Councillors. Carry over action for 2023-24. <i>Last Updated: 29-Jun-2023</i>						

Action Title: 4.3.1.15 Complete Fairway Park Master Plan

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	In Progress	01-Sep-2022	30-Apr-2023	50%	100.00%	 AMBER

**Action Progress Comments:** Draft plan commenced, using satellite imagery for concept. The Open Space and Recreation Plan 2012-2022 update will review the Service Levels against the Open Space Classification. Confirmation of these Service Levels with Councillors is advised before progressing any further. Community user questionnaire completed in May 2023 and results to be presented at June 2023 Councillor Workshop. A Place Score Community user questionnaire (PX Assessment) was completed in May 2023 to obtain information on Fairway Park usage and users' experience with the park. Results of the survey were presented at the 3 July Councillor Workshop. Carry over action for 2023-24.

*Last Updated: 29-Jun-2023*


Action Title: 4.3.3.4 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-Sep-2022	30-Jun-2023	30%	100.00%	 RED

**Action Progress Comments:** Handover between the Open Space and Parks/NRM Officer occurred during December 2022. Audit of the Open Space and Recreation Plan 2012-2022 actions completed. Review of the Open Space classification hierarchy commenced including any new open spaces areas created for Council. Gap analysis to identify potential future Open Space areas and consolidation of existing Open Space areas continuing. Carry over action for 2023-24.

*Last Updated: 29-Jun-2023*


Action Title: 4.4.2.1 Develop and implement a plan for the upgrade of the Public Area waste systems over a two-year-period

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

**Action Progress Comments:** COMPLETED: A location plan was presented at a Councillor Workshop in October 2022. Bins have been installed, redundant bins removed and revised collection arrangements commenced.

*Last Updated: 06-Jan-2023*

Action Title: 4.4.2.2 Develop a Master Plan for the Lobster Creek Resource Recovery Centre


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure Services - Infrastructure Services	Completed	01-Feb-2023	30-Apr-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: Part of the master planning process for the RRC is to ensure compliance with the reporting requirements brought about by the introduction of the waste levy. The Waste Levy Compliance Plan for the Resource Recovery Centre has been completed. A Master Plan for the site has been developed and will be presented at a workshop with Councillors on 31 July 2023.

*Last Updated: 29-Jun-2023*

## Office of General Manager


Action Title: 5.1.3.1 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-Oct-2022	31-Jan-2023	0%	100.00%	 RED

**Action Progress Comments:** In January 2023 SLT agreed to develop Departmental Business Continuity Plans (BCP) in the event of the Administration Centre being unavailable. In its discussions SLT considered the BCP prepared for the Customer Service function by the Risk Officer. SLT met in March 2023 to discuss progress on the task. Task completion date extended to 31 May. SLT has requested the Risk Officer to assist Directors with developing their sub-plans. Carry over action for 2023-24.

*Last Updated: 30-Jun-2023*


Action Title: 5.1.3.3 Complete the Workplace Health and Safety system migration from AS 4801 to ISO 45001

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Organisational Development - Office of General Manager	Completed	01-Aug-2022	28-Feb-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: BSI Audit undertaken in June 2022 for transition to ISO45001. Four minor-non conformances and nine opportunities for improvements were identified. BSI have approved the corrective action plan and issued Council with a certificate of accreditation to ISO 45001 until June 2023. Currently working through actions in the corrective action plan. WHS Objectives have been set and approved by Management for 2022-2023. Next BSI Audit scheduled for February 2023. Weekly meetings with the WHS Officer are being held to ensure we are on track with completing actions from the Corrective Action Plan.

*Last Updated: 03-Mar-2023*


Action Title: 5.1.9.1 Update the strategic and operational risk register

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Risk Officer - Office of General Manager	Completed	01-Aug-2022	30-Sep-2022	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: Meetings were scheduled with risk owners to discuss the status of weak or absent controls first reported in 2021. The review took place in September 2022 and outcomes were reported to SLT. This action is relevant to operational risks only, since the strategic risks were only confirmed in July 2022.

*Last Updated: 06-Jan-2023*


Action Title: 1.3.5.1 Undertake the re-development of the former Penguin Recreation Ground

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
General Manager - Office of General Manager	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: A meeting between Complete Streets and Planning was held to discuss any planning issues which Council may need to be aware of. There were no issues identified and a timeline for the planning process is now being developed by Complete Streets. Steven Burgess attended a Councillors Workshop in December 2022 to provide the updated plan following the community's feedback. Working through an agreement with Homes Tasmania in relation to the site being transferred to Council.

*Last Updated: 02-Jun-2023*


Action Title: 3.3.9.1 Review the Ulverstone Wharf area

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
General Manager - Office of General Manager	Completed	01-Jan-2023	30-Jun-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: Undertaking a Place Experience (PX) survey prior to the development of a project brief. The survey results were provided at a workshop in July 2023 prior to the next stage of the work.

*Last Updated: 03-Jul-2023*


Action Title: 5.3.1.3 Investigate with Stadiums Tasmania the use of the Dial Sports Complex

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
General Manager - Office of General Manager	Completed	01-Jul-2022	30-Jun-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: A meeting between the Department of State Growth (DSG) and facility users was held in first week of August 2022. A KPMG audit of Dial facilities was completed and a second workshop by DSG was undertaken with facility users in October 2022. Stadiums Tasmania have hired a Chairperson for the Board and the first Steering Committee meeting will be held in December 2022, with the General Manager appointed as part of the Steering Committee. Had first meeting and sorted terms of reference and introduced to Chair of Stadiums Tasmania. Another meeting to be held in March 2023 to further discussions on infrastructure upgrades. A Councillor workshop was conducted in April 2023. Further meetings of the Steering Committee have continued with looking at going out to tender for architect to look at infrastructure requirements. All work completed to 30 June 2023.

*Last Updated: 03-Jul-2023*


Action Title: 5.4.4.4 Develop a Communication and Engagement Strategy including suggested advice for different scenarios

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

**Action Progress Comments:** COMPLETED: Engagement training by the International Association of Public Participation (IAP2) for key Council staff was conducted in October and November 2022. The draft Engagement and Communication Strategy has been reviewed by SLT and OLT and is due to be taken to the August 2023 Council meeting.

*Last Updated: 05-Jul-2023*


Action Title: 5.4.4.5 Collaboratively encourage the usage of Central Coast to Canyon "It's in our nature" message

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Strategy & Policy Officer - Office of General Manager	Completed	01-Feb-2023	30-Apr-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: It is planned that the Tourism Developments at the Dial Range and Sustainable Developments at the Leven Canyon - Co-design Workshops will collaboratively encourage the use of the Coast to Canyon brand's "... it's in our nature" message. Two Workshops were held mid March that included representatives from Dial Range and Leven Canyon businesses and Clubs. Improved marketing of these areas were projects identified by both Workshop groups. Co-design Teams were encouraged to integrate the Coast to Canyon brand in their projects and were provided visual examples of the brand and the "... it's in our nature messaging's use.

*Last Updated: 28-Mar-2023*

Action Title: 5.5.1.2 Develop a Local Economic Development Committee to further explore local economic challenges including identification of priorities and innovative solutions

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
General Manager - Office of General Manager	Completed	01-Feb-2023	30-Apr-2023	100%	100.00%	 GREEN

**Action Progress Comments:** This action has been deferred and is listed as a strategic action for 2023/2024.

*Last Updated: 30-Mar-2023*



# Carry-over (SA) Actions – June 2023

Central Coast Council

camms**strategy**

Print Date: 05-Jul-2023



## 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

Action Title: 2.1.1.1 Review Central Coast Walking Trails Marketing Plan for use in a post-Covid-19 recovery environment

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Community Development Officer - Community Services	Completed	01-Aug-2022	31-Dec-2022	100%	100.00%	GREEN

**Action Progress Comments:** COMPLETED: Marketing plan was assessed as no longer relevant (previous updates). In its place, brochures are being developed and social media content has been shared about pathway etiquette.

*Last Updated: 28-Jun-2023*

Action Title: 3.3.1.1 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	Completed	01-Jul-2022	30-Sep-2022	100%	100.00%	GREEN

**Action Progress Comments:** COMPLETED: New detailed information pack for all venues has been developed and uploaded/hosted on website, plus provided through bookings enquiries. Venue upgrades (eg. lighting, heating) identified during review being programmed with Council works teams.

*Last Updated: 28-Oct-2022*

## Land Use Planning


Action Title: 1.3.1.1 Identify further commercial/industrial land for future growth

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Land Use Planning - Land Use Planning	In Progress	01-Dec-2022	31-Mar-2023	50%	100.00%	 AMBER

**Action Progress Comments:** As with 1.3.5.2, this work has commenced a part of the Local Area Settlement Strategy, and more detailed analysis is planned for the 2023/24 financial year as per the consultant's recommendations. In addition, Council recently wrote to property owners to gauge interest in rezoning, and staff have had subsequent discussions with one of them. A new related and combined action is planned for 2023-24.

*Last Updated: 28-Jun-2023*


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-Dec-2022	31-Mar-2023	65%	100.00%	 AMBER

**Action Progress Comments:** As with 1.3.5.1, this work has commenced a part of the Local Area Settlement Strategy, and more detailed analysis is planned for the 2023/24 financial year as per the consultant's recommendations. In addition, Council recently wrote to property owners to gauge interest in rezoning, and staff have had subsequent discussions with one of them. A new related and combined action is planned for 2023-24.

*Last Updated: 28-Jun-2023*


Action Title: 1.3.1.3 Following the commencement of the Tasmanian Planning Scheme and Central Coast LPS, consider providing support for the rezoning of identified land to light industrial.

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Land Use Planning - Land Use Planning	In Progress	01-Dec-2022	30-Jun-2023	35%	100.00%	 RED

**Action Progress Comments:** As with 1.3.1.1, this work has commenced a part of the Local Area Settlement Strategy, and more detailed analysis is planned for the 2023/24 financial year as per the consultant's recommendations. In addition, Council recently wrote to property owners to gauge interest in rezoning, and staff have had subsequent discussions with one of them. A new related and combined action is planned for 2023-24.

*Last Updated: 28-Jun-2023*

Action Title: 5.3.1.1 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-Jul-2022	28-Feb-2023	85%	100.00%	 AMBER

**Action Progress Comments:** Consultants, Extent Heritage have offered to review the recommendations of the Central Coast Heritage Study and associated data sheets. Waiting to receive their brief that will outline their process and timelines. Carry over action for 2023-24.

*Last Updated: 28-Jun-2023*

## Corporate Services

Action Title: 5.2.1.13 Implementation of the Open Office Building application


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Organisational Development - Regulatory Services	Completed	01-Aug-2022	31-Dec-2022	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: Data mapping for spreadsheet data migration is complete. Mapping issues resolved however there are still issues with data migration of spreadsheets. Open Office require Council to convert spreadsheet data into Open Office format. Training has been undertaken by staff in June 2023. System has now gone live. Encountering some issues in the live environment, though soon to be resolved.

*Last Updated: 05-Jul-2023*

## Infrastructure Services

Action Title: 4.3.1.6 Refine the Asset Management Plans and update the Policy

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Assets - Infrastructure Services	In Progress	01-Jul-2022	30-Apr-2023	60%	100.00%	 AMBER

**Action Progress Comments:** Discussion has commenced with related Council departments/teams to begin review of their respective Asset Management Plans. Process was delayed as the Asset Services Officer has not been able to be replaced. A consultant has been appointed to assist with the development of the Strategic Asset Management Plan. Carry over action for 2023-24.

*Last Updated: 29-Jun-2023*

Action Title: 4.4.1.1 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-2022	28-Feb-2023	20%	100.00%	 RED

**Action Progress Comments:** Comparative analysis between Coastal Hazards Report and observations through site visits and aerial imagery being undertaken. Sites will be assessed in accordance with Methodology for conducting a site assessment in a Coastal Erosion Investigation Area V1.0 document. This complements the Coastal Hazards Report and spatial data overlay within the Tasmanian Planning Scheme. Site visits have commenced with this action to be completed in 2023/24. Carry over action for 2023-24.

*Last Updated: 29-Jun-2023*


Action Title: 4.3.1.5 Conduct a road signage audit, create an asset database and prepare signage upgrade and replacement program

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Engineering - Infrastructure Services	In Progress	01-Nov-2022	28-Feb-2023	60%	100.00%	 AMBER

**Action Progress Comments:** Initial data capture has been completed. The audit of the database has commenced in April 2023. The process is unlikely to be completed by 30 June 2023 and will likely be carried over to 2023/24. Draft process being tested by staff currently. Timeframes to be confirmed and updated once this process has been undertaken. Audit is currently 30% complete. Carry over action for 2023-24.

*Last Updated: 29-Jun-2023*


Action Title: 4.3.3.2 Finalise the Johnsons Beach Master Plan (BBQ shelter).

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


**Action Progress Comments:** COMPLETED: BBQ completed and opened in the last week of March 2023.

*Last Updated: 29-Mar-2023*


Action Title: 4.3.3.3 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	Completed	01-Jul-2022	30-Nov-2022	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: The field work has been completed and lighting in the selected public places and parks has been reviewed. Costings based on existing service levels have been completed. The Open Space and Recreation Plan 2012-2022 review may lead to changes in lighting service levels. Completed pending confirmation of the final action plan following the Open Space Plan review. <i>Last Updated: 05-Jul-2023</i>						

Action Title: 1.2.2.1 Construction of the Turners Beach to Leith Shared Pathway including the old railway bridge


Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure Services - Infrastructure Services	Completed	01-Jul-2022	31-Jan-2023	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: The project is complete with defects works currently being attended to including a redesigned viewing area and seat arrangement on the bridge. <i>Last Updated: 29-Jun-2023</i>						

Action Title: 4.3.1.4 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	Completed	01-Jul-2022	28-Feb-2023	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> COMPLETED: Council adopted the concept plans at the January 2023 Council Meeting. The list of projects will be added to the Long-term Financial Plan. <i>Last Updated: 01-Feb-2023</i>						

## Office of General Manager


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	Completed	01-Aug-2022	30-Sep-2022	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: Workforce plans now complete.

*Last Updated: 05-Jul-2023*


Action Title: 1.1.5.1 Investigate and support further tourism development in the Dial Range, south of Penguin

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Strategy & Policy Officer - Office of General Manager	Completed	01-Sep-2022	31-May-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: The Tourism Developments at the Dial Range Co-design Workshop was held in Penguin on 16 March. Co-design Teams developed four Project Plans for: a multi-purpose Adventure Hub, located at the Penguin Mountain Bike Club; a site plan for the informal Mount Montgomery car park; development of visitor interpretations, signage and print/digital media; and enhanced marketing efforts. Following a comment period for the Workshop group, further support for the co-designed Project Plans will be provided by the development of a 'Tourism Developments at the Dial Range Proposal' to inform the Tourism Strategy being developed in 2023-24.

*Last Updated: 02-Jun-2023*


Action Title: 1.1.5.2 Participate in the development of a Dial Range Joint Recreation and Land Management Plan

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

**Action Progress Comments:** COMPLETED: A meeting was held on 19 January 2023 with the PWS and the Council. The Council requested future and aspirational developments be included for grant funding purposes. The Council also discussed, and the PWS agreed, that more actions be included in the Plan that are linked with the project's community engagement report. The PWS provided a draft version of the updated Plan on 21 February 2022. Council submitted feedback on the draft Plan to the PWS in March 2023. The PWS are finalising for printing.

*Last Updated: 05-Jul-2023*

Action Title: 1.1.6.1 Investigate and support further sustainable development of the Leven Canyon Reserve

Responsible Officer	Status	Start Date	End Date	% Complete	Target	On Target %
Strategy & Policy Officer - Office of General Manager	Completed	01-Jul-2022	31-Mar-2023	100%	100.00%	 GREEN

**Action Progress Comments:** COMPLETED: The Sustainable Developments at the Leven Canyon Co-design Workshop was held in Ulverstone on 15 March. Co-design Teams developed three Project Plans for: enhanced marketing efforts; an extension to Cruickshanks Lookout; and upgrade of the Leven Canyon Floor Walk track. Following a comment period for the Workshop group, further support for the co-designed Project Plans will be provided by the development of a 'Sustainable Developments at the Leven Canyon Proposal' to inform the Tourism Strategy being developed in 2023-24.

*Last Updated: 02-Jun-2023*

# Central Coast Council

## Deputations Policy

July 2023



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## PURPOSE

The purpose of this Policy is to set conditions to be imposed on deputations to a meeting of the Council or a Council Committee.

## SCOPE

This Policy applies to Council meetings and Council Committee meetings.

## STANDARDS (INCLUDING RELEVANT LEGISLATION)

This Policy was developed in accordance with:

### *RELEVANT LEGISLATION*

- . *Local Government Act 1993*
- . *Local Government (Meeting Procedures) Regulations 2015*

## POLICY STATEMENT

Regulation 38 of the *Local Government (Meeting Procedures) Regulations 2015* (the Regulations) provides as follows:

- “(1) The chairperson of a meeting, including a closed meeting, may invite a person –
  - (a) to address the meeting; and
  - (b) to make statements or deliver reports.
- (2) An invitation under subregulation (1) may be subject –
  - (a) in the case of a council meeting, to any condition the council may impose; or
  - (b) in the case of council committee meeting, to any condition the council, or the council committee, may impose.”

It is appropriate for operational purposes and fairness in decision making that the Council set conditions to be imposed on deputations.

This Policy imposes the following conditions in regard to deputations:

- 1 Any person who intends to comprise a deputation to the Council or a Council Committee is to make a written request to the chairperson setting out:
  - (a) the likely members of the delegation; and
  - (b) the nature of the matter or matters intended to be placed before the Council or Council Committee.

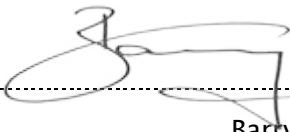
- 2 The chairperson and the General Manager are to decide whether or not the deputation is to be received.
- 3 If the chairperson and General Manager decide that the deputation is to be received, the General Manager is to note the item on the appropriate agenda.
- 4 Unless the Council or Council Committee decides otherwise, the recommendation, request or other matter placed before the Council or Council Committee by the deputation is not to be considered:
  - (a) until the deputation has withdrawn; and
  - (b) unless qualified advice has been provided under section 65 of the *Local Government Act 1993*.
- 5 A deputation:
  - (a) is not to exceed three persons; and
  - (b) is not to be permitted to continue in attendance on the Council or Council Committee for a period longer than 20 minutes.

## REVIEW

This policy will be reviewed every five years, unless organisational and legislative changes require more frequent modification.

Date of approval: 17 / 07 / 2023

Approved by:

  
Barry Omundson  
GENERAL MANAGER

# Central Coast Council

## Gifts and Donations Policy

July 2023



CENTRAL COAST COUNCIL

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## PURPOSE

The purpose of this Policy is to:

- . Outline obligations and responsibilities relating to Council officials accepting and reporting gifts and donations, in line with the *Local Government Act 1993* (in particular Part 5A – Gifts and Donations) and *Local Government (General) Regulations 2015* (in particular Part 3A – Gifts and Donations); and
- . To protect Council officials from being compromised and assist them in making appropriate judgements in relation to gifts and donations and furthermore, avoid a public perception of bias, which may impact the integrity of their role and the Council.

## SCOPE

This Policy applies to all gifts and donations offered to, or received by, Central Coast Council officials and is to be applied in conjunction with provisions contained within the Code of Conduct of Councillors, Employees Code of Conduct Policy and any other relevant Council policies and procedures.

Gifts are usually unsolicited and are meant to convey a feeling of gratitude on behalf of the giver. In providing local government services to the community there should be no expectation of repayment.

## STANDARDS (INCLUDING RELEVANT LEGISLATION)

This Policy was developed in accordance with:

### *RELEVANT LEGISLATION*

- . *Local Government Act 1993*
- . *Local Government (General) Regulations 2015*

### *RELATED POLICIES/DOCUMENTS*

- . Code of Conduct of Councillors – 2023
- . Employee Code of Conduct Policy – 2022

### *RELATED FORMS/TOOLS*

- . Gifts and Donations Declaration Form – Councillors
- . Gifts and Donations Declaration Form – Employees
- . Gifts and Donations Register

## DEFINITIONS

***Benefit*** – a non-tangible item which is believed to be of value to the receiver i.e. preferential treatment such as queue jumping, access to confidential information and hospitality.

***Bribe*** – a gift or donation given specifically for the purpose of winning favours or to influence the decision or behaviour of a Council official to benefit someone or something.

***Cash*** – money or vouchers which are readily convertible.

***Conflict of interest*** – any situation in which an individual or corporation (either private or government) is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit.

***Council officials*** – Mayor, Councillors, Council staff (including those staff engaged through an employment agency), Council committee members and volunteers.

***Cumulative gift*** – a series of gifts of nominal value from the same person or organisation over a six-month period which may have an aggregate value that is modest, e.g. A \$10 lunch is bought for the Council official each week over a period of time.

***Direct report*** – a Council official whose position at the Council is directly below that of another person, and who is managed by that person.

***Family member*** – includes parents, spouses, children and siblings.

***Gift*** – is usually a tangible item provided at no charge. Gifts may include, but are not limited to items such as cash, a loan of money or property, goods and services made available at heavily discounted prices, alcohol, clothes, products, invitations to social functions and tickets to sporting, theatrical or music events.

***Gift of gratitude*** – a gift offered to an individual or department in appreciation of performing specific tasks or for exemplary performance of duties. Gifts to staff who speak at official functions may be considered an example of gifts of gratitude.

***Gift of influence*** – a gift that is intended to generally ingratiate the giver with the recipient for favourable treatment in the future.

***Gifts and Donations Declaration Form*** – a form to be completed (example template at (Attachment 1 and 2) when an individual receives a gift or donation of a non-token nature above the nominal limit or receives a series of token gifts or donations over a six-month period that may have significant aggregate value (Cumulative gift).

***Gifts and Donations Register*** – a register maintained by Council of all declared gifts and donations (Attachment 3).

***Hospitality*** – the provision of accommodation, meals, refreshments or other forms of entertainment.

***Interested source*** – a person or organisation (excluding public sector bodies) which;

- . seeks business with Council;
- . conducts activities regulated by Council; or
- . has an interest which may be substantially affected by the performance or non-performance of the official's duties.

**Modest value** – is the monetary limit of the value of gifts or donations that may be accepted, i.e. total value of gift or donation received. A gift or donation is of modest value, if it has a value of over \$50 and below \$500.

**Nominal value** – is the monetary limit of the value of gifts or donations that may be accepted, i.e. total value of gift or donation received. A gift or donation is of nominal value, if it has a value of up to \$50.

**Non-token** – items that are of a more individual nature, with a value above the nominal donation limit. Items may include: free or discounted travel; use of holiday homes; corporate hospitality at major sporting events; free training excursions; tickets to major events and access to confidential information.

**Public perception** – the perception of a fair-minded person in possession of the facts.

**Significant value** – is the monetary limit of the value of gifts or donations that has a value above the nominal and modest value limit of \$500 and above.

**12 month period** – refers to a period of time during each financial year, e.g. 1 July – 30 June annually.

**Token** – often mass produced i.e. pens, calendars, ties or items with a company logo on them, offered in business situations to individuals. Usually have a value under the nominal donation limit.

## POLICY STATEMENT

Council officials at all times and in all circumstances must be seen to be fair, impartial and unbiased.

Council officials should actively discourage offers of gifts and donations and must not solicit gifts or donations.

Council officials must not take advantage of their official position to secure an unreasonable personal profit or advantage.

People doing business with the Council should be encouraged to understand that they do not need to give gifts or donations to Council officials to get high quality service.

From time to time Council officials may be offered gifts or donations. In some limited circumstances gifts and donations may be accepted. Token gifts of nominal value may generally be received. Non-token gifts of significant value should not be accepted.

Council officials should at all times be aware of the wider situation in which an offer of a gift or donation is being made. For example, Council officials should consider whether the donor is in or may be seeking to enter into a business relationship with the Council or may be applying to Council in relation to the exercise of Councils functions.

Council officials must avoid situations that suggest that a person or body, through the provision of gifts or donations is attempting to secure favourable treatment from the Council.

When deciding whether to accept or decline a gift or donation, consideration should be given to both the value of the gift or donation and also the intent of the gift or donation being offered.



If educational programs are identified that are relevant to this Policy, all Council officials will be provided the opportunity to attend.

Candidates for a local government election who are not sitting candidates are not required to disclose gifts or donations received during the election period. Only sitting councillors are required to disclose gifts or donations during their term and during an election period.

## **ACCEPTABLE GIFTS AND DONATIONS**

Gifts or donations of a token nature at or below nominal value may generally be accepted by Council officials without disclosing details to a Direct Report and without recording the details of the gift or donation on the Gifts and Donations Declaration Form or Register (Attachment 1, 2 and 3).

That said, Council officials who receive token gifts greater than the nominal value from the same person or organisation during a 12 month period must, disclose that fact in the gifts and donations register.

If a Council official has any doubt if a gift or donation is token or of nominal value they should seek the advice of the General Manager.

### **Token gifts or donations:**

Gifts or donations of a token nature which are unlikely to create the appearance of a conflict of interest and include:

- . Items with a company logo on them, ties, scarves, coasters, diaries, chocolates, flowers.
- . Books given to individuals at functions, public occasions or in recognition of exceptional work done.
- . Gifts of single bottles of reasonably priced alcohol given to individuals at functions, public occasions or in recognition of exceptional work done
- . Free or subsidised meals of a modest nature and/or beverages provided infrequently (and/or reciprocally) that have been arranged for or in connection with the discussion of official business.
- . Free meals of a modest nature and/or beverages provided to Council officials who formally represent Council at work related events such as training, education sessions and workshops.
- . Invitations to approved social functions organised by groups such as Council Committees and community organisations.

### **Nominal value**

For the purpose of this Policy the current nominal value limit is identified in the Definitions section.

## **NON-ACCEPTABLE GIFTS AND DONATIONS**

Accepting gifts of money is prohibited.

Council officials should generally not accept gifts or donations that appear to be non-token in nature or more than of a nominal value.

If a gift or donation of a non-token nature or above nominal value is offered and cannot reasonably be refused (as this action may cause embarrassment), the offer and receipt of the gift or donation must be declared via completion of a Gifts and Donations Declaration Form (Attachment 1) and the details must be recorded on the Council Gifts and Donations Register (Attachment 2).

If a Council official refuses a gift or donation because they believe that the gift was a deliberate attempt to receive “special treatment”, then such instances are to be reported to the General Manager or Mayor (if appropriate).

### **Non-token gifts and donations**

Gifts or donations of a non-token nature include:

- . Free or discounted travel
- . Use of holiday homes
- . Tickets to major sporting events
- . Corporate hospitality at a corporate facility or sporting venue
- . Free training experiences
- . Discounted products for personal use

At times a gift of a non-token nature may be given from one authority to another. Such gifts are often provided to a host authority. These gifts may be given as an expression of gratitude without obligation on the receiver to respond. The gratitude usually extends to the work of several people in the authority and therefore the gift is considered to be for the authority, not a particular individual.

Prizes won by Council officials attending seminars, conferences etc. in an official capacity are subject to the Policy and it must be demonstrated that the prize was won through an open process.

### **Significant value**

For the purpose of this Policy a gift or donation with significant value has a value above the specified modest value limit and is identified in the Definitions section.

### **General Manager’s overriding authority**

Notwithstanding anything else in this policy, the General Manager may approve in writing the receipt of a gift or donation from an interested source where this is deemed to be in the Council’s interest.

## **BRIBES**

Council officials must not offer or seek a bribe. A person offered a bribe should refuse it and report the incident as soon as possible to the General Manager. Council will take steps to report the matter to Police immediately.

Receiving a bribe is an offence under both the common law and Tasmanian legislation.

## **FAMILY MEMBERS**

Council officials must take all reasonable steps to ensure that immediate family members do not receive gifts or donations of a non-token nature or gifts or donations above the nominal value which are in any way related to Council business. Immediate family members include parents, spouses, children and siblings.

## **RECORDS – GIFTS AND DONATIONS REGISTER**

Council officials who receive token gifts or donations greater than the nominal value limit from the same person or organisation (cumulative gift) must disclose that fact on the Gifts and Donations Declaration Form and Register (Attachment 2 and 3) within 14 days of receipt of the gift or donation.

If a Council official receives a non-token gift or donation in circumstances where it cannot reasonably be refused or returned, the receipt of the gift or donation should be disclosed, and the details recorded on a Gifts and Donations Declaration Form (at Attachment 2) and in the Gifts and Donations Register (at Attachment 3) within 14 days of receipt of the gift or donation.

If the gift or donation is received while the Council official is outside of Australia, notice is to be provided within 14 days of returning to Australia.

The Register will be available on the Council's website for public inspection.

The content of the Register will be monitored by the General Manager on a quarterly basis.

## **DISPOSAL OF GIFTS**

The General Manager will determine whether a gift or donation of a non-token nature should be disposed.

There are options for the disposal of gifts that have been accepted because they could not reasonably be refused but should not be retained by an individual. Examples of such circumstances where gifts or donations may be received include:

- . Gifts accepted for protocol or other reasons, where returning it would be inappropriate
- . Anonymous gifts (received through the mail or left without a return address)
- . A gift received in a public forum where attempts to refuse or return it would cause significant embarrassment
- . A gift or donation of significant value provided to a Council official through a Will, where the relationship between the giver and recipient was essentially a Council-related business relationship.

Options for disposal include:

- . Surrendering the gift to Council for retention.
- . Distributing the gift or donation amongst a selection of Council's officials – where a reasonable person would agree that the allocation was appropriate (public perception).
- . Donating the gift to an appropriate charity.

## **BREACHES OF POLICY**

All Council officials are obliged to comply with this Policy and sanctions may be applied if the Policy is breached.

Any person may report an alleged breach of this Policy by an official of the Council to the General Manager or Mayor (as appropriate) who shall investigate any report received and take such action as is considered necessary.

If this Policy has been breached, such action may include counselling, code of conduct complaint, disciplinary action (including termination of employment), referral to the Integrity Commission the laying of charges and the taking of civil action.

### **Examples:**

#### **Situation 1**

Receipt of a significant gift or donation (e.g. air travel and accommodation to an overseas conference) provided by an organisation which has a business proposal, regulatory application, or tender with Council for consideration.

**Outcome:** Prohibited unless the General Manager approves.

#### **Situation 2**

Receipt of a significant gift or donation e.g. flights, accommodation and conference fees provided by a professional organisation in order for the official to speak at the conference which has no business arrangements with Council.

**Outcome:** Acceptable but must be reported and seek approval of the General Manager.

#### **Situation 3**

Acceptance of a significant gift or donation e.g. travel/accommodation to an overseas conference provided by an existing contractor to Council.

**Outcome:** Prohibited unless the General Manager approves.

#### **Situation 4**

Acceptance of a modest gift or donation e.g. Corporate box tickets worth under \$500, while Council is assessing a regulatory application, tender or proposal from the interested source where the official may influence the decision.

**Outcome:** Prohibited unless the General Manager approves.

#### **Situation 5**

Acceptance of a modest gift or donation from a disinterested source.

**Outcome:** Acceptable but must be reported.

## **Situation 6**

Acceptance of a nominal gift or donation e.g. bottle of whiskey (or comparable) from a developer, contractor or client, provided major decisions in relation to the interested source are not pending.

**Outcome:** Acceptable.

## **REVIEW**

This Policy should be reviewed at least every four years following the conduct of Local Government elections, unless organisational and legislative changes require an earlier review.

This Policy, including the amounts and frequencies specified, may be varied by resolution of the Council. When varied, the amounts and frequencies that apply to the policy must be updated, included in the Definitions section and notification of an update Policy provided to all Council officials.

## **RESPONSIBILITIES**

### **General Manager:**

- . approves in writing the receipt of a donation from an interested source where it is deemed to be in Council's interest to accept (overriding authority), forwards details to Human Resources for record keeping;
- . reports bribes to Police;
- . reviews Gifts and Donations Register on a quarterly basis;
- . Updates policy; and
- . provides advice to Council officials in line with this Policy.

### **Direct Reports:**

- . ensure implementation of this Policy on an operational level;
- . forward a copy of any Declaration Forms to Human Resources; and
- . report suspected gifts of influence to the General Manager.

### **Council Officials:**

- . report gifts or donations of non-token nature to Direct Report using the Gift and Donations Declaration Form; and
- . diarise any token gifts or donations received and advises their Direct Report.

### **Human Resources:**

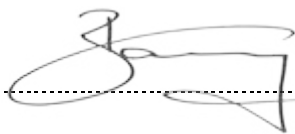
- . maintains and updates the Gifts and Donations Register and corresponding details on a monthly basis;
- . forwards Gifts and Donations Register to the General Manager on a quarterly basis.

## ATTACHMENTS

- . Appendix 1 – Gifts and Donations Declaration Form – Employees
- . Appendix 2 – Gifts and Donations Declaration Form – Councillors
- . Appendix 3 – Gifts and Donations Register – example.

Date of approval: .....17 /...07..../2023...

Approved by:

  
.....  
Barry Omundson  
GENERAL MANAGER



## GIFTS AND DONATIONS DECLARATION FORM – STAFF

### RECIPIENT DETAILS

Name: ..... Position: .....

Department: .....

Relationship to Donor: .....

### DETAILS OF THE GIFT OR DONATION

Name of Donor: .....

Suburb or locality where donor resides (if known): .....

Date received: ..... Date notified Direct Report: .....

Value (provide estimate if unknown) \$ .....

Description of gift/donation: .....

Circumstances of gift/donation (reasons/s for granting): .....

Was gift/donation **received** or **declined**? (please circle)

Reasons for determination (why received or declined)? .....

If gift/donation accepted, was gift/donation retained by the **employee** or the **organisation**?  
(please circle)

Name and position who authorised acceptance of gift/donation: .....

Signature: ..... (Recipient of gift/donation)

Date: .....

Signature: ..... (Person authorising receipt of gift/donation)

Date: .....

Please forward completed form to Human Resource Officer or  
Human Resource Systems Officer, within 14 days of receipt of gift or donation.

PO Box 220  
19 King Edward Street  
Ulverstone Tasmania 7315  
Tel 03 6429 8900  
Fax 03 6425 1224  
admin@centralcoast.tas.gov.au  
www.centralcoast.tas.gov.au



## GIFTS AND DONATIONS DECLARATION FORM – COUNCILLORS

### RECIPIENT DETAILS

Name: ..... Position: .....

Relationship to Donor: .....

### DETAILS OF THE GIFT OR DONATION

Name of Donor: .....

Suburb or locality where donor resides (if known): .....

Date received: .....

Value (provide estimate if unknown) \$ .....

Description of gift/donation: .....

Circumstances of gift/donation (reasons/s for granting): .....

Was gift/donation **received** or **declined**? (please circle)

Reasons for determination (why received or declined)? .....

If gift/donation accepted, was gift/donation retained by the **Councillor** or the **organisation**?  
(please circle)

Name and position who authorised acceptance of gift/donation: .....

Signature: ..... (Recipient of gift/donation)

Date: .....

Signature: ..... (Person authorising receipt of gift/donation)

Date: .....

Please forward completed form to Human Resource Officer or  
Human Resource Systems Officer, within 14 days of receipt of gift or donation.

PO Box 220  
19 King Edward Street  
Ulverstone Tasmania 7315  
Tel 03 6429 8900  
Fax 03 6425 1224  
admin@centralcoast.tas.gov.au  
www.centralcoast.tas.gov.au



[illegible]



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

Period: 20 June to 17 July 2023

- . Final Plan of Survey and Schedule of Easements  
CT238291/1 & CT54967/160 – Trevor Street, Ulverstone  
DA217177 – Subdivision – 8 lots and road lot  
DA2018242 – Subdivision – 6 lots
- . Final Plan of Survey and Schedule of Easement  
172 Main Road, Ulverstone & 1 Rawson Street, Ulverstone  
DA2022288 – Subdivision – boundary adjustment
- . Retail Agent (Consignment) Agreement – Ulverstone Visitor Information Centre  
Tasmania Parks and Wildlife Service and Central Coast Council  
Term: 1 July 2023 – 30 June 2024
- . Transfer Agreement  
Tasmanian Networks Pty Ltd and Central Coast Council  
Electricity Infrastructure Easement – Vol. 171444 Fol. 1

Barry Omundson  
GENERAL MANAGER



## **SCHEDULE OF CONTRACTS AND AGREEMENTS**

*(Other than those approved under the common seal)*

Period: 20 June to 17 July 2023

### *Agreements*

- . Local Roads and Community Infrastructure Program – Phase 4  
Department of Infrastructure, Transport, Regional Development,  
Communications and the Arts (grantor) and Central Coast Council (grantee)  
Signed on: 5 July 2023
- . Deed of Release and Settlement – HIVE Lease  
Fielding Family Trust and Central Coast Council  
Executed on: 22 May 2023
- . Lease Agreement – Ulverstone Tennis Club  
Ulverstone Tennis Club Inc. (lessee) and Central Coast Council (lessor)  
Signed on: 20 June 2023
- . Lease Agreement – Restaurant – Leven River Wharf Precinct  
Island State Brewing Pty Ltd (lessee) and Central Coast Council (lessor)  
Signed on: 20 June 2023

Barry Omundson  
GENERAL MANAGER



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

Period: 20 June to 17 July 2023

- . A letter from a ratepayer concerning the closure of a local dog boarding and training facility.
- . One letter and one email from ratepayers concerning a proposed development at the Penguin Caravan Park.
- . An email from the Planning Institute Australia inviting nominations for the Planning Excellence Awards 2023.
- . An email from a ratepayer regarding The Voice referendum.
- . An email from a ratepayer inviting Councillors to a film event.
- . An email from the Australian Local Government Association inviting Councillors to the 2023 National Local Roads, Transport and Infrastructure Congress.
- . An email from a ratepayer regarding stormwater drain issues near a property in Penguin.
- . An email from Planning Matters Alliance Tasmania regarding the Future of Local Government Review.
- . A letter from the Tasmanian Masters Games seeking support from the Council.
- . A letter from the Tasmania Fire Service seeking the Council's support for their Community Bushfire Ready Challenge.

A handwritten signature in black ink, appearing to read 'Barry Omundson'.

Barry Omundson  
GENERAL MANAGER

# ULVERSTONE SPORT AND LEISURE CENTRE AND SHOWGROUNDS MASTER PLAN **REVIEW**

JUNE 2023



## About this document

This document is Ulverstone Sport and Leisure Centre and Showground Master Plan review, prepared by @leisure Planners.

The design concepts for the site and the building were prepared by Studio 106 Architects.

The views expressed in the consultation section of this document are those provided by those interviewed. They do not necessarily reflect the views held by @leisure or Council.

## Acknowledgements

@leisure would like to acknowledge the support and assistance provided by:

- Daryl Connelly, Director Community Services (Project Manager)
- Central Coast Councillors
- Council staff including:
  - Robert Bourke Recreation Facilities Coordinator
  - Simon Angilley Manager Community Development
- Clubs, associations, and user groups who were interviewed and provided information for the project.
- Dion Gosling Studio 106 Architects prepared the architectural concepts.

## What is a Master Plan?

A master plan is a blueprint for the future development, an agreed direction by the landowner/manager and users about the best way to develop a site or a facility, based on the current demand and condition of facilities.

A master plan is not intended to be a commitment to fund development projects in the short term.

The intent is to be able to direct a complete package of improvements over time and develop components of that plan as and when funds become available.

If and when funding becomes available projects will undergo detailed design before construction.

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## 1. The Project

The purpose of the project is to assess the layout and use of the Ulverstone Sport and Leisure Centre and to incorporate the findings in the finalisation of the master plan for the Ulverstone Showgrounds Precinct.

The finalised master plan will create a vision for the precinct over the medium to long term that will:

- Optimise the layout of facilities
- Maximise opportunities for participation in sport and recreation.

### 1.1. The process

@leisure undertook the following tasks as part of the review:

- A review of the previous master plan and appropriate documents
- Site inspections including a walk over with key staff
- Attended a detailed briefing by staff
- Detailed consultation with relevant peak sporting bodies, clubs, and user groups
- Assessment of existing constraints and potential improvements of both the Ulverstone Sport and Leisure Centre and the Showgrounds site.
- Preparation of options for the indoor sports centre and the outdoor playing fields
- Briefing of the architect and preparation of layouts for the outdoor playing field precinct and the indoor sports courts
- A briefing and consultation with the Councillors
- A further meeting with Council staff
- Refinement of the concepts following the Council workshop and staff review.

### 1.2. Who was consulted

In addition to Council staff and Councillors, the following groups were interviewed:

- The Slipstream Circus (onsite and phone interviews)
- North-West Thunder Basketball Club (phone interview)
- Central Coast Badminton (phone interview)
- Ulverstone Judo (onsite)
- Devon Netball (phone interview)
- Ulverstone Basketball Association (phone interview)
- Ulverstone Squash Association (phone interview)
- Ulverstone Softball Association (phone interview)
- Ulverstone Soccer Club (on site and phone interview)
- Ulverstone Poultry Club (phone interview)
- Ulverstone Kennel Club (phone interview)
- Ulverstone Show Society (part of above phone interview)
- Athlete 42 (phone interview)
- Rotary Club of Ulverstone (phone interview)
- Lions Club of Ulverstone (phone interview)
- Football Tasmania (in person and phone interview)
- Christine Stock Exercise Trainer (phone interview)
- Central Coast Netball (phone interview)

Appendix 1 contains the detailed findings and actions for consideration from the consultation.



## 2. The Site

### 2.1. Context

The showground is located on the banks of the Leven River.



The Indoor Sport and Leisure Centre is located on the east side of the reserve on the river foreshore as shown in the images.



Images source: Ulverstone Showground Concept Master Plan, Inspiring Place, March 2020

The site is shown below in context with other sporting facilities in the surround area.



Image source: The List



The images following shows the showground site and the adjacent parks and sporting facilities.



Source: Aerial photo from the List



Image Google Earth.

The follow image is an aerial of the current site.

## 2.2. Key facilities

Key facilities in the precinct include the following. The numbers correspond to the map.

### Indoor Sport and Leisure Centre 1

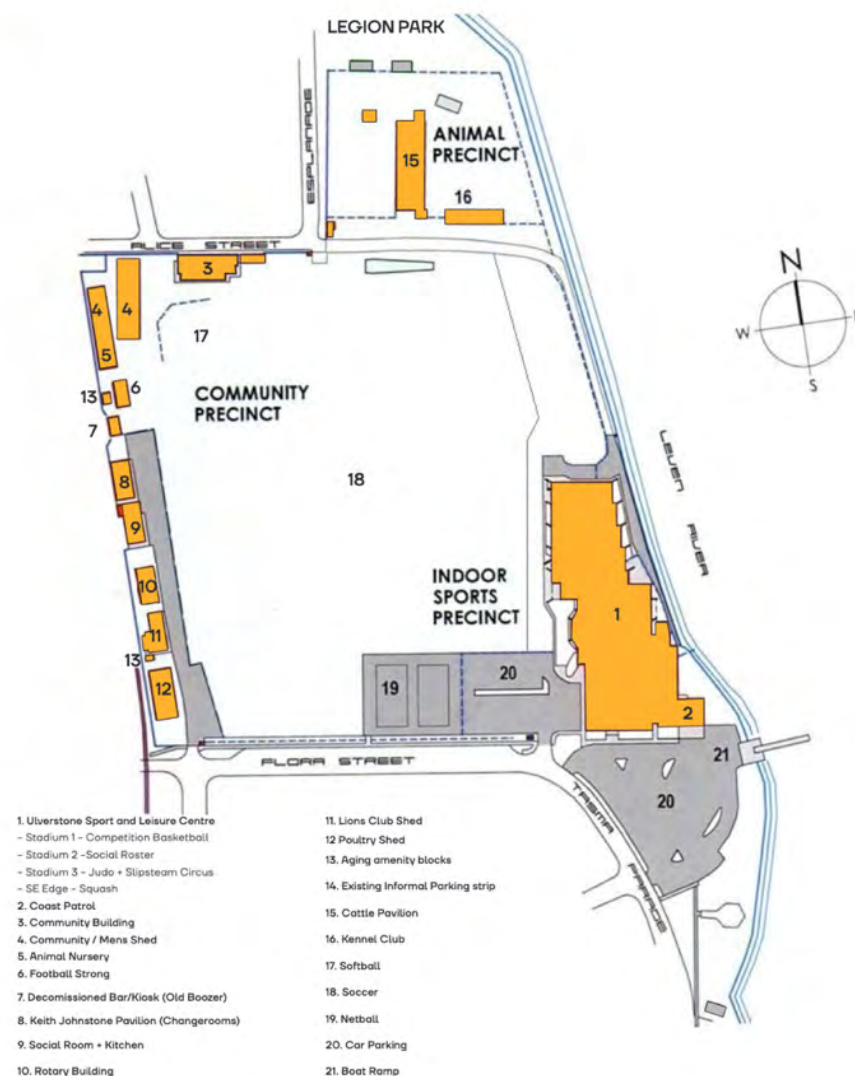
See over for a floor plan of the facility.

### Show building and support facilities

- Community Building 3
- Community / Men's Shed 4
- Animal Nursery 5
- Football Strong (Athlete 42) 6
- Decommissioned Bar/Kiosk (Old Boozer) 7
- Keith Johnstone Pavilion (Change rooms) 8
- Social Room + Kitchen 9
- Rotary Building 10
- Lions Club Shed 11
- Poultry Shed 12
- Aging amenity blocks 13
- Existing Informal Parking strip 14
- Cattle Pavilion 15
- Kennel Club 16

### Outdoor playing fields/ Showyards

- Softball diamond 17
- Soccer-football fields 18
- Outdoor netball courts 19
- Car parking 20
- Boat ramp 21



Source: Inspiring Place Pty Ltd  
Ulverstone Showground Draft Master Plan 2020.



- Stadium 1 - Competition Basketball
- Stadium 2 -Social Roster
- Stadium 3 - Judo + Slipstream Circus
- Squash
- Coast Patrol.



## Strengths and weaknesses of the site

The east and southwest of the site is subject to flooding and has some potential erosion hazards due to its foreshore location. These have been considered in the planning of building extensions. However, Council believes there are few options for an alternative site for the current facilities.



*Areas previously subject to flooding as per the List 2022*



*Image from the List showing high Hazard zone, (pink), medium yellow (recession to 2050) and acceptable hazard zone (green).*

A boat ramp is located just south of the Indoor Sport and Recreation Centre building. The car park that serves the building also serves this boat ramp.

The indoor sport and leisure centre provides a central hub for indoor sports in Ulverstone. Multiple sports and recreation activities, including basketball, netball, judo, fitness, squash, and circus, are provided. The building has been added to on several occasions. Master planning should enhance the integration of the various elements to enhance participation and spectator viewing and the viability of the clubs.

The following image shows the building footprints in black.



*Source: Image from the List*

The Indoor Sport and Leisure Centre building is located on the east side of the reserve (see yellow area in the above image) which has some limitations due to the proximity of the river but also from the perspective of serving viewing, change rooms and canteen for those sports fields.

This site has a number of existing buildings on the west and the north of the precinct that have been used for a variety of uses and were largely provided for show purposes.

These buildings are now used for year-round rather than annual events, yet they are not all fit for purpose or served with toilets and change rooms, for example.



The condition of the separate pavilions varies, and with the cost of maintenance and functionality, a review of these and suitable future use is appropriate

There is an opportunity to utilise/extend or upgrade selected buildings to provide direct support facilities for the outdoor sports uses from the preferred western or northern orientations.

The site has a rail line on the western edge. Unfortunately, the buildings are located close to that, limiting opportunities for rearranging entries and vehicle access ways away from conflict with sporting and pedestrian use.

A great strength of the outdoor space is the large open footprint without internal fencing or divisions that allow flexibility over time as to how the area is used and marked, its potential for events, and the ability to respond to fluctuating demand for different sports.

### Zoning

The site is zoned Recreation in the Tasmanian Interim Planning Scheme.

The site abuts General Residential to the south and north. The areas overlooking the precinct from the west are zoned Local Business and the southwest Commercial. See following image.



*Planning scheme zones. Image source: The List*

### Analysis of each area and use of the site

Appendix 1. provides an analysis of the current situation, the directions from the past master plan, and the preferred recommendations of this master plan for each user group and facility on the site.

## 3. The Master Plan

### 3.1. Vision

#### Council Vision

The vision for the Central Coast, as set out in the Central Coast Strategic Plan 2014-2024 is:

#### Living Our Potential

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

#### Values

Key aspects of what Council values relevant to this site includes:

#### Our Natural Assets

- Coastline, beaches, and river foreshore parks.

#### Our Built Assets

- Parks, reserves, and playgrounds
- Sporting, health, and community related facilities, and
- Our Social and Cultural Assets
- Relaxed lifestyle
- Richness/variety of opportunities
- Strong sense of community
- Proud history
- Community networks/connections and relationships
- Friendly and inclusive; a sense of safety and belonging
- High levels of community engagement
- Service, sport, and community clubs
- Community service and volunteering; schools and education

- Arts and theatre culture
- Community and cultural events

#### Our Human Assets

- Experienced older generations
- Our young people
- Leadership and collaboration/partnerships
- Creative and insightful
- Innovative and entrepreneurial spirit
- Can do attitude, and
- Resilience.

#### Vision for the Ulverstone Showground Precinct

The vision of the precinct is:

An integrated precinct of functional space for indoor and outdoor sports and events that are: code compliant, encourage sporting, social and physical participation by people of all ages and abilities, and are sustainable and cost-effective to maintain.

Facilities should be fit for purpose for their use but designed to ensure they can serve a wide range of activities and respond to changes in demand.

### 3.2. Key Objectives for Change

@leisure devised a series of critical objectives for change following the assessment of the issues arising from the consideration of recreational demand and the assessment condition and suitability of facilities for their use and potential. These are provided below.

#### Indoor Sport and Leisure Centre

- ▶ Provide an integrated leisure centre with a suite of functional spaces for sports with one entry and support facilities.
- ▶ Provide a functional upstairs social space with access to toilets, commercial kitchen, and views into existing courts.
- ▶ Create a main entry which has a 'street address', access to/integration of a new space for circus/judo and increase capacity for entry mingling, reception, hall of fame and canteen.
- ▶ Minimise the impact of the building extension on the green space, show and outdoor sport use
- ▶ Increase the functionality of storage, gym, wayfinding, and support facilities
- ▶ Increase the capacity of the building for basketball and other indoor sports
- ▶ Minimise the obstruction of views across the precinct by a large building across the south
- ▶ Minimise the impact of a new building from flooding and maintain access to the boat ramp
- ▶ Provide public shared courts in conjunction with the use of the indoor courts, for social play and training.

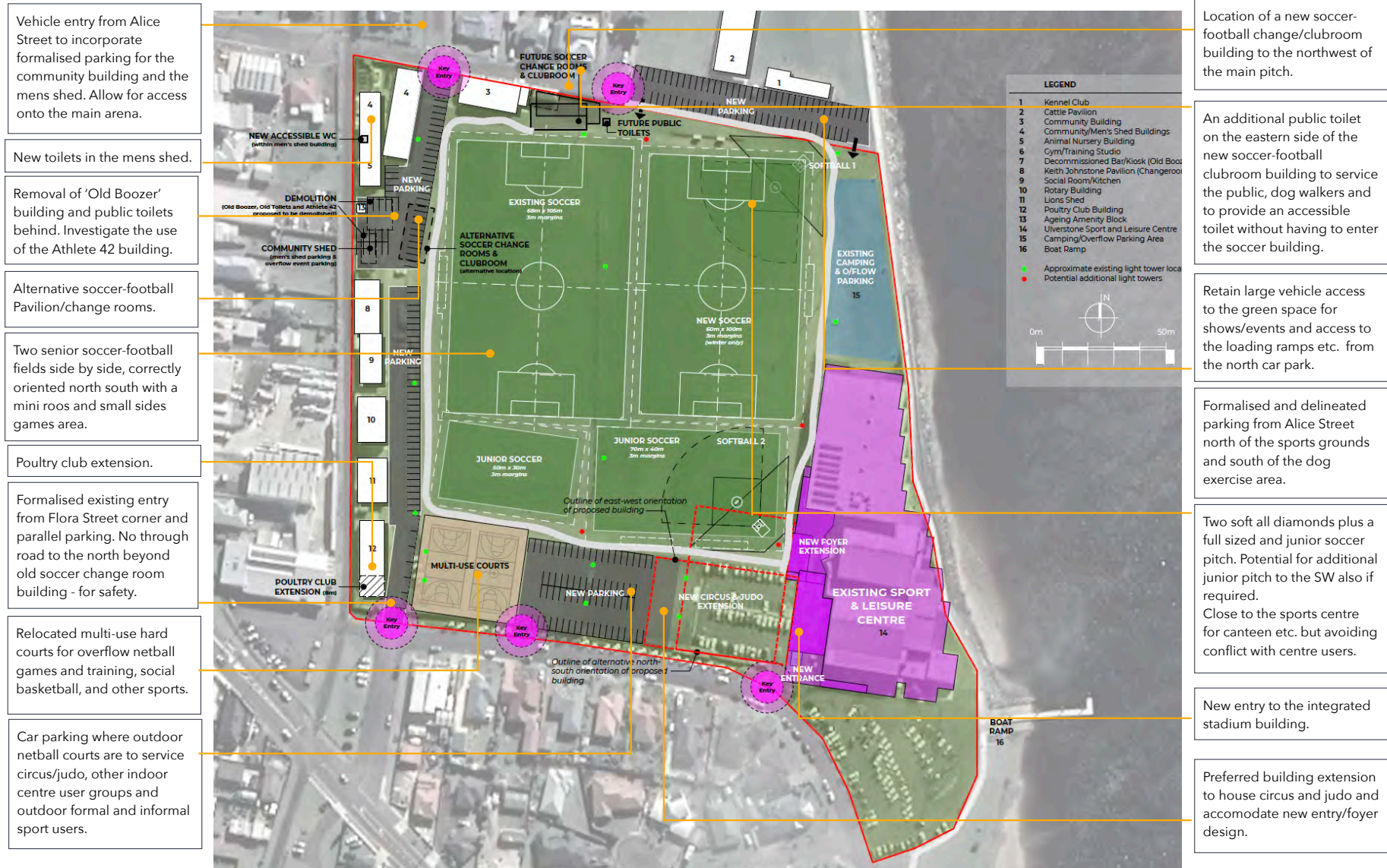
#### Showground precinct

- ▶ To provide compliant, full sized playing fields.
- ▶ Ensure these main playing fields are overlooked by a code compliant and gender equitable pavilion from the north/west and provided with designated car park areas to serve each user group across the site.
- ▶ Provide a layout that suits summer and winter codes and promote sharing of support facilities and playing fields
- ▶ Utilise and increase the usability/consolidation of existing buildings.
- ▶ Provide car parking to address the sports and community buildings but minimises the impact of car parking on the green space.
- ▶ Remove the conflict where users have to cross a vehicle access from the pavilion to the playing field.
- ▶ Provide toilets in separate buildings and for public use across the precinct.
- ▶ Ensure all facilities are welcoming to, include and are physically accessible to people of all ages, abilities, and identities.

The following image shows the overall preferred master plan layout of the precinct (with a winter field format).



### 3.3. Master Plan; Winter layout

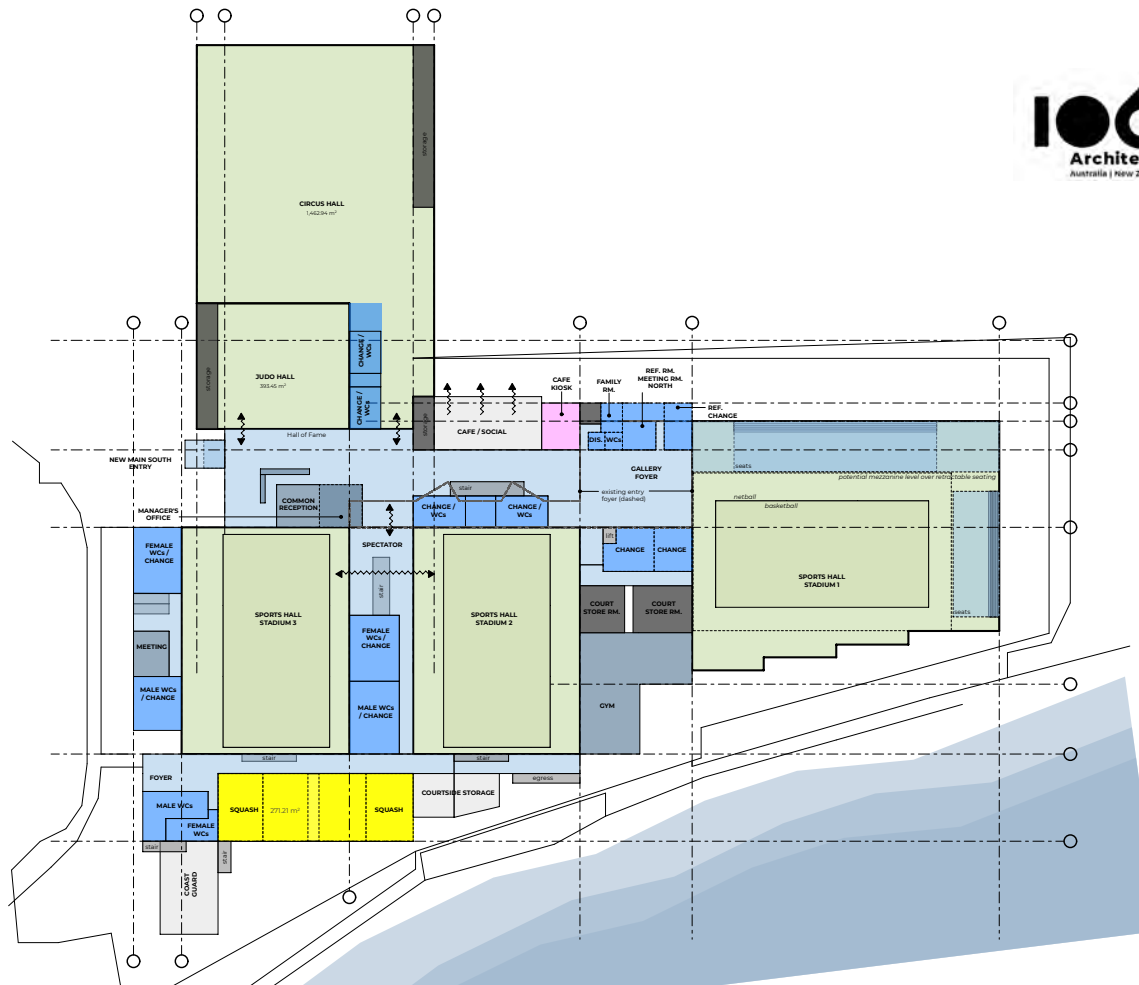




### 3.4. Master Plan; Summer layout



### 3.5. Master Plan: Ulverstone Leisure Centre-Ground Floor



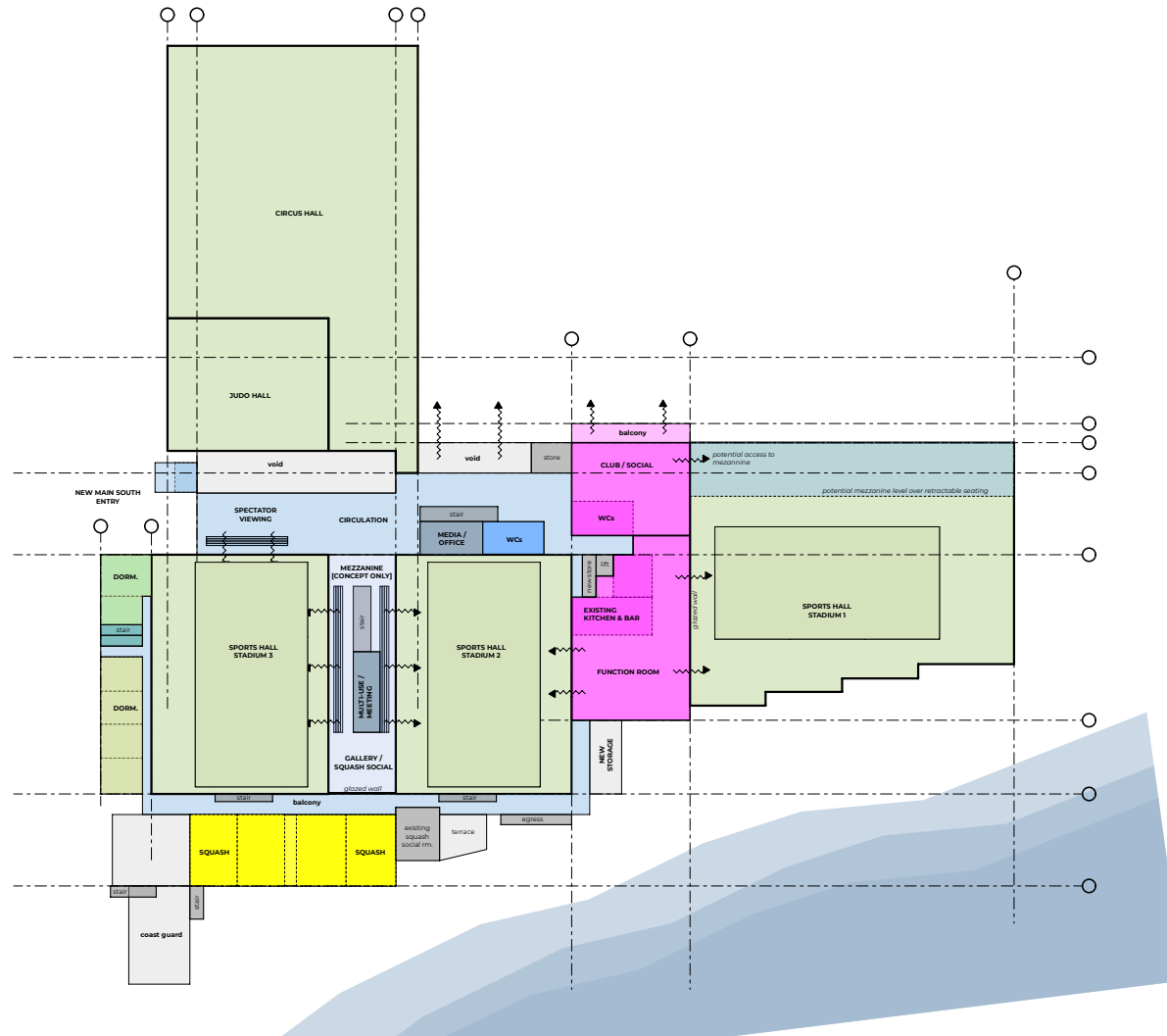
**106**  
Architects  
Australia | New Zealand

PROPOSED GROUND FLOOR

**SCHEMATIC PLAN - PROPOSED GROUND FLOOR**  
Scale 1:300 @ A1 :: 1:150 @ A3



### 3.6. Master Plan: Ulverstone Leisure Centre-1<sup>st</sup> Floor



PROPOSED 1st FLOOR

SCHEMATIC PLAN - PROPOSED 1st FLOOR  
Scale 1:300 @ A1 : 1:150 @ A3



## 4. Probable costs

The costs of the preferred developments within the building and fields of play have been estimated by Turner and Townsend quantity surveyors. The following table summarized these costs as at January 2023.

Component	Ulverstone Sport & Leisure Centre building works	Circus and Judo extension	Main entry	Refurbishment of the building	Soccer-football pavilion	Fields of play / Showgrounds
Building works	\$17,863,704	\$5,872,648	\$7,343,879	4,647,177	3,656,500	
External works and services		\$288,900	\$180,000	\$49,860	\$49,860	\$5,590,635
Total estimate with design contingencies	\$24, 011,080	\$8,047,814	\$9,831,225	\$6,132,041	4\$,851,325	\$7,299,751
With construction contingencies	\$30,629,415	\$10,188,770	1\$2,604,645	7\$,836,000	\$6,221,000	\$9,183,592

The estimated cost to construct a separate judo building (assuming a lighter weight construction) is \$1.9million.

Appendix 2. Provides the cost estimates supplied by Turner and Townsend Cost planners and Quantity Surveyors.



## 5. Details and other options considered

### 5.1. The outdoor precinct

#### Outdoor playing fields

Multiple options for summer and winter sports field layouts were considered that would provide minimum conflict between activities and provide full sized pitches in conjunction with support facilities. The preferred summer and winter formats are shown in the previous chapter.

The layout allows each sport to have a full-sized senior field of play in each season and enable sharing in the off season.

The playing field options show fully compliant sized fields, oriented correctly with the best relationship to support facilities and so that each sports code has access to at least one full sized field in their off season.

#### Soccer -football pavilion/changerooms

The proposed soccer-football pavilion and changeroom building has been shown to the north of the playing fields extending or adjacent to the community building.

This option provides viewing from the north and good car parking as well as a fully compliant and contemporary building. This shows the footprint for a two-storey building with change/storage on the ground floor and social and viewing on the first floor and is the preferred location for this building.

The minor disadvantage of this location is that viewing from the building is from the goal line rather than the side-line.

An alternative location for the pavilion is shown in the western part of the playing fields adjacent to the Keith Johnson Building. This location would restrict car parking, provide more potential conflicts between vehicle and pedestrians, and potentially increase parking demand in the western car park.

#### Outdoor hard courts

The outdoor practise and social hard courts have been relocated following the preferred location of a building extension to the stadium, and the need to ensure car parking addresses the stadium.

These courts will encourage social sports use and games, practice courts for basketball, as well as provide overflow courts for netball. Preferably they would be asphalt or concrete, with an acrylic coating and multi-lined for at least basketball and netball.

## 5.2. The Indoor Sports and Leisure Centre

### Location of a building for circus and judo

Multiple options were considered for the location of a fit-for-purpose building to accommodate circus and judo.

The option for a stand-alone building in the precinct was not considered viable and impacted on the layout of the showground's precinct and views into the space.

All options assume that circus and judo facilities would be connected and integrated to the main indoor sport and leisure centre, not as a separate building in the precinct.

The main building orientation options are:

- The building positioned east west adjoining the main entry (preferred). This provides the least impact on the green space.
- The building positioned north/ south adjoining the main entry. The north south building extension is not preferred because it interferes with the main entry the ability for the canteen and other foyer activities to service the outdoor playing fields. This option also impacts on the green space and the ability to provide the number of pitches desired.
- An extension to the main building to the south in the current car park was explored. This option was seen to significantly impact on parking and water-based recreation activities and was not considered further.

The following image show these options.



Two alternative sites/ orientations for the extension to accommodate circus and judo



## Judo hall

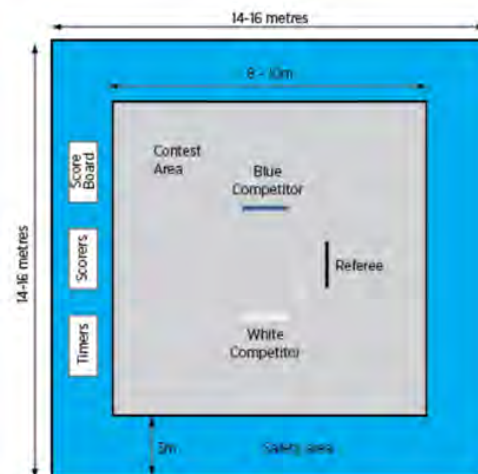
Judo has been shown in the eastern section of the proposed circus/judo extension in the preferred layout. An entrance has been shown exclusively for Judo from the main leisure centre entrance hall with an additional entrance for the Slipstream Circus.

The Judo area has allowed for 393m<sup>2</sup> floor space. This space allows for competition space (10m\*10m) plus safety and common safe zones (18m\*18m in total).<sup>1</sup>

The floor should be sprung timber, and the minimum height above the mat should be 5m.

As the space will be primarily used for local competition, it should be adequate space to include moveable seating along one wall.

Dimensions would be confirmed in detailed design.

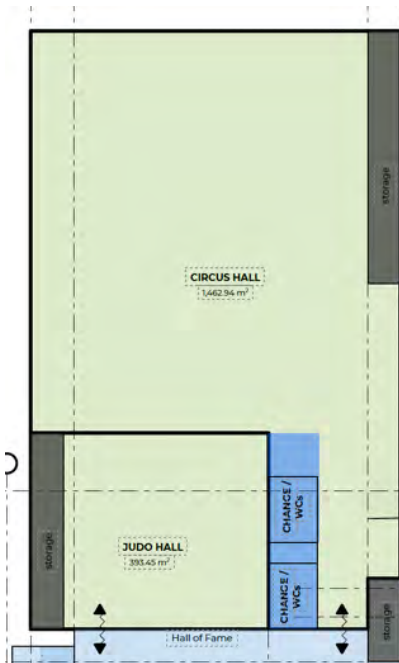


*Judo competition area layout and dimensions*

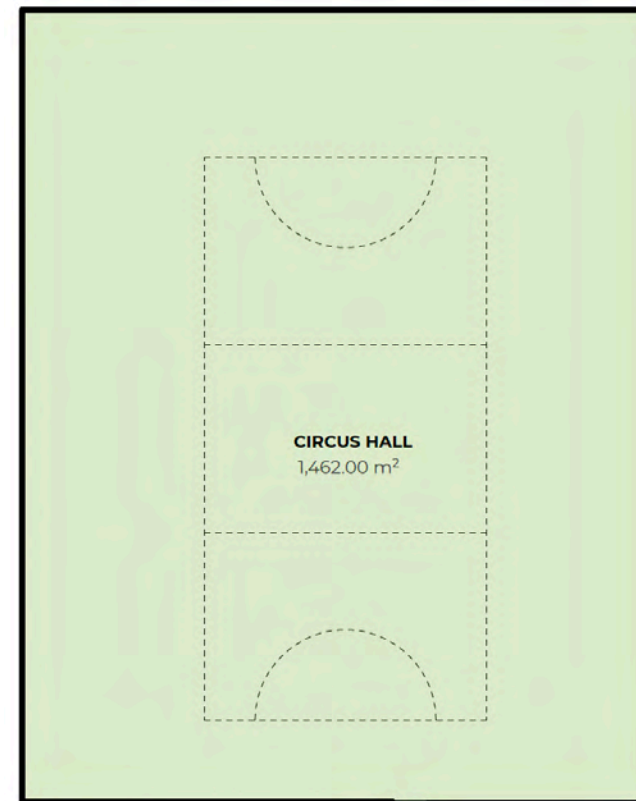
## Circus building

The circus building in the western end of the new extension shows a size of 1462m<sup>2</sup> floor space. This size was determined by the user group. Change rooms and toilets are provided specifically for circus, however desirably the ground floor toilets and change in the leisure centre would be refurbished to include separate cubicles so that competitors from different sports and from a range of ages and genders do not need to mix in open toilets and change areas. These cubicles would still be in close proximity to all "fields of play". The image below shows the proposed building extension and provision for judo and circus.

<sup>1</sup> International Judo Federation 2022



The space provided for circus has the potential configuration and floorspace large enough for a full-sized netball /basketball court if ever required. See image following.



*The proposed circus extension at scale showing the comparative size of a netball court*

### Separate new judo building (in south carpark) and separate new circus building west of the foyer

Following feedback from stakeholders and Councillors, an option has been developed showing a standalone judo space adjacent to the existing Judo entrance from the south carpark. This option was explored because it was felt that the combined judo circus building would be perceived as bulky from the south.

With this new judo option, the proposed connected circus space in the master plan has been reduced in size to accommodate only circus and its entrance would be directly off the main foyer.

The proposal shows a standalone judo space in the southern car park with an entrance from the main foyer, the proposal assumes that judo will make use of the existing toilets and changerooms they currently use south of stadium 3.

There are some disadvantages of this option. One is the impact on the flow of the car park, secondly an added building off in the south may not be aesthetically pleasing and read coherently to a visitor as one building with a central foyer and social area to address one of the objectives the master plan. It may be an expensive option to accommodate a sport with a relatively small footprint, which if there is a desire to separate circus and judo, then there may be other existing community spaces where judo could be housed without adding a new building. There may also be building regulation challenges connecting this separate judo building to the existing building in the south carpark and it has been estimated that to make a savings in construction, the separate judo building would need to be at least 6 m away from the existing building.

The drawing following assumes that judo would use the amenities in the existing stadium, but if located more than 6 m away from the existing building, there may be the need to include judo specific amenities to this space adding to the cost.

While the drawings, including the integrated foyer, Circus and Judo located together west of the foyer best reflects the optimal scenario, the following drawing shows another option of a Judo room located south of the existing stadium and a separate circus building west of the foyer.




*OPTION: Separate judo and circus buildings*



## 6. Review of previous master plan directions, the current situation, and proposed directions by area

### 6.1. Outdoor netball /basketball courts

	From Previous Master Plan
	<ul style="list-style-type: none"> <li>▪ The previous Master Plan showed some of the area currently used for outdoor netball and basketball rings was to be a potential site for part of a new southern car park.</li> <li>▪ Some of this area was also proposed to host a relocated outdoor court and a separate half court.</li> <li>▪ A related action within the plan identified that “detailed design and documentation for the first stages of construction of works to the Sport and Leisure Centre (i.e., Slipstream Circus facilities and any additional works required to facilitate construction in the location shown i.e., relocation of parking and hard surface play).” Although this is a broad action, it does identify that as part of other works, the hard courts are required and would need to be relocated as part of the other works at the site.</li> </ul>


## 6.1. Outdoor netball /basketball courts

Current Situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>▪ The two outside asphalt netball courts are located in the south of the showgrounds adjacent to the car park which is accessed from Tasman Pde.</li> <li>▪ These courts do get some formal sport use with a summer netball league and some overflow matches but their use for netball games has significantly reduced over the last few years due to the sport playing primarily indoors throughout the year.</li> <li>▪ Very few netballers want to play on these courts with the preference for indoor play and training.</li> <li>▪ The court surface is rough, more like a car park than sports courts. The courts have social basketball rings installed which are popular with the general public for social activity.</li> <li>▪ Improved multipurpose elements to meet social use sports activities such as futsal goals etc could also be considered and would be well received on at least one of the outdoor hardcourts.</li> <li>▪ The grassed area to the west of the outdoor courts is currently used by junior soccer- football but had once been earmarked for future outdoor netball courts.</li> <li>▪ Soccer utilises the light towers that were in place to be used for future outdoor netball courts but due to netball playing more and more indoors, this expansion was never undertaken.</li> <li>▪ Ulverstone Netball don't need or want a large outdoor netball area due to the increased use of the indoor courts and the change in attitude towards outdoor courts for competitions.</li> <li>▪ Current thinking and some previous planning by staff and Slipstream Circus determined that constructing a new building (for circus) adjacent to the existing stadium (as per previous master plan) would not be desirable.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Outside courts within the showgrounds site have significant value primarily as social/casual use facilities that could cater to overflow competition netball games when required.</li> <li>▪ The two new outdoor hardcourts that can be used for netball are proposed in the southwest corner of the showgrounds in the location currently used by junior soccer.</li> <li>▪ These courts would be able to cater for social/casual use basketball, futsal, netball, and numerous other formal and informal uses as required.</li> <li>▪ Courts in this location would be relatively accessible to local residents here, compared to other areas, north of the indoor centre.</li> <li>▪ The change of location from the previous plan is due to the proposed reconfiguration of car parking and the better siting of the circus building.</li> </ul>

## 6.1. Outdoor netball /basketball courts

- This was due to the cost, including ongoing assessment and the impact of “a new stadium sized” building in the south of the precinct.
- The value of retaining hard courts for outdoor overflow and social play, and consolidating indoor facilities, provide integrated indoor sports facilities and minimise duplication of services, meant a new concept for this area of the precinct was needed.
- Staff are however happy to consider other options for the location of this building.

## 6.2. Poultry pavilion (southwest corner)

	From Previous Master Plan
	<ul style="list-style-type: none"> <li>▪ The previous master plan showed that the Ulverstone Poultry Club had the desire for a building upgrade.</li> <li>▪ They have a meeting room and office, however there was no change to the location of this building proposed.</li> <li>▪ The action related to this building was to consider the feasibility of extending the Poultry Shed to enable larger events and to provide a better amenity for users.</li> </ul>
Current Situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>▪ The poultry club building is located in the southwest corner near the showgrounds entrance from Flora Street and is able to host poultry shows at a local and district level but does not meet the size (pen numbers) to meet the needs of the state-wide shows.</li> <li>▪ The building has several car spaces directly in front and an internal road access in front of the building between the building and the additional car spaces.</li> <li>▪ The poultry club building is in good condition apart from not meeting the size needs of the state-wide shows.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The poultry club have been provided an in-principle support from Council to pursue a redevelopment of their building so as to meet the needs of their growing need for both pen space and presentation space. This support is provided with the following conditions: <ul style="list-style-type: none"> <li>- Construction and maintenance aren't dependent on Council funding</li> <li>- The club consults Council throughout the design process</li> </ul> </li> </ul>




## 6.2. Poultry pavilion (southwest corner)

- The club currently need to utilise another building on site to host the awards and presentations as part of their shows due to the lack of space within its current building.
  - The council has agreed that the poultry club can look at the option of a building expansion but specified that it cannot impede too much to the north ensuring that there is a gap still between itself and the building to the north. A southern expansion would work in this instance.
- The club looks at allowing more room between the extension and the neighbouring building to facilitate smooth flow of people in and out and between buildings and
  - The extension supports other community use/user groups.
  - A building extension has been shown on the master plan of approximately 8m on the southern side of the poultry pavilion, but none shown to the north.
  - Due to the narrow nature of this part of the site and the need to continue to have vehicular movements, there is no provision to have any extension to the east of the current building.



### 6.3. Lions Club Shed (southwest of showgrounds)

	<p><b>From Previous Master Plan</b></p> <ul style="list-style-type: none"> <li>▪ The previous showgrounds Master Plan identified that the Lions Club were very short of members.</li> <li>▪ The club were supportive of the concept of the development of motor home facilities on the green space in the northeast corner of the showgrounds site (which is not near their building) adjacent to the river north of the stadium.</li> </ul>
<p><b>Current Situation</b></p> <ul style="list-style-type: none"> <li>▪ The Lions Club shed is used for storage, and the area outside the shed provides suitable parking for their community van. The shed also has a meeting room.</li> </ul>	<p><b>Proposed Master Plan</b></p> <ul style="list-style-type: none"> <li>▪ The master plan shows no change to the Lions Club building but does show improvements and safety elements in the configuration of vehicle movements and parking in the vicinity of the building.</li> <li>▪ The concept of the continued camping on the north-eastern side of the showgrounds site has also been shown but it has not been specified to be a motor home parking area, rather an overflow and event related camping area.</li> </ul>

## 6.4. Rotary Club building (west of showgrounds)

	From Previous Master Plan
	<ul style="list-style-type: none"> <li>▪ The Rotary Club had recently built its new storage and gathering shed on the western side of the showgrounds and had a 5-year lease from Council.</li> <li>▪ It had 33 current active participants with a declining membership.</li> <li>▪ The group cited increased insurance costs and fewer avenues for sponsorship as the critical issues it will face in the next five years. With their new facility, the group had offered to provide booked shared use times for neighbouring community groups such as meetings and, small gatherings.</li> <li>▪ Club members also noted their concerns for the safety of pedestrians arising from the lack of an identified zone separate from moving vehicles.</li> <li>▪ The only element related to the Rotary Club in the actions of the previous Master Plan are of the desire for rearranged western car park to allow pedestrian pathways either side, lighting, and clearways to allow safe crossing points to field.</li> </ul>
Current Situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>▪ The building has only recently been built and there has not been an Ulverstone Show in the time that the building has been at the grounds.</li> <li>▪ The building is used primarily for storage and meetings and is in as new condition.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The Master Plan shows improved and rearranged parking and vehicle movements on the western side of the showgrounds to ensure safer movement of people and vehicles in the vicinity of the Rotary Club building.</li> </ul>

## 6.5. Soccer-football /Softball social room



### From Previous Master Plan

- The previous master plan identified that the soccer club social rooms/changerooms could be relocated to the east of the site to be co-located within the footprint of the sport and leisure centre with changerooms at the ground level on the western side of the new stadium and the social room being located upstairs in the unused area of the first floor.
- The plan also recommended that there would be continued use of the soccer club offices by other social groups as an occasional meeting venue.

## 6.5. Soccer-football /Softball social room

Current Situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>▪ The existing soccer and softball social building has a small kitchen and canteen, small social space as well as offices for both sports.</li> <li>▪ The building does not meet the future needs of the soccer club due to size and usability as well as the clubs desire to have a standalone clubroom/changeroom in the future. The soccer club has some promised funds (approx. \$150,000) to put towards a new clubhouse and a commitment to construct new changerooms within the showgrounds site.</li> <li>▪ The area between the current soccer change rooms and the next building has been identified as a future soccer-football building location although the club is open to suggestions for a more beneficial location.</li> <li>▪ Soccer and softball both have office space in this building, and both use the kitchen.</li> <li>▪ Soccer is becoming a 10-12 month per year sport so is likely to be some conflicts in the future with soccer identifying that they would like a building that can be used by them for the full year without conflict.</li> <li>▪ The Show Society sometimes use this facility but not often.</li> </ul>	<ul style="list-style-type: none"> <li>▪ With the soccer club having received funding for new changerooms and some money promised towards a new social room since the previous master plan has been developed, part of the brief for this review was to consider the proposed development of new changerooms, social room and public toilets on west side of showground precinct.</li> <li>▪ Although the soccer club had undertaken some preliminary plans for new changerooms and clubroom facilities on the western side of the ground, it was considered that the north of the playing fields was a more logical location for this development as there was an ability to locate the building, so it addressed its playing surfaces more effectively.</li> <li>▪ The proposed building location is shown in the north of the playing fields, east of the community building and has a connected accessible toilet for use by community members such as the dog walkers.</li> </ul>




## 6.6. Changeroom building (Keith Johnson building)

	From Previous Master Plan
	<ul style="list-style-type: none"> <li>The recommendation for the Keith Johnstone changeroom building in the previous Master Plan was to retain until such times as a replacement is available (review options beyond that time).</li> </ul>
Current Situation	Proposed Master Plan

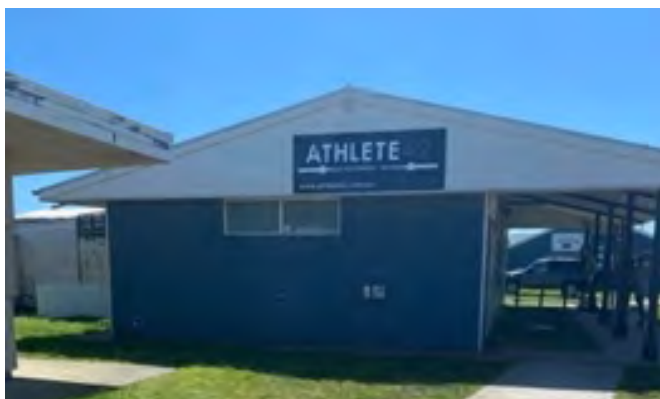
## 6.6. Changeroom building (Keith Johnson building)

- The Keith Johnstone changerroom building is an older style brick building that has been converted into changerroom/toilet/shower building with room dividers between changing areas.
  - The location of this building (as a changerroom for soccer) is not ideal as the soccer players have to cross over traffic (internal roadway) between changerrooms and playing surfaces.
  - Soccer use this building as their changerroom, but the softball association rarely/never use these rooms.
  - Current soccer club planning to construct new changerrooms/clubrooms on the showgrounds will see this building become obsolete for their use.
  - The building may have a future use as part of the annual show, or a relocation of community or commercial users such as a gym or PT operator but this is yet to be determined.
- The Keith Johnson Building is currently used as a changerroom for soccer with dividers separating changerrooms, toilets and showers.
  - With the proposed move of the soccer changerrooms and social rooms from the western part of the site to the north, this use will no longer be required.
  - The master plan identifies that the Keith Johnson building could be a future location to locate a gym operator or personal trainer to.

## 6.7. Decommissioned bar/kiosk (Old Boozer)

	From Previous Master Plan
	<ul style="list-style-type: none"> <li>The previous master plan identified that the building known as the 'Old Boozer' should be retained for as yet unknown purposes.</li> </ul>
Current Situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>This building is in poor condition and has little or no use at all during the year.</li> <li>It may have some use during the show but there is no ongoing benefit in keeping this building.</li> </ul>	<ul style="list-style-type: none"> <li>The master plan identifies that this building has no future use at the site and its removal has been recommended.</li> <li>Reconfigured car parking and vehicle access is shown in this area which will improve the access for user groups such as at the community/men's shed.</li> </ul>

## 6.8. Athlete 42 (currently used by personal trainer/gym)



### From Previous Master Plan

- The previous master plan had no reference of the group (Athlete 42), but previous site plans did refer to the building as the 'Training Room' used previously for AFL Tasmania training purposes.

### Current situation

- This building has been used as a training room/small gym/personal training studio for some time.
- The current business originally started as a partner with AFL Tas but has developed as a reasonably busy personal training and gym business.
- The group use the building for at least 3-4 hrs per day but is not a general public gym but a member or fee only operation.
- The building is too small for the current use and the gym equipment such as rowing machines are often brought outside to enable everyone into a class which is not ideal with changeable weather.
- There has not been any other identified use of this building.

### Proposed Master Plan


- The gym and training group, Athlete 42, currently utilise this training room.
- Although generally happy with the building, it does show limitations in its size regularly forcing the operator to move fitness equipment such as rowing machines outside.
- With the operator happy to look at other options within the site for their operations, a number of options are potentially available.
- The master plan shows an extended gym space within the Sport and Leisure Centre as well as the potential for a move into the Keith Johnson Building once it became vacant.
- If the current gym operator was relocated, the building is proposed to be removed and usable car parking and access from the north added in this area. An alternative Soccer pavilion site is also shown.



## 6.9. Toilet block behind Athlete 42

	From Previous Master Plan
	<ul style="list-style-type: none"> <li>▪ The previous Master Plan acknowledged the existence of a small public toilet that was located on the western side behind the buildings.</li> <li>▪ It stated that this toilet was in poor repair and only occasionally available.</li> <li>▪ An action regarding this building was the installation of an all access, unisex toilet Immediately adjacent to the Community Shed building.</li> </ul>
Current situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>▪ This almost disused public toilet (located directly behind the Athlete 42 building) is in very poor condition and is needing to be removed and the site rehabilitated and landscaped.</li> <li>▪ There has been planning in terms of locating a public toilet within the community shed building to meet the needs of this community group.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The master plan identifies that it supports both the removal of the existing public toilet behind Athlete 42 as well as the installation of a toilet within the community/men's shed building.</li> <li>▪ Although a new publicly accessible toilet has been proposed in the north of the site adjacent to the new soccer pavilion and changerooms, there would be community and site benefits if the new toilet in the community/men's shed was configured so that it also could be accessed from the outside as a public toilet without the community shed being opened if required. If a soccer pavilion was located on the western side of the precinct, a public toilet could be located on the east of the current community building to service the dog walking area.</li> </ul>

## 6.10. Car parking

	From Previous Master Plan
	<ul style="list-style-type: none"> <li>Car parking has been an issue for some time at the site. The previous Master Plan discussed the mixing of vehicles and pedestrians along the western edge of the site is an issue that needs resolving.</li> <li>There is some limited formal car parking located on the north side of the site.</li> <li>Elsewhere in the north, parking occurs at random, on gravelled and lawn areas.</li> <li>An action related to car parking in the plan included the installation of lighting within car park areas to enhance safety for night-time users of the grounds (ensure 'dark sky' principles are applied to avoid light spill).</li> <li>The site requires improved access and connectivity along the facilities on the western, northern, and southern boundaries.</li> <li>Improvements will ensure the safety of users of the Showground including separation of pedestrians from vehicles through provision of footpaths, formalised car parking and closure to through traffic along the western edge of the ground (with exceptions for some events and in emergencies).</li> <li>The previous Master plan recommended that council should investigate lighting options for car parking and the northern area of the ground adjacent to the dog exercise area and to prepare detailed design and documentation for the first stages of construction of works to the Sport and Leisure Centre (i.e., Slipstream Circus facilities and any additional works required to facilitate construction in the location shown i.e., relocation of parking and hard surface play.)</li> </ul>

Current Situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>Current issues relating to car parking are not dissimilar to those in place when the previous Master Plan was undertaken.</li> <li>There have been some thoughts regarding not allowing cars to come all the way into the community shed (gravel section) from the south.</li> <li>There is potential in providing a small service road and some car parking from the north between the community shed and the community building.</li> <li>The issue remains with vehicles moving between the playing fields and buildings such as the soccer club and changerooms.</li> <li>The large gravel car park area to the north of the sports fields is used primarily on training nights and for dog off lead area use.</li> <li>This area does not have any delineation of the space and with some planning, could be used more efficiently.</li> <li>Car parking in the areas surrounding the Sport and Leisure Centre building generally meet the needs of users, apart from when there are large events such as NBL1 games or significant carnivals when the use of neighbouring streets is relied upon.</li> </ul>	<ul style="list-style-type: none"> <li>Parking has been shown in a more formalised way within the plan with formalised parking extended over the area currently used by the outdoor hardcourts, formalised, and delineated parking, and access from Tasma Pde and from the north with a new access point and car park between the community shed (men's shed) building and the community building from Alice St.</li> <li>Another formalised parking area has been shown from Alice St to the existing gravel area south of the Kennel Club and dog walking area.</li> <li>From this car park, there has also been shown an access onto the showgrounds turf itself to aid in set up and event preparations and pack down when required.</li> <li>A safe circuit trail has been shown that will allow people to walk with little conflict with cars around the site.</li> <li>Incorporate lighting of car parking spaces into the car park planning to ensure safer movement of both cars and pedestrians around these areas at night.</li> </ul>



## 6.11. Softball diamond



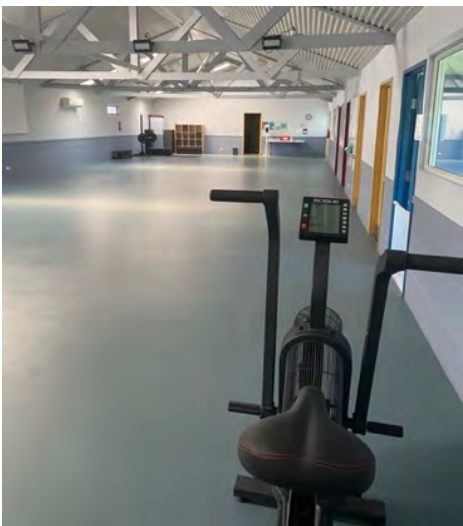
### From Previous Master Plan

- The previous Master Plan identified that the Softball Association serves players across a range of ages from 'Batters Up' to Tee Ball, Mixed Juniors and Senior men and women and from time to time have hosted regional and state tournaments and finals matches.
- Membership in the club had been steady (around 140 members), with some limited growth in the number of junior players.
- The backstop on their main ground is permanent and boundary fencing is movable, meaning the space can be made available to soccer in their off season.
- They noted their satisfaction with access to the well-maintained grounds. They expressed their desire to move out of their shared clubrooms on the western boundary to better located rooms in the Community Building where they could share toilets and kitchen/ kiosk facilities with other groups and hold monthly meetings. Some minor alterations to the interior of the Community Building would be required to meet these aims.
- The club Indicated they would enjoy having permanent dugouts with bench seating; their perimeter fence raised; and improvements to the condition of the surface condition in the more intensively used edges of the ground.
- Actions from master plan included the relocation of the softball club offices to the Community Building and the installation of 'dugouts' adjacent to the softball field.

## 6.11. Softball diamond

Current situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>▪ Softball is not in growth at present but are trying to gain membership in numerous age groups.</li> <li>▪ The association don't use the changerooms (Keith Johnson Building) but do use the social rooms/clubroom that are shared currently with soccer.</li> <li>▪ The fence around the playing surface is movable and is moved for soccer-football season and a section of the softball playing surface is then used for soccer.</li> <li>▪ When the section of shared turf converts back from soccer to softball, there is a significant difference in the quality of turf between the area used for soccer in their season to that not used for soccer.</li> <li>▪ Ideally there would be no shared turf.</li> </ul>	<ul style="list-style-type: none"> <li>▪ With the possibility that softball may require at least two diamonds in summer mode and to provide access for soccer to play through summer also, the Master Plan has shown two diamonds, both located on the eastern side of the sports fields.</li> <li>▪ One diamond is located to the northeast of the grounds with the other located in the south-eastern corner of the site. There is potential to locate backstop fencing and dugouts if required but these elements would need to be located away from the location of the winter layout of soccer pitches.</li> <li>▪ Consultation identified that the softball association were keen to relocate its social area to the community building (which already has a kitchen, office, and toilet facilities) but they were also open to opportunities to locate themselves within the sport and leisure building for social activities.</li> <li>▪ The proposed diamond configuration provides opportunities for both of these options to be explored.</li> </ul>

## 6.12. Community building (north of softball)

	From Previous Master Plan
	<ul style="list-style-type: none"> <li>■ The Ulverstone Softball Association expressed their desire to move out of their shared clubrooms on the western boundary (shared with Soccer) to better located rooms in the Community Building where they could share toilets and kitchen/ kiosk facilities with other groups and hold monthly meetings.</li> <li>■ Some minor alterations to the interior of the Community Building would be required to meet these aims.</li> <li>■ Potential actions from the previous Master Plan included the relocation of the softball club offices to the Community Building including the reconfiguration of the internal spaces in the Community Building to accommodate the softball club.</li> </ul>
Current Situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>■ The community building is a large well-kept building in the north of the site and is currently used by a personal trainer who mostly has mothers' groups in for training classes as well as some annual show usage.</li> <li>■ As a PT venue, the entire floor space is used for 16 classes per week. The current group are happy to pack up if others ever need the building but prefer not to too regularly.</li> </ul>	<ul style="list-style-type: none"> <li>■ (See previous Master Plan elements re Softball)</li> <li>■ The community building is currently used by an exercise class operator several times per week who enjoy the space that the building offers, and they provide a much-needed service to the community. They use the kitchen, storage, and toilet available in the building. They are happy to fully pack up several times per year for other events to use the building such as for the show but would prefer to keep equipment out for the remainder of the year.</li> </ul>

### 6.12. Community building (north of softball)

- The building has a small creche room, small kitchen, toilets.
- The accessible toilet (which is accessed from outside) is also used by the community shed user group as this group does not have a toilet within their building.
- There have been some suggestions that softball could develop part of this building as their social rooms as there is already a kitchen and toilet in the building so therefore is a possible action within the plan going forward.
- This building could still provide opportunities for softball to become a joint user of the building with minimal changes to configuration.
- The Master Plan has also proposed a new soccer pavilion and changeroom to be located to the east of the community building.



### 6.13. Soccer-football fields outside softball



#### From Previous Master Plan

- Previous planning identified that in 2019 the club successfully applied for field lighting upgrades, to assist with evening training and with its ability to host state competition play.
- The optimal positioning of the new lighting has been determined to be at the 'southeast' end of the showground space where it is proposed they will develop their premium pitch suitable for television broadcast.
- To address the women's team growth and in accordance with the State Government's leadership in 'levelling the playing field' the club are driving the need for a second set of change rooms, male and female officials' change facilities, and readily accessible toilets.
- The plan stated that whereas the club originally proposed locating these facilities on the far west of the playing fields, they have since recognised the opportunity to co-locate their proposed facilities within or adjacent to the Sport and Leisure Centre, immediately adjacent to the proposed competition level field and new lighting on the eastern side of the grounds.
- To retain self-sufficiency, the soccer club have expressed the desire for a standalone kitchen/bar facility as part of a clubroom shift to this area.
- The grounds are currently watered using movable hoses and sprinklers. Automated, underground irrigation offers better water efficiency and economic gains through the freeing up staff for other activities while ensuring a premium, all year playing surface.



### 6.13. Soccer-football fields outside softball

Current situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>In recent times, thanks to some external funding, the soccer club had new main pitch lighting installed, not in the southeast corner of the showgrounds (as identified in the previous master plan) but in the southwest corner of the site.</li> <li>With the main field lights now located in the southwest corner, there is potentially a reduction in the flexibility of the playing surfaces for a number of uses.</li> <li>The club has also proposed to construct their new changeroom/clubrooms on the western side of the grounds but are happy to consider other approaches.</li> <li>The sports turf drains really well as it is one of the only natural sand-based soccer fields in the state. The quality of the pitch creates the opportunity for wet weather access for training and play (in contrast to neighbouring city grounds).</li> <li>There would be significant efficiencies in installing underground automated irrigation to the site.</li> <li>The current scenario where soccer 'borrows' turf from softball at the change of season is not the ideal scenario due to the different turf management regime and that soccer cannot use their main full-sized ground all year due to softball using the ground in the summer.</li> <li>They need at least one full sized ground that doesn't overlap with softball for summer competitions.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed location of sports lighting for the main field for soccer was identified in the previous master plan to be located in the south-eastern corner of the site adjacent to the sport and leisure centre. Following the receipt of funding for sports lights at the ground, the lights were constructed in the southwest of the site. This was likely due to the club's desire not to share their social space with other sports (as was proposed to be located in the sport and leisure centre) and the clubs change of vision to develop their new facilities again on the western side of the site.</li> <li>The master plan as described earlier, has identified a location for a new soccer changeroom/clubroom in the north of the site (adjacent to the community building) and configured grounds (two senior ground and two junior grounds in the winter and one senior ground and one junior ground in the summer) to be aligned with this location. This enables the main pitch to be directly in front of the soccer building in both winter and summer.</li> <li>Sports lighting plan may need to be adjusted to match the field layouts, as shown.</li> <li>There is the need to automate the irrigation system as described in the previous plan to improve efficiency and consistency of irrigation and enable a better quality of surface throughout the year.</li> </ul>

## 6.14. Indoor Sport and Leisure Centre

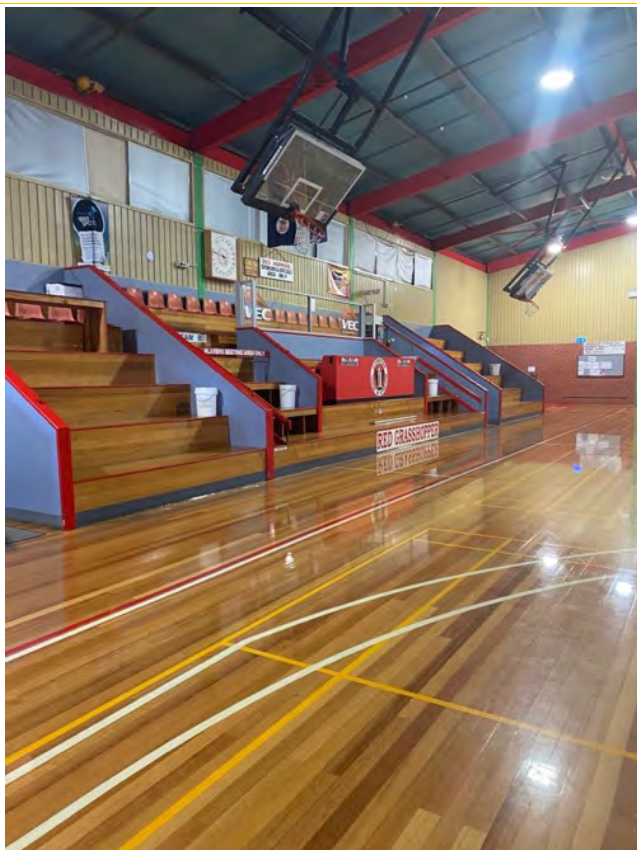


### From Previous Master Plan

Although not shown on the previous Master Plan drawing, there was a recommendation for a full review of the Sport and Leisure Centre to be undertaken by specialist facilities planners/ designers was recommended (hence this study)

The plan identified that the review should consider the following:

- ▶ The proposed Slipstream Circus building and the existing kiosk, replacing the existing entry and creating a relaxation area for people to gather and wait in, with the potential for a portion to be café seating serviced from the kiosk.
- ▶ Installation of a veranda roof along the western side of the building for spectator shelter during events on the ground; and
- ▶ Reconfiguration of the kiosk to address the proposed 'community foyer' and to service the adjacent soccer ground.
- ▶ The consequences arising from decanting the Slipstream Circus into a new building and the freeing up of a portion of Stadium 3 for alternative uses (these may include indoor netball training, Pilates, yoga, aerobics) and/or for the continued use of the space for judo.
- ▶ Incorporation of the proposed 'sports hall of fame' as the principal entry corridor into the building.



- ▶ Development of men's and women's change- rooms and umpire rooms on the ground level in the area of the kiosk/public toilets adjacent to the proposed lit soccer pitch while retaining day to day access to the public toilets from the outside.
- ▶ Installation of an accessible toilet on the second level.
- ▶ Creation of a sports club/function space on the second level using the existing vacant room there including removal of the solid wall and insertion of windows overlooking the show ground as originally intended and exploration of a deck off this room.
- ▶ Construction of a 'river deck' off the existing function room on the second level.
- ▶ Rationalisation of the number of kitchens/ kitchenettes within the building.
- ▶ Creation of a new 'community foyer' between the proposed Slipstream Circus building and the existing kiosk, replacing the existing entry and creating a relaxation area for people to gather and wait in, with the potential for a portion to be café seating serviced from the kiosk.
- ▶ Installation of a veranda roof along the western side of the building for spectator shelter during events on the ground; and
- ▶ Reconfiguration of the kiosk to address the proposed 'community foyer' and to service the adjacent soccer ground.



## 6.14. Indoor Sport and Leisure Centre



Actions related to the Indoor Sport and Leisure Centre building included:

- ▶ A new purpose-built training and performance hall for the Slipstream Circus (1400 sqm) a size to accommodate competition basketball/netball if required in the long-term future).
- ▶ Creation of a central access spine (between the existing Centre and the proposed Slipstream facilities) to incorporate an Ulverstone Sports Hall of Fame as a means to consolidate club memorabilia in a publicly visible location, thereby reducing the need for individual clubrooms:
- ▶ A new entry forecourt to the proposed central access spine.
- ▶ The previous master plan also identifies the potential location for a further regulation full sized stadium if required in the future.

## 6.14. Indoor Sport and Leisure Centre

Current situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>▪ The Indoor Sports Precinct includes the Ulverstone Sports and Leisure Centre.</li> <li>▪ The centre is a major Council managed complex of linked buildings including 3 indoor sports stadiums (one currently used by circus/judo), 4 squash courts, club rooms and a dormitory that sleeps 40 for visiting sports teams and others as well as meeting rooms and amenities over two levels.</li> <li>▪ Facilities in the Indoor Sports Precinct are well maintained. Stadiums 2 and 3 are the oldest of the facilities, their court size insufficient for regulation play in the modern era but stadium 2 is well used by basketball and badminton. Basketball use the stadium 2 for inter town competitions due to the fact that the clubrooms are next to that court. Badminton use these facilities between 2-3 nights per week. State league netball use stadium 1 for their matches.</li> <li>▪ The main court (stadium 1) gets used by a lot of non-sport groups and works well enough as a show court. The stadium has just over 1000 retractable automatic seats. The upstairs social space can get about 200 people inside.</li> <li>▪ The dormitory area contains 4 rooms of 8 beds and gets use for camps and visiting teams about 10 times per year.</li> <li>▪ The Indoor Sports Precinct also includes the Coast Patrol in the south-eastern corner and nearby there are two hard surfaced outdoor training courts for netball and social basketball and car parking.</li> </ul>	<p><b>Sport and Leisure Centre; Ground Floor</b></p> <ul style="list-style-type: none"> <li>▶ Circus and judo spaces connected to main centre entry foyer, configuration to other long-term sports use / major events if required long term. Judo space to be a separated space and circus footprint is sized to accommodate all required toilet/change/kitchen/meeting rooms and performance spaces as previously planned.</li> <li>▶ New foyer and entry from the south incorporating a future Hall of Fame</li> <li>▶ New café/social area – to provide a seating space away from the courts adjacent to the existing canteen/café</li> <li>▶ Extended foyer adjacent stadium 1 providing for improved movement of people during major events</li> <li>▶ Provision of new family and disability toilets and change areas (separate spaces)</li> <li>▶ Referee meeting and changeroom adjacent to stadium 1</li> <li>▶ Relocated management office and event reception area close to entry.</li> <li>▶ Relocation of stairs to upstairs areas</li> <li>▶ Changes/alterations to storeroom between stadium 1 and 2</li> </ul>

## 6.14. Indoor Sport and Leisure Centre



Images source: Inspiring place Ulverstone Showground Master Plan 2020

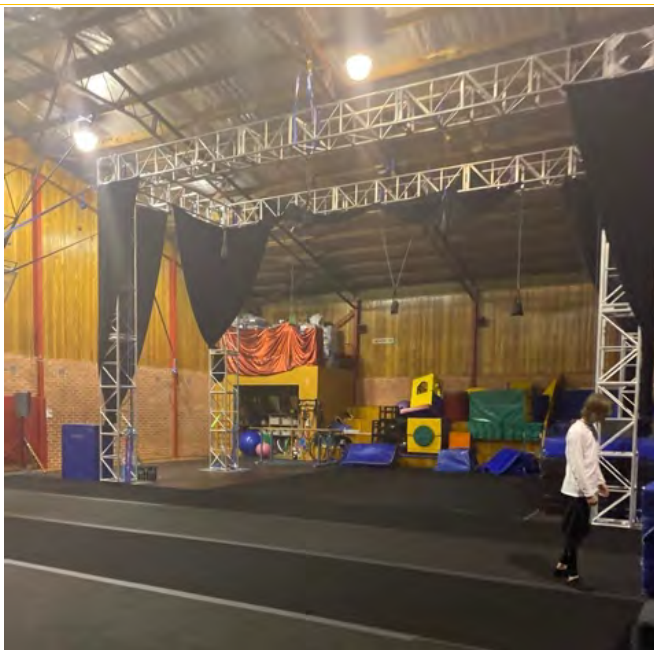
- ▶ Extended gym space providing potential movement into the sport and leisure building of gym and or PT.
- ▶ Wall opened between stadium 1 and 2 to provide viewing to both courts from mezzanine.

### Sport and Leisure Centre- First Floor-

- ▶ Addition of social/clubroom (potential relocation of the Ulverstone Basketball Association) in the existing undeveloped space with small kitchenette providing opportunity for this space to be used independently from the other social space to the east.
- ▶ Potential mezzanine above retractable seating on the west wall of stadium 1 - connecting to the basketball social space
- ▶ Addition of toilets within the upstairs space that are not within the social space.
- ▶ Enlarged windows or glazed wall from social spaces into stadium 1
- ▶ A concept circulation mezzanine between stadium 1 and 2 and viewing into stadium 1 from the west.
- ▶ Balcony and windows looking out towards the sports grounds
- ▶ Addition of a multiuse meeting space between stadium 1 and 2.



## 6.15. Slipstream Circus



### From Previous Master Plan

- Slipstream Circus is a 20-year-old non-profit organisation catering for children under 17 years with 233 participants.
- Participation in the club provides immeasurable health, fitness, and social benefits.
- The Circus's outreach to schools, public groups and recent work with disengaged youth has cemented their positive position in the broader community.
- Their reputation, size, and training level places them not just as a leader in the state but as a nationally significant operation, second only to the National Institute of Circus Arts (NICA) in Melbourne. The Circus currently occupies half of Gymnasium 2.
- The scale and layout of the space limits their capacity to offer a full program of training, performance, and high-level training (i.e., a Certificate IV in Circus Arts).
- The Circus have raised funds towards construction of the new facility.

### Current situation

- The Circus currently occupies half of the Stadium 3.
- The scale and layout of the space limits their capacity to offer a full program of training, performance, and high-level training (i.e., a Certificate IV in Circus Arts).

### Proposed Master Plan


- The master plan proposes the inclusion of a purpose-built building to be located in a not dissimilar location to that proposed in the previous master plan but integrated into the existing building.
- The proposed design would provide a building the same size as has been planned by circus (1400 sqm) but in a building that

## 6.15. Slipstream Circus

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>Slipstream have had preliminary designs for a purpose-built facility proposed to be located on the southwest edge of the precinct.</li> <li>Since the previous master plan, Slipstream Circus have developed a concept to develop a new standalone building and exclusive car park to be located in the area of the showgrounds currently used by junior soccer in the southwest of the grounds. This proposal has had a design and cost developed and the circus have been lobbying for funding to develop this facility.</li> <li>Slipstream Circus's concept building would add another standalone building and associated car park to the site while not addressing the needs of Judo and other entrance related issues within the sport and leisure building.</li> </ul> | <p>connects both circus, judo, a hall of fame with connection to changerooms, canteen and extended foyer areas and meeting rooms. This footprint is compatible with other future uses such as gymnastics and basketball.</p> <ul style="list-style-type: none"> <li>The orientation of the building minimises the building bulk when viewed from the south and green space or hardcourt space required.</li> <li>An alternative building orientation (N-S) for the new circus and judo hall has been shown as a dotted line. This has a number of disadvantages; primarily it blocks the café and social connection to the fields and impacts junior soccer field size.</li> <li>Based on the current size of the circus hall, the 'reduction' in width is approximately 12.5m (difference between the N-S and E-W width of the Hall).</li> <li>The plan also updates the alternative siting for circus and judo near the boat ramp to reflect the additional area (1,860 sq.m) they require. This is an awkward shape and would significantly impact the trailer parking and marine-based activity zone in and around the boat ramp and coast.</li> </ul> |
|--|--|



## 6.16. Show society

	From Previous Master Plan
	<ul style="list-style-type: none"> <li>The Society indicated its current arrangements for office space and facility sharing are working well given its short annual programme but noted its opposition to the siting of a light pole within the central grassed space.</li> </ul>
Current Situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>The Ulverstone Show Society Inc. meets monthly in a meeting room in the Indoor Sports Centre (near squash).</li> </ul>	<ul style="list-style-type: none"> <li>The showgrounds have a number of buildings that are used by a variety of users throughout the year that have played a significant part over the years in the operation of the show.</li> </ul>

## 6.16. Show society

- The annual show has not run for several years and there is some concern that it may not come back into operation following a trend of smaller country shows ceasing operation.
- Many of these buildings are still able to contribute to show operations if required.
- The master plan has not suggested significant changes to the existing layout of buildings that have been used previously for the show and the office space in the south of the sport and leisure building remains.
- The master plan retains the ability for larger vehicle access to the green space and loading from Alice Street in the redesign of the car park, that also support events in the precinct.

## 6.17. Squash courts

	Previous Master Plan
	<ul style="list-style-type: none"> <li>▪ The previous master plan suggested that there may be the ability to add onto the squash area in to host a new Judo space.</li> <li>▪ This concept would take the building footprint very close to the river and the passing shared trail along the river.</li> <li>▪ Apart from identifying some elements related to the relocation of Slipstream Circus into a new building adjacent to the existing sport and leisure centre, the previous master plan did not make many recommendations related to indoor elements such as squash.</li> <li>▪ One of the elements that were recommended to be considered in an indoor centre review was the potential of a viewing deck outside of the squash social room.</li> </ul>
Current Situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>▪ Ulverstone Squash have approx. 30 members and play both local and coastal or district games at the centre.</li> <li>▪ The social rooms are an important element in the squash experience and also get used by the centre for catering for the dormitories throughout the year.</li> <li>▪ There needs to be a concerted effort to increase the participation in squash through development programs, school activities/come and try or social programs, and promotion, and increase the utilisation of the courts.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The squash courts, social room and viewing areas remained generally unchanged in the master plan.</li> <li>▪ The plan shows a new mezzanine, that connects stadium 2 and 3 with the viewing area at the rear of the squash courts.</li> <li>▪ To reduce the chance of noise from the basketball courts from the new mezzanine into the squash courts, the plan shows a glazed wall.</li> </ul>



## 6.18. The outdoor grass fields and showground site

### Previous Master Plan



- Facilities within the outdoor grass fields discussed in the previous master plan included the animal precinct (north of the soccer-football fields) that is fenced and used as a dog exercise area and the larger level multipurpose grassed area that is suitable for a wide range of outdoor activities in multiple configurations.
- The field's base is one of the best in the state with a natural free draining deep sand profile. The quality of the pitch creates the opportunity for wet weather access for training and play (in contrast to neighbouring city grounds).
- In 2019 the club successfully applied for field lighting upgrades, to assist with evening training and with its ability to host state competition play. The optimal positioning of the new lighting has been determined to be at the southeast end of the showground space where it is proposed they will develop their premium pitch suitable for television broadcast.
- It was proposed that to increase the efficiency of the irrigation process, an automated subsurface irrigation system should be installed.
- Recommendations included the establishment of the principal pitch in the southeast corner, the installation of new lighting and the installation of new irrigations systems.

## 6.18. The outdoor grass fields and showground site

Current Situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>▪ The grassed areas within the showground's precinct are currently used for dog walking (fenced area either side of the cattle pavilion in the north), soccer (most of the central and southern space and softball (north-western corner of the grassed areas).</li> <li>▪ Soccer have had lights for their main pitch installed, not in the south-eastern corner of the site but in the southwest and established their main ground in that location. This aligns with their latest vision to establish new changerooms and clubroom on the western side of the ground.</li> <li>▪ Some of the turf on the western side of the grounds is used by both soccer (at the northern end of their main pitch) and softball (at the southern end of the outfield). The difference in the quality of this turf at the change of season is significant leading to some concern regarding the crossover of the sports between seasons.</li> <li>▪ The annual show and other community events use the space at various times of the year.</li> </ul>	<ul style="list-style-type: none"> <li>▪ To ensure that the sports turf areas in the central part of the showgrounds site are used to their maximum potential, the proposed master plan has identified a potential summer and winter layout.</li> <li>▪ The priority is for full-sized fields which can be used for multiple junior games. Full sized, and correctly oriented and lit pitches provide the greatest flexibility in terms of standard of competition that can be played, and aid competitiveness of a club. These pitches also need to address club/social rooms, from either the north or west of the site.</li> <li>▪ These layouts provide both soccer- football and softball to operate during the times of the year that they require, with a little conflict between the two as possible.</li> <li>▪ Assistance should be provided to the clubs in the precinct by Council and the peak bodies to drive growth in participation, aid club sustainability and provide opportunities for a whole range of teams to play at the venue.</li> </ul>

## 6.18. The outdoor grass fields and showground site

### Seasonal Use

The following images show how the fields have been marked in the past.



### Summer use

- The summer layout shows two softball diamonds plus a full sized and junior soccer pitch.
- There would be the opportunity to mark another junior soccer-football pitch if softball only require a single diamond.



## 6.18. The outdoor grass fields and showground site

### Seasonal Use

The following images show how the filles have been marked in the past.

### Summer use



## 6.18. The outdoor grass fields and showground site

### Seasonal Use

### Winter use



- The winter layout shows two full sized soccer pitches, one main and one secondary (both close to the new clubroom site in the north of the showgrounds) plus two junior soccer fields.



## 6.18. The outdoor grass fields and showground site

### Lighting

- The image to the rights shows an approximate location of lighting (yellow).
- The luminaires on existing poles may need to be upgraded, accordance with the Australian Standards for the appropriate activity and level of competition played.
- Lights on two poles (shown with the red arrow) may need to be relocated to be outside the field of play.
- One additional light may be required to the north.



## 6.19. Toilet facilities within the precinct



### Previous Master Plan

- The previous Master Plan recommended improvements in the provision of toilets in the following areas:
- Installation of an all access, unisex toilet immediately adjacent to the Community Shed to replace the aging toilets behind Athlete 42.
- Upgrading the toilet block at Legion Park to an accessible standard as well as the play facilities there. These upgrades would support use of the Animal Precinct and would add value to the showground as a community precinct.
- The master plan included the development of men's and women's changerooms and umpires' rooms on the ground level in the area of the kiosk/public toilets adjacent to the proposed lit soccer – football pitch while retaining day to day access to the public toilets from the outside.
- Installation of an accessible toilet on the second level (Indoor Sport and Leisure Centre).
- Remove the unused toilet block behind the Athlete 42 building.

## 6.19. Toilet facilities within the precinct

Current Situation	Proposed Master Plan
<ul style="list-style-type: none"> <li>All abilities public toilets are available from the western side of the Sport and Leisure Centre.</li> <li>Indoor toilets are currently located on the eastern side of the community building, within the Keith Johnson Building and the Rotary building. These are not publicly accessible apart from a unisex toilet on the eastern side of the community building which is used by the user group in the community building, Athlete 42, and the Community (men's) shed groups.</li> <li>Another freestanding toilet sits close to the dog exercise area, but this is not accessible.</li> <li>Dog walkers report using the toilet within Legion Park (outside of the precinct) to the north, but this is in very poor condition.</li> <li>Council have given their in-principle agreement to the installation of a new toilet within the community (men's) shed building in the future</li> <li>Council have identified that there is suitable plumbing for this to occur. There would be benefit if this toilet was located in a way that is could be accessed from the outside of the building when the community shed was not in use.</li> </ul>	<p>The proposed master plan has identified the:</p> <ul style="list-style-type: none"> <li>removal of the disused toilet behind Athlete 42</li> <li>the installation of a toilet within the community shed</li> <li>the installation of a publicly accessible toilet on the eastern side of the new (proposed) soccer changeroom/clubroom at the north of the playing fields. This would provide access to toilets for casual use, especially for users of the area north.</li> <li>the inclusion of toilets on the first floor of the Indoor Sport and Leisure Centre to support the new social space.</li> <li>Public toilets have been shown to the east of the proposed new soccer pavilion/changerooms in the north of the site. These would be connected to the new building but if this building is built on the western side of the precinct (as per the alternate location), publicly accessible toilets could be constructed on the eastern side of the current community building.</li> <li>In designing toilets and changerooms, it is preferable to build cubical change and toilet facilities in areas such as Judo/Circus rather than open changeroom facilities to ensure they are as multifunctional as possible for all user groups.</li> </ul>



## 7. Appendices

### Appendix 1. Consultation findings and considerations

Notes from the stakeholder interviews are provided below, with some actions to be considered in implementation.

#### User groups

##### Slipstream Circus

The Slipstream circus are a not-for-profit organisation who use approximately half of stadium 3 at the southern end of the sport and leisure centre daily. They offer a variety of classes and private tuition and are soon adding a cert. 3 course to their offering, working with Ulverstone Secondary College all day on a Thursday. Slipstream Circus are also delivering a government project called: “saving communities” (in conjunction with the police) which will bring two groups into the space (all day Tuesday) and host Playgroup Tasmania on Wednesday mornings. Other classes include private classes, parents /bubs and aged care classes and other project programs.

The current floor space is too small to meet the needs of the organisation and they cannot extend the circus area due to Judo taking up the other half of the stadium. The area does not meet the expanding uses that they are trying to undertake including the training up of stage managers for events such as 10 Days on the island and the training of stage managers in rigging and other specific activities.

One of the more important elements required for circus are the type, location, and number of suitable rigging points.

They currently have eight rigging points but would ultimately like more. They would prefer if the rigging was part of the building rather than the stand-alone set up like they currently have. The rigging needs to be in a grid for lighting and pa systems training.

Change rooms and toilets adjacent to the circus area are used by staff, visiting instructors and students and are an important part of the operation. Child safety policy means the circus trainers (instructors) cannot share changerooms with students therefore the instructors use the squash courts changerooms. Due to the Judo club also using the changerooms, there have been issues with the Judo members using the change rooms at the same time as circus students which is difficult to manage. Ideally, circus would have their own changerooms and an additional two change rooms for when artists are visiting.

Slipstream would love to see a purpose-built circus building on the southern side of the showgrounds site preferably. Doesn't need to be connected to the main building. They would be happy to share some facilities if needed but need full access to the main circus area all of the time.

Although Slipstream Circus are currently located in the main sport and leisure centre, they have never really needed to use the social spaces or meeting rooms in the sport and leisure centre. They are not reliant on any other part of the sport and leisure building so feel that a stand-alone structure would work well for them. Car parking close to the building is valued as is a location to the south of the site as this is where people already know of the group.

Slipstream do value the dorm rooms (in the main stadium building) and hope to continue to use these rooms for travelling groups throughout the year. The current planning developed for a new site in the southwest corner of the showgrounds is appealing to the group as it would provide a standalone building, exclusive car park, and a southern site location.

A design, plan and quote/costing has been prepared by Vos building and the estimated cost was \$2,883,000.00 + GST. Central Coast Council has been advocating for a joint arrangement involving itself and the other two tiers of government.

#### Potential actions to consider for Slipstream Circus

- ▶ Identify a location relatively close to their current location for a purpose-built building for the purposes of circus/performance/training and coaching. Needs to have good parking and access for loading and unloading.

#### Ulverstone Basketball Association

The Ulverstone Basketball Association has concerns with the volunteer retention within the organisation. In an aging community, this is their biggest concern. The association are trying really hard to keep people around the sport after they stop playing to keep contributing. Sponsorship is another ongoing concern for the association as it is getting harder to get and maintain.

The association has been building a relationship with Ulverstone High School with junior programs but struggle due to the lack of with the lack of court availability at key times. The association believe that basketball participation can grow if had the additional court space was available (if Stadium 3 was available for court sports rather than judo and basketball)

The group run a primary school roster with 150 plus kids which if available would be able to use the additional space and provide the opportunity to grow the sport in these age groups and key times.

The use of the basketball social room in the middle stadium (stadium 2) is coordinated by the council and they allow other user groups to use it when Basketball is not using it. This room is not really big enough as it is mostly only a bar which doesn't fit with the desire for the association to provide a family and child friendly atmosphere. The rooms only real

benefit is that it opens onto the main court that is used for bigger games but there is no real viewing from the social room.

The centre is used by NW Thunder, a NBL1 club who play approximately eight games at the stadium per year. Wheelchair basketball is played on the new court and netball also use the new court quite a lot.

The Ulverstone Basketball association believes that the new stadium (stadium 1) is not used as much as it could be. Netball tends to be the primary user as well as the NW Thunder NB1 team, but the basketball association tend to like to play in stadium 2 as it aligns with their social room/bar.

Ulverstone Basketball Association believes that improvements in the areas such as a bigger foyer and a bigger area for ticketing/reception and canteen, easier access to the canteen (can use outside window) and a reduce clutter at the lift and stairs entry to the upstairs area and toilets upstairs would be well received and would make a significant difference to the centre operations.

The associations' view regarding the best spot to relocate circus and judo would be the northern end near the river (grassed area used for camping). They feel that any new building should not take up and reduce the space used for car parks in the south of the site near the sport and leisure building as these are important for day to day and event parking. If circus and judo were located to the north of the sport and leisure building, they could enter in front of the sport and leisure building (southern end) and exit at the northern end near dog park.

The current basketball social room (off stadium 2) doesn't meet the sports needs and is in poor condition. The basketball association play in the middle court mostly, so at present the upstairs social space is not that useful. If they used the new court more, the upstairs social space could become a new social space for UBA when NW Thunder

were not there (which is most of the time). The feel that toilets upstairs will change the way people feel about the upstairs space.

A gym within the sport and leisure centre would be a potential future use of an area like the unused upstairs area.

The association expressed that there may be some benefit in them using the upstairs area as a future Ulverstone Basketball Association social space, but it would be important that they could view both stadium 2 and 3 from there and that toilets were available. They suggested that this would have the potential to create a safe, family friendly space for their basketball community to gather, socialise and view games while they waited for their game or training session.

## Potential actions to consider for Ulverstone Basketball Association

- ▶ Make available the stadium 3 (currently used by circus and judo) for the purposes of basketball and netball training and overflow games and programs.
- ▶ Determine if a central canteen in the building is useful for the clubs and feasible to lease out and then what design is appropriate
- ▶ Consider redesigning the entry and foyer space, (i.e., expanding the foyer area out to include the outdoor canteen window inside reducing the clutter in the foyer.)
- ▶ Consider options for the potential move of the UBA social room to the upstairs social space which overlooks the new stadium. Consider if there can be suitable viewing into stadium court 2 from the social space upstairs (looking south from the social room).

- ▶ Consider opening up (expanding as well as providing opening) the windows on the north side of the upstairs social space for better viewing of stadium 3.
- ▶ Continue developing toilets upstairs adjacent to the social space as per current plans
- ▶ Consider using the current Basketball social room/bar as court side storage for a variety of user groups.

## NW Thunder Basketball

NW Thunder are a NBL1 club. They currently use stadium 1 at the Ulverstone Sports and leisure centre for about 8-9 games per year and train two times per week for 40 weeks per year. They also run junior holiday clinics each year.

The club use the upstairs social area during the games as a bar and viewing area rather than a corporate space meaning that people move in and out of the space throughout games.

The club feel that the canteen (downstairs near entry) is poorly placed in the corridor and apart from the issues with flow of people during games, it has been difficult to get COVID-19 plans past as social distancing is difficult.

Storage is always an issue for the club. There is no specific storage at all for NW Thunder and if the vacant area to the west of the commercial kitchen upstairs is converted into something else, they would not have anywhere to store things needed for match days and clinics and training. Court level storage would be great especially for match day set up and pack down and they need a smaller storage area upstairs also. The club understands that everyone needs storage at court level- netball, basketball etc.

NW Thunder have several sponsor functions, regular player dinners upstairs but other use is generally during games.



Upstairs improvements that would benefit the stadium include toilets upstairs, the inclusion of the biggest windows possible in the upstairs area looking over stadium 1 and there is potential for balcony over the court that can be accessed from the social room upstairs. Windows looking into stadium 1 need to also be able to be opened as there is no ability to 'bring' the atmosphere of the game into the social room. upstairs with sealed windows.

NW Thunder use the kitchen upstairs for game days and would like additional ovens rather than fryers as the fryers have never been used and are not in demand.

Parking is extremely important for games. NW Thunder utilise all parking on the site and most available street parking around the site also. Car parking areas including gravel areas to the north could all be improved for parking purposes. The club need to look at educating people to park on the other side of the river and walk across to the stadium due to the difficulty of parking at the site.

There is sometimes cross over with soccer-football and basketball games at the stadium. In its current form, the canteen at the stadium can't cater to more than the basketball users and the separation of a soccer canteen has been helpful.

Unrelated to the stadium but there is an issue with how people move around the precinct as there a very few if any gates on the eastern side of the soccer grounds meaning that you have to jump over the fence to access the stadium building from the west. Gates around the grounds are needed to get in and out of sport turf areas.

Ulverstone Basketball Association really need the additional stadium 3 court space so a move for circus and judo would benefit all basketball and indoor users.

The original Master Plan showed a circus building adjacent to the main sport and leisure building, but the association feel that this may have

impact for the houses across the road in terms of building height and views. Is there potential to build circus judo in the camping area.

Moving circus out of the stadium will make a big difference to basketball and netball opportunities especially for training. The association don't think there is a real need for the unused additional upstairs space to be another function area and they had got used to this being a storage area. Toilets are needed upstairs though.

#### Potential actions to consider for NW Thunder

- ▶ More storage options for NW Thunder especially court side. The current storage (unused upstairs space near social rooms) is to be changed to something else one day.
- ▶ Make available the stadium 3 (currently used by circus and judo) for the purposes of basketball and netball training and overflow games and programs. This will ensure enough space for NW Thunder training without putting out anyone else.
- ▶ Consider expanding the foyer area to include the outdoor canteen window inside reducing the clutter in the foyer.
- ▶ Consider opening up the windows on the north side of the upstairs social space for better viewing.
- ▶ Provide a toilet upstairs.
- ▶ Not related to Thunder, but gates are needed in the soccer football fences around the ground (especially on the eastern side)
- ▶ Consider a balcony from the upstairs social room/bar for viewing and gathering for NW Thunder games as well as other events.

### Central Coast Badminton

Central Coast Badminton use the stadium court 2 on Monday night and have 60-80 people over four badminton courts. They also run badminton competitions on Thursday nights in stadium 2 from 7-10pm. Badminton believe that it would be handy if the judo/circus stadium (stadium 3) was available to other indoor sport users including netball as they are also impacted by the use of stadiums that basketball have.

Badminton can't get onto stadium 2 until 7pm due to basketball training. Coastal Badminton (regional competition) would really like to have access to the other hall in the future also.

Badminton use the Ulverstone Basketball association social room two nights per year. The canteen near the entrance should have been extended out. On big nights, it gets quite busy in the hallway next to the canteen window but the impact on how badminton operates is negligible.

### Potential actions to consider for Central Coast Badminton and Coastal Badminton

- ▶ Consider redesigning the entry and foyer space, (i.e., expanding the foyer area out to include the outdoor canteen window inside reducing the clutter in the foyer.)
- ▶ Make available the stadium 3 (currently used by circus and judo) for the purposes of basketball and netball training and badminton when available.
- ▶ This will ensure enough space for badminton to get on court earlier as they currently can't get on until basketball training is finished.

### Central Coast Netball

Central Coast Netball play every Tuesday night over 3 timeslots. They have a maximum of 13 teams due to the lack of space available.

Netball is not keen to play outside except when really desperate for space. When basketball have large events, netball have to go outside as basketball seems to take priority over everyone else even if space has been booked.

Would like there to be more space available for Devon netball also.

The winter netball roster is very popular with 18 weeks x 2 rosters across the year. Devon Netball would also use the additional space for the State League.

The new stadium works well for netball. The middle stadium (2) is too small - not standard due to basketball hoops being in the way.

The small foyer size and canteen area doesn't impact netball and netball don't use the upstairs areas. If the other stadium was available - they would be able to expand numbers of teams and provide increased participation opportunities to the community.

Netball don't really use change rooms but use toilets in the centre. They have a cupboard for things (bags etc) but storage closer to the court would be better.

It is always challenging for netball to get volunteers generally but especially for the primary school roster.



Mixed netball is run on Sunday night with 13 teams and is coordinated by Devon netball. Would rather not lose the outdoor courts but would prefer to have at least one good quality outdoor court (needs to be better than it is now).

Need more car parking close to the building when larger events are on.

#### Potential actions required to consider for Central Coast netball

- ▶ Make available the stadium court 3 (currently used by circus and judo) for the purposes of basketball and netball training and overflow games and programs.
- ▶ This will help reduce the times that basketball bookings are taken over regular netball bookings.

#### Devon Netball

Devon Netball run competitions in Ulverstone in the second half of the year with a mixed competition on Sundays between 6-9pm.

State League home games are played at Ulverstone (at least 9 games last year), with both 19 years and under and open teams.

It would be ideal if there was space for a training each week for each of these teams at Ulverstone, but it is difficult due to the space not being available.

Basketball gets priority every time. Devon Netball have never used the upstairs spaces in the centre.

#### Potential actions to consider for Devon Netball

- ▶ Make available the stadium 3 (currently used by circus and judo) for the purposes of basketball and netball training and overflow games and programs.

#### Ulverstone Judo

Ulverstone Judo use the judo area in the western side of stadium 3 approx. 4-5 times per week plus some major events and coaching clinics throughout the year. The space really works well for the club as it is big enough for competitions and great for training.

Judo has a good relationship with the circus and sometimes pack up some gear and mats for the circus to expand a bit for events.

Judo would rather not ever have to pack up though as it is too much work each time.

A dedicated space would be great, but they are generally really happy in the current space. The location near the front of the building is ideal, access is good and car parking, and the shared office space works well for them.

Judo have previously had some interest from other martial arts groups to share the facility. Could be something that could be looked at in a new building. Judo so not use the upstairs social space for anything.

#### Potential actions to consider for Judo

- ▶ They are happy where they are but if they have to move, it will need to be to a space as big and as well located, and so they didn't have to move out of often.
- ▶ Consider and promote the potential of other martial arts groups to share space if relocated to a new building.

## Ulverstone Squash Association

The club is 51 years old and has been running competitions for 50 years. The current squash roster has 32 players plus some social members on occasions. Regular competition is on Wednesday night 7-10pm, run full year. Coastal competition from along the coast have teams from each of the clubs along the coast.

There is a lot of cross pollination between clubs from along the coast- Wynyard, Penguin, Ulverstone, Devonport and hopefully soon Deloraine.

The squash social room is managed by the centre and is hired out when needed by others. The kitchen is often used by the groups using the dorms next door.

The social rooms are as much a part of the sport as the courts are. They are part of the squash experience.

Squash courts can and should be used for a variety of user groups when not being used by others. Table tennis could also work in the squash courts as could floor exercise classes. (Has been a local push for table tennis in Ulverstone).

Ulverstone squash will never have 4 nights of squash per week ever again. They have been looking for funding through council capital works to repatch walls and floors and have been lobbying councillors and staff, but it is challenging to get funding to fix these things.

Cannot go to less than 2 courts. Could run a good competition with 3 courts but it's not ideal. Ideally would have 4 courts plus social space.

## Potential actions to consider for Ulverstone Squash Association

- ▶ Maintain 4 courts plus the social space and look at ways to increase the use of the courts for squash and other uses.
- ▶ Identify potential user groups to use squash courts on the other 6 days/nights when squash is not there (table tennis, group fitness, Pilates, basketball training etc)
- ▶ Make available the squash social room for community group meetings from groups around the showgrounds. Seems that there might be groups who don't realise that they can book this room.
- ▶ Promote squash across the community more than currently
- ▶ Ensure courts/walls/floors are upgraded /maintained to standard required for district level squash.

## Ulverstone Poultry Club

Looking to extend the current poultry shed on both directions - 8m on one side and 7m on the other side to allow space to host a further 100 pens as to accommodate the state show that comes to Ulverstone every 3 years. (This action has been given preliminary approval from Council if not using any Council funds, but they have been told that they can't go to the north and must leave a gap between the buildings to the north and them.

The club has a little office, and the remaining shed space is pens. Just under 500 pens currently but need to have about 600 pens to host the state show every 3 years when it comes to Ulverstone.

They had proposed to lease the building but haven't as yet. They currently have about 4 shows per year plus the rooster amnesty.

They have previously hired the Lions shed for shows to conduct presentations.

## Potential actions to consider for Ulverstone Poultry Club

- ▶ Consider the expansion of the poultry shed for additional pens for a one in 3-year event. Can't build to the north as per council instructions.
- ▶ Consider if there are other spaces or temporary structures that could be used for this one in 3-year event need.

## Ulverstone Soccer Club

Ulverstone Soccer Club currently use shared social space on the western side of the showgrounds and share with the softball association. This building has a kitchen, bar area, office space for both soccer and softball. The soccer club would ideally like to have a 12-month arrangement so they can use the facility whenever they like, even out of the soccer-football season. The soccer season is heading towards being at least 10 months per year now.

The club have funding already for a change room building but don't have enough for a clubroom building. (They currently have a promise of \$180,000 towards this part of the project).

They are happy to consider locations around the showgrounds for this facility, but the main field is now on the southwest corner of the showgrounds turf as this is where the light towers have been located.

The club feel that the canteen and bar is a significant part of the way they fund their sport and therefore are not keen to share a canteen or social space with anyone as this is the lifeblood of the club.

They had originally considered using the upstairs area in the sport and leisure stadium but don't want to share facilities and the main field is now on the other side of the ground.

Happy to look at a variety of configurations if better options are available. Wondered if softball diamond could move to southeast corner and they can use the change, toilet, and social rooms in the leisure centre.

## Potential actions to consider for Ulverstone Soccer Club

- ▶ Reconsider the best layout of both a new building and the grounds to meet the needs of soccer in both summer and winter seasons.
- ▶ Identify the best layout ensuring that there is a main full-sized ground, a ground that doesn't overlap softball for summer use, and junior grounds etc
- ▶ Identify a location to locate a new clubroom/changeroom building considering that they have already got money for changerooms through levelling the playing field.

## Ulverstone Lions Club

The Lions shed at the showgrounds is used to store bags of sticks which they split to sell as firewood, meetings, and lucky dip on show day. They store the Lions van at the site and access the van 3 times per week for deliveries etc. The use of the building is for 1 meeting per month, 2 times per week for sticks splitting.

The Lions would like to see parking improved at the site. Delineated parking would be beneficial on the site as sometimes people park in front of the Lion's van access. Some issue with soccer- football parking on the western side. This area is not great for a lot of parking

The club are very concerned for the show's future. Insurance costs and operational issues with COVID etc.



The club understand that the cattle pavilion does not get a lot of use throughout the year. Can see this being a location for another activity if not used for the show. Horses are not likely to come back to the show, so don't need to consider them in planning.

## Potential actions to consider for Ulverstone Lions Club

- ▶ Ensure that parking near the Lion's club area is delineated making sure that people don't park across the exit of where they park their van,

## Ulverstone Rotary Club

The Rotary Club has 31 members currently and use the shed a few times a week. Parking is a bit difficult, and it needs to have delineated spaces to fit more cars in and make safer.

## Potential actions to consider for Ulverstone Rotary Club

- ▶ Ensure that parking near the Rotary club area is delineated and safe.

## Ulverstone Softball Club (or Ulverstone Softball Association)

The main diamond is fenced off with a temporary fence on the northwest corner of the grounds.

The association have other diamonds set up (second diamond in the southwest corner. They can have up to four diamonds marked for big events.

Numbers of players are diminishing in softball compared to a few years ago. Numbers are holding steady just at the moment with 3 competitive men's teams: 10-15 players per team. They are down to 3 women's teams, whereas they have had 5 teams in the past. The junior program has 30 plus players.

The association trains on the grounds in summer (Sept - April) and they play Tuesday and Wednesday night.

The junior program runs on Wednesday night. Men's games are held on Friday night, and all-day Saturday, 11-6 pm.

The new lighting for soccer- football is poorly placed. Soccer plays a modified version in a different location in summer so impact on softball is minimised. The current concept of a new soccer building on the western side is not suitable to softball as it would impact on the current softball area. Softball have been keen to go into the northern community building as a base although this is used by a personal trainer quite a bit.

The association are open to the concept of a diamond in the southeast corner if this would work better for the entire site.

The association is happy to consider a shared canteen and social space with anyone in the future.

They would be keen to explore the possibility of a 12-month permanent diamond with dugouts.

The association believe that there is a need to reconfigure the soccer-football and softball areas to make it make more sense.

Need to at least have access to two diamonds throughout the summer. This will provide the best chance for growth, if they can play more than one game at a time.

The association likes the concept of clubs moving over to use a social space in the indoor stadium. This could work well for softball but happy to consider other options.

Softball have been known to close the roadway along the west of the ground for bigger events due to safety concerns of this roadway and kids around. Is an ongoing issue with traffic through this area.

## Potential actions to consider for Ulverstone Softball Club

- ▶ Ensure that if a soccer-football building is built on the western side that it doesn't impinge on the operations of other sports and groups such as softball.
- ▶ Consider the best location for their main diamond which could have backstop, dugouts etc.
- ▶ Consider the option of a new home base/clubroom/office for softball. They have been offered the community building in the north (or part of it) but are open to options- depends on the location of other things like diamonds etc and soccer fields. Could be also within the sport and leisure building upstairs as they are happy to share.

## Ulverstone Kennel Club

The Ulverstone Kennel club have 12 on the committee and all are hardworking members. The club have about 30 members all up, and about 300-400 people come to shows. There are 3 shows in December, 4 x shows in January, 2 shows in August, 2 shows in October each year.

Training is held every Wednesday night and Sunday and the club also run puppy classes for the community at the site.

The Club use the cattle shed (in the middle of the dog area) but are concerned with this being used for other storage (not related to them), as it restricts their use. The club has a small office area, and two storage sheds also.

Toilets are the biggest issue. There is one toilet just inside the gates to the dog park, but this is not accessible. The public toilets are outside of the grounds (in the neighbouring playground to the north), and these should be upgraded and made more accessible to the showground's users.

The public don't like it when the dog shows are on as they can't walk their own dogs as easily.

The Club would like lighting to be improved in the dog area. Existing lights are not that strong near the agility area.

Sometimes the club uses the dog grounds (during the big events) for parking and also the camping area next to the river.

## Potential actions to consider for Ulverstone Kennel Club

- ▶ Upgrade existing or provide accessible toilets to serve this part of the showgrounds (and the park to the north)
- ▶ Improve the lighting of the dog area as well as the parking area near the dog park to ensure safety and use outside of daylight hours.
- ▶ Consider the long-term uses of the cattle shed.

## Athlete 42 Gym

Athlete 42 work with AFL Tas on occasions and high performance with TIS (Tas Institute of Sport) and some program work for older adults and schools across the community. The building they use meets some needs generally, but the space used currently is really not big enough. A bigger space would be ideal.

They have recently had 31 people to a class and cannot fit that many people inside so have to bring exercise equipment outside which can be tricky with the weather.

Athlete 42 use of the gym space every day and have had some groups of people from the neighbouring community shed for classes.

Access to toilets in the vicinity is one of the main problems apart from the size of the building. If the toilets were to go inside the community shed as proposed, these would need to be accessible from outside to meet the gym user's needs.

Have considered other spaces on the site such as the community building in the north but would consider the sport and leisure centre if a space was available.

**Potential actions to consider for Athlete 42 Gym (building and business)**

- ▶ Consider the potential move of this business to either the building to the north of the site or to within the sport and leisure building. (Squash courts -would need significant storage when squash is played, new upstairs area is a potential location.)
- ▶ Provide access toilets in the area if they remain where they are.

**Personal Trainer (using the community building in the north of the site)**

The Personal Trainer runs about 16 classes in the community building per week and almost all of her clients are younger mums and women.

The activities tend to use the entire building as they run circuits within the building. They don't tend to like to pack up everything often but happy to do so when others need the building (which happens a few times per year). Classes include running, weights, and body weight exercises

The current building is a perfect fit as it is well located, big enough and has good parking close to the building

The building that they use has toilets inside the building as well as an accessible toilet which also has access to outside. (This is the one that is used by the men's shed and sometimes the Athlete 42 clients).

They are not keen to move anywhere else within the site. She likes the concrete floor as weights are often dropped. Also likes the size of the building.

Not many significant issues with them. When the soccer ground runs NS (winter they often get soccer balls hitting the building and windows- maybe need a fence.

**Potential actions required to consider for Christine Stock (building and business)**

Softball was very open to where they were to use for social rooms.

@leisure left them with two options to explore, the community building as suggested in the previous master plan and the sport and leisure centre (which their new diamond locations would better suit.

**Football Tasmania**

The Ulverstone Soccer Club have been successful getting funding over the years for lighting and changerooms and are working towards gaining funding for clubrooms also.

They have more recently received some money (but not enough) for new clubroom facilities.

The new light towers went in quickly as they needed to spend the money (that came through a grant) before it was taken back. The light towers are not well placed though, with a tower in the middle of the field.

Ideally, they would have a changeroom building/club building adjacent to their main ground. At the moment, the main ground is on the southwest of the site but was meant to be on the southeast corner of the site according to the previous master plan.

The club are keen to grow and develop themselves to be a higher-level club in the future.

The ground is great, naturally sand based and have the best drainage for any along the coast.

## Ulverstone Show

Concerns over the future of a show as recent shows have needed to be cancelled due to covid related issues.

Insurance is one of the biggest concerns for the committee as well as the aging committee and the shortage of people to be involved in the organising of the event.

Previous shows have made good use of the various buildings at the showgrounds. Generally happy with the facilities available.

## Staff comments

### Master plan time frame

- 10-year timeline on the masterplan.

### Car parking

- Carparking- hasn't been an issue apart from when there are major events within the precinct
- There are sometimes some small amounts of conflict with the boat ramp users in summer, but this is generally manageable.
- Parking changes are not really a council priority.

### Soccer

- The relationship currently works ok between soccer and softball although Soccer would like to play longer into the year which would affect the operation of softball. Needs to be considered.
- Soccer has a main show pitch plus a number of smaller pitches. Some potential to run an additional pitch if required.
- Showgrounds has always been a multiuse facility.

- The main field for soccer has been determined by the location of the lights.
- Location for the new facilities is needed adjacent to the current changerooms on the western side. Need to consider this proposal
- Soccer club had some plans developed for a new set of changerooms on the western side which they now have some funding for.
- Soccer club also have \$180,000 additional funding for clubrooms- Need to consider this proposal
- Staff are keen to see broad community use of facilities such as changerooms in the future.
- Lighting went to 100 lux in the last upgrade. Would be nice to go to led lighting one day
- Soccer has run futsal (indoors) as well as futsal Tasmania but not currently.

### Dog area

- Dog activity area on site in the northern part of the showgrounds. Now have a large dog area and a small dog area which is very popular
- Softball
- The softball diamond gets used but may need another 1 or 2 diamonds out of the other areas.
- Currently there is not a demand for changerooms for softball.

### Flooding/Climate change

- Do get flooding (stormwater outlets coming back through the pipes towards the stadium). The stadium is at one of the lowest points in the park.



- Need to proceed with life as normal but need to flag the flooding impact in the report.
- Additional scope for the potential for solar panels plus battery storage in the future
- Could look at the extension of the solar panels, and the retention of water etc. Tanks etc.

## Camping/Motor Home area

- The original vision was for a campsite area on the northeast to be a motor home site and overflow carpark but now is used for event related camping only.

## Councillor comments

- Squash courts – Glad to see they are included may be some issue with noise from basketball with proposed plans. Note: A glazed wall (which could have a doorway) is shown between basketball and squash on the 1st floor to reduce noise into squash.
- Has the poultry club extension been accommodated? Poultry club extension has been shown on the south side only to ensure space was retained between buildings to the north.
- Has the provision for large vehicles to arena been accommodated, and loading ramps used for the Show? Yes. These can be accommodated in the new formalised car parking in the north. Car parks have been refined with entry points being shown in the northern carpark as well as from that carpark into the showgrounds itself
- Toilets are an issue across the reserve. Have these been addressed? Yes.

- Does the concept consider the work council is currently preparing upstairs in the leisure centre? Council has some plans ready to go to tender for the modification of the upstairs social room area including toilets he will be necessary to incorporate these designs into the master plan. Note: the toilet position in the upstairs has been moved to accommodate the current proposals, based on cost.
- In considering options for the circus extension is the reorientation of the building possible to minimise the size of the building as viewed from the residential area in the south. Several options were prepared for the location of the building and the north /south option was not considered the preferred due to the impact on the entry and reception area.
- We have shown the footprint and impact of a future circus building if it were to face NS.
- Does the size of the extension also incorporate judo? Yes. Judo space has been shown within the circus space and the circus space has been sized to meet the same size as within the concept plan prepared by VOS.
- Would the pavilion be better against the fence? The master plan has shown two options; squared up with the pitch and with the back against the fence.

Following comments from the Councillors briefing, the following changes were made to the plans:

- ▶ The toilets have been moved back into the upstairs social room to meet the plans currently being implemented
- ▶ We have shown the footprint and impact of a future circus building if it were to face NS



- ▶ Judo space has been shown within the circus space and the circus space has been sized to meet the same size as within the concept plan prepared by VOS previously
- ▶ Carparks have been refined with entry points being shown in the northern carpark as well as from that carpark into the showgrounds itself
- ▶ The soccer pavilion is shown in both potential positions
- ▶ A glazed wall (which could have a doorway) is shown between basketball and squash on the 1<sup>st</sup> floor to reduce noise into squash
- ▶ Poultry club extension has been shown on the south side only to ensure space was retained between buildings to the north.

Following comments and further consultation with softball and soccer-football the following changes were made to the plans:

- ▶ An alternate option for a clubhouse was shown on the western side of the showgrounds adjacent to the existing football changeroom building, while still showing the preferred location for this building to the north of the grounds.
- ▶ The softball diamonds were pushed back into the NE and SE corners to reduce the impact of any backstop fencing on the playing surface when in soccer-football mode. The exact location of fencing should be agreed on site before construction.

## Appendix 2. Estimated costs of construction

The following cost estimate was prepared by Turner and Townsend quantity surveyors and cost planners, in January 2023.

# Central Coast Council

## Arts and Culture Strategy 2023-2025

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## **VISION**

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

(Central Coast Council Strategic Plan 2014 – 2024)

## **PURPOSE**

This Strategy provides a pathway for the Central Coast to maximise its unique cultural opportunities and enable the Council to act consciously and with greater purpose in the development of arts and culture by:

- 1 Expressing the essential role of cultural vitality in the Central Coast Strategic Vision.
- 2 Asserting the Council's commitment to the development of arts and culture as a means of creating a dynamic, healthy and sustainable society.
- 3 Making explicit the relationship between delivering cultural outcomes and the Central Coast Vision.
- 4 Articulating the cultural strengths of the Central Coast.
- 5 Inspiring and motivating community members and organisations to build on these strengths in order to increase the resilience, well-being, economic and cultural vitality of the community.

## **OBJECTIVES**

Art and culture play an essential role in the development of a vibrant and sustainable society. The growing awareness of this at all levels of government has resulted in an international move to position Culture, alongside Social, Economic and Environmental policy domains for city and local governments.

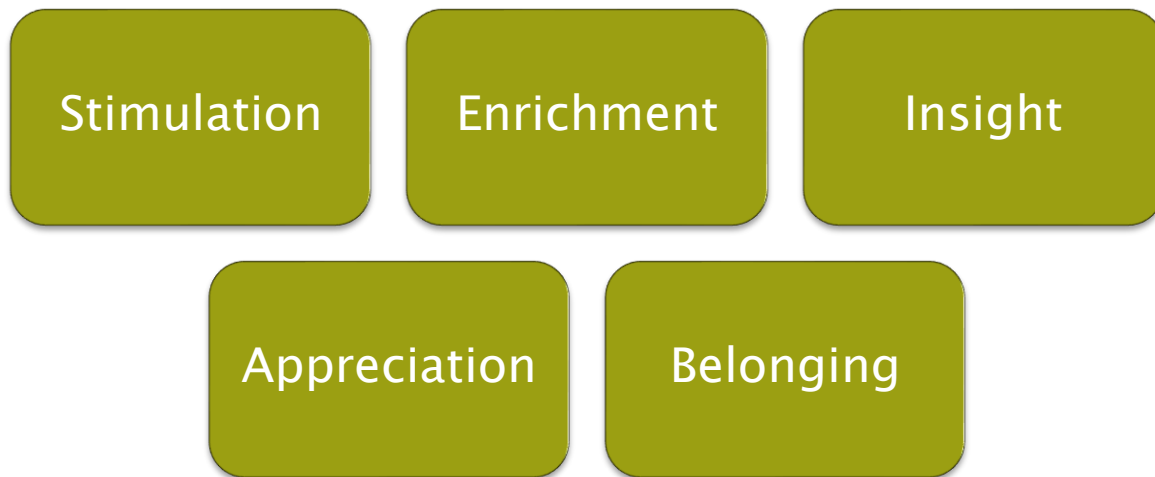
In Australia this movement is led by the Cultural Development Network who have developed a number of tools for cultural planning in local government including:

- 1 Cultural Planning Framework
- 2 Schema for Cultural Outcomes

Using the Cultural Development Network framework:

- 1 Provides language for discussion of cultural activity and its outcomes which will improve communications between Council and its state and federal counterparts.
- 2 Will improve Council's engagement with the cultural community by using the language of cultural outcomes in key policy documents and grant-making initiatives.
- 3 Aligns with growing requirements at all levels of government to express the results of investment in terms of outcomes (impact on the community) not just on outputs (what was done with the investment).

Using the Cultural Development Network Schema for Cultural Outcomes, the objectives for this strategy are:



Further definition and application of these objectives in the Central Coast context will be part of Step 2: Define Actions and Processes (2023/24) and Step 3: Implement and Monitor (2024/25 and ongoing) of the Strategy Implementation process.

## ***CONTEXT***

The value of Arts and Culture is already deeply embedded in the Central Coast community and reflected in the Central Coast Strategic Plan 2014–2024 across all Strategic Directions:

- 1 The Shape of Place
- 2 A Connected Central Coast
- 3 Community Capacity and Creativity
- 4 The Environment and Sustainable Infrastructure
- 5 Council Sustainability and Governance

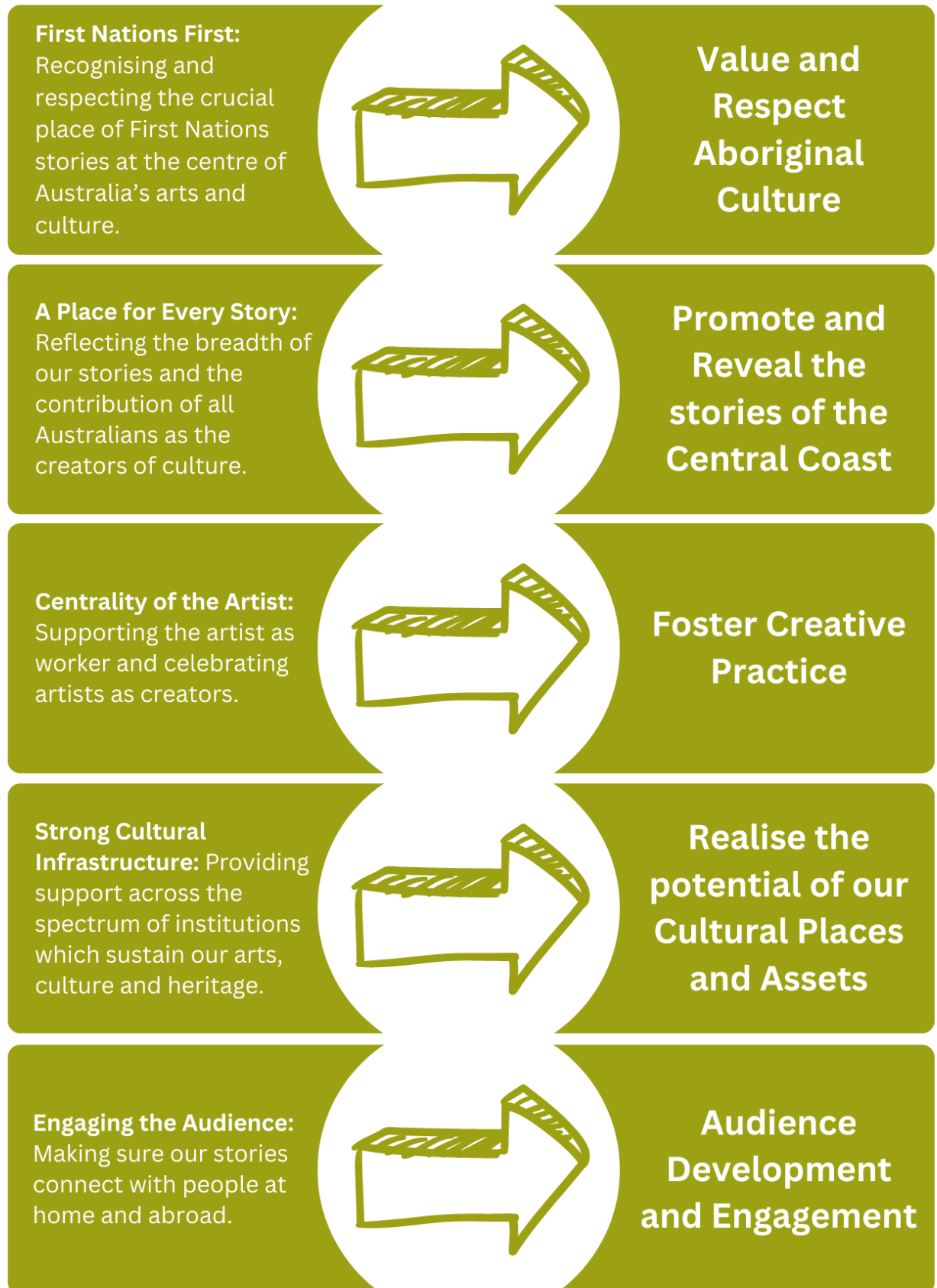
As a result, there has been significant investment in arts and culture in recent years, including the establishment of an Arts and Culture team at the Council in 2021 and the development of Hive as a new cultural precinct for the municipality, opening in November 2021.

The development of a new Arts and Culture strategy acknowledges the significant increase in capacity and opportunity that this investment has created, and that we are now entering an exciting and dynamic phase of growth. It has been designed to provide a pathway for the Council to sense and respond purposefully to the evolving cultural landscape, in order to understand our strengths and weaknesses, and to maximise the opportunities that it presents.

At a National level, the development of this strategy has coincided with the release of the Australian Government’s landmark National Cultural Policy—*Revive: a place for every story, a story for every place*, on 30 January 2023. *Revive* is a 5-year plan to renew and revive Australia's arts, entertainment and cultural sector, with the aim to “deliver new momentum so that Australia's creative workers, organisations and audiences continue to thrive and grow, and so that our arts, culture and heritage are re-positioned as central to Australia's future.” The National Cultural Policy is structured around five interconnected pillars which have been used to provide five clear strategic directions for the Council:

## Australian National Cultural Policy

## Central Coast Arts and Culture Strategy



## ***STANDARDS (INCLUDING RELEVANT LEGISLATION)***

- 'National Cultural Policy – *Revive: a place for every story, a story for every place*', 30 Jan, 2023
- John Hawkes, *The Fourth Pillar of Sustainability: Culture's Essential Role in Public Planning*
- Central Coast Council Reconciliation Action Plan, December 2021
- Central Coast Collection Policy
- Central Coast Public Art Policy
- Central Coast Events Brand Strategy
- Central Coast Events Strategy
- Central Coast Volunteer Policy

## ***DEFINITIONS AND EXEMPTIONS***

**Culture** is everything from artistic expression to the shared ideas, values and/or customs of a group of people.

*'Culture springs, first and foremost from human interaction ... making culture is a daily public event – not just in schools, in the media, in the 'culture houses' but also in the streets, shops, trains and café; Culture is not a pile of artefacts – it is us; the living breathing sum of us.'* - John Hawkes – *The Fourth Pillar of Sustainability: Culture's essential Role in Public Planning*.

**Art** is an expression of culture e.g. everything from finger painting to the Mona Lisa. It helps us to appreciate the world through experiences outside the mundane, through enjoyment and entertainment, beauty and awe, joy and wonder. It helps us to understand the world through education and inspiration.

**Artists** are story keepers and story tellers. They capture time and help us understand who we are, how we became who we are and who we could become. They are change instigators who energise and articulate important social conversations and reforms.

**Placemaking** is a multifaceted approach to planning, design and management of public spaces which aims to create places that promote people's health, happiness and wellbeing. Placemaking focuses on the physical, cultural and social identities of a place. Pursuing the vision of this Arts and Culture strategy will enhance the Council's role in ongoing activation and management of place.



## STRATEGIC DIRECTIONS



### **1 Value and Respect Aboriginal Culture**

As outlined in the Central Coast Reconciliation Action Plan. Recognising:

- 1 The Aboriginal community as key stakeholders in the Arts and Cultural expression of Central Coast community.
- 2 That this is a long-term relationship-based process.
- 3 That as a Council and a community we are early on in this journey.

#### **Goals:**

- a) Establish a formal partnership with our regional aboriginal corporation, Six Rivers.
- b) Through this partnership identify appropriate Central Coast and Tasmanian Aboriginal community representatives to engage in Arts and Cultural consultation.

### **2 Promote and Reveal the Stories of the Central Coast Community**

Stories from here, for here.

Knowing the particular stories of the places in which we live and the people we live with heightens our sense of belonging and deepens our appreciation of and empathy for others.

The stories of a place, good and bad, are what makes it unique and special. Understanding and providing opportunities for the telling of these stories will enrich the lives of the people who live here.

Stories can also attract and retain visitors with a desire to know more about what makes this place special.

**Goals:**

- a) Seek opportunities to communicate the richness of our history and culture to residents and visitors and to tell old stories in new ways.
- b) Provide opportunities for the diverse communities of our municipality to tell their stories and share their culture.

### **3 Foster Creative Practice and Connection**

The Central Coast is home to many creative individuals and organisations. Creative practice is an essential element of a culturally vibrant society. The Council is a multi-faceted organisation with a commitment to support an environment which fosters creativity and collaboration.

**Goals:**

- a) Promote Council's existing infrastructure to support the ongoing development of creative practice.
- b) Foster and participate in creative networks by facilitating connections between organisations and individuals.

### **4 Realise the Potential of our Cultural Places and Assets**

Our cultural places provide the physical context for a vibrant and welcoming community. The Council is committed to providing equitable access, appropriate resourcing and communicating their value and role. Our cultural places include public space, including bushland, managed parklands and the built environment – and in particular facilities such as Hive, the Ulverstone Civic Centre and the Wharf Precinct. Our cultural assets - such as the Central Coast Cultural Collections - help us to understand our past and use this knowledge to build a better future. Appropriately housing and providing equitable access to these collections will make a significant contribution to the cultural vitality of the community.

**Goals:**

- a) Establish an Arts and Culture Advisory Committee.
- b) Continue to develop Hive as the cultural precinct for the Central Coast municipality.
- c) Prioritise accessibility and inclusivity in all cultural assets, projects and programs.

### **5 Audience Development and Engagement**

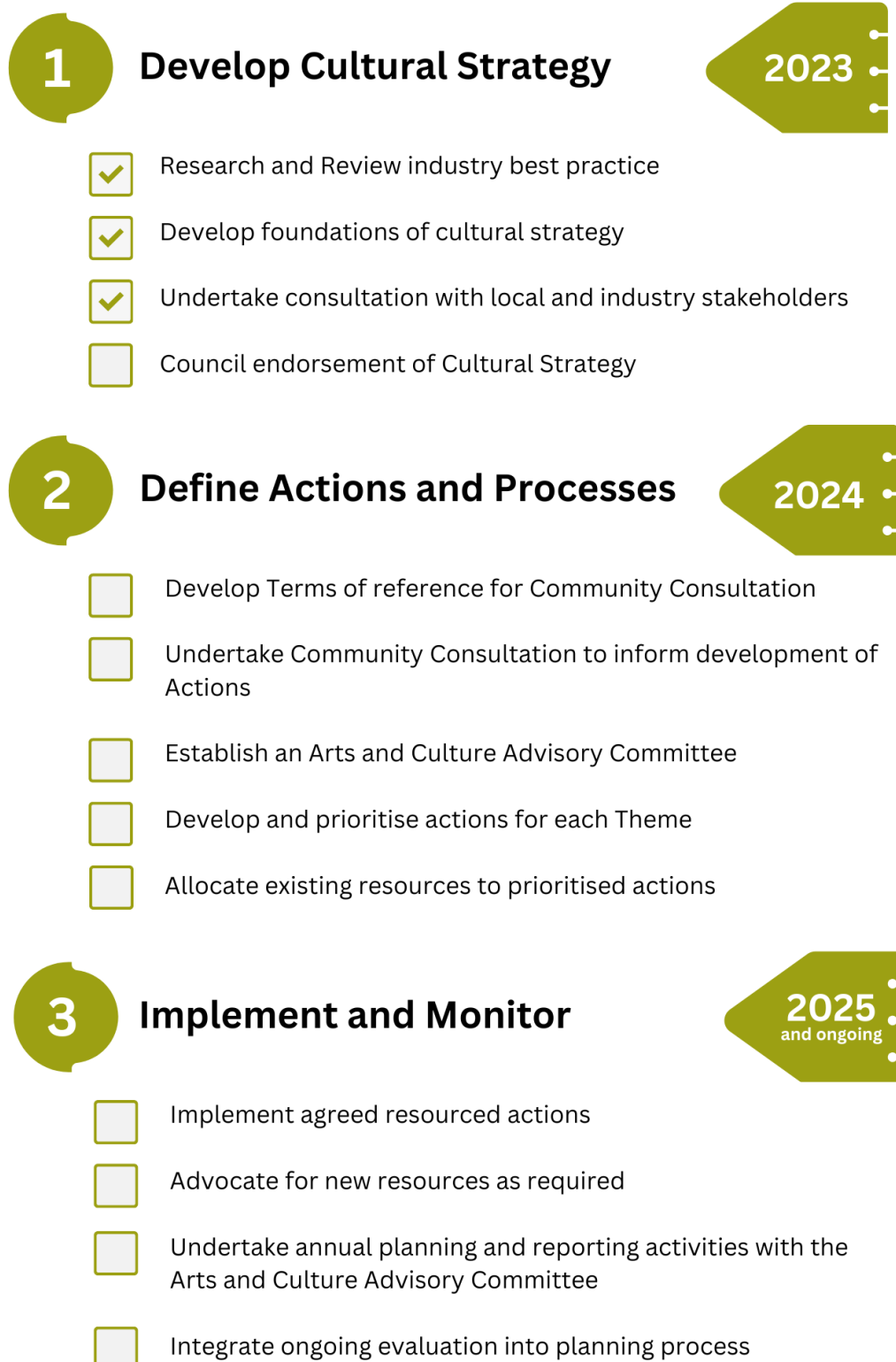
Making sure the stories of the Central Coast are seen and heard by connecting with our community and visitors to the Central Coast.

All members of the Central Coast community regardless of literacy, age, education or ability, have the opportunity to access and participate in arts and culture.

**Goals:**

- a) Facilitate and extend partnerships between arts and cultural organisations, practitioners and the wider community.
- b) Be a conduit for the dissemination of arts and cultural information and news in the region.

**FROM STRATEGY TO ACTION**



# Central Coast Council

## Cultural Collections Policy

JULY 2023

***Acknowledgement:***

*This project was assisted through Arts Tasmania by the Minister for the Arts.*

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## ***1 INTRODUCTION***

The Cultural Collections of the Central Coast Council are a source of knowledge, stories, memories and identity for the municipality. They are developed and managed as a resource to inspire, educate and inform the community and visitors and to contribute to the preservation, development and interpretation of the Council's past, present and future.

This document is a statement of policy for the development and management of the Council's Cultural Collections (the Cultural Collections). It supports the Council's vision to be 'a vibrant, thriving community that continues to draw inspiration and opportunities from its natural beauty, land and people and connected by a powerful sense of belonging' (Central Coast Strategic Plan 2014–2024) by developing and maintaining collections of local, state and national significance which:

- a. Place an emphasis on items that have a connection to the Central Coast region of Tasmania.
- b. Enrich the cultural lives of residents and visitors to the Central Coast.
- c. Promote cultural and economic development, and contribute a sense of identity and place to the region.

## ***2 PURPOSE***

The purpose of this policy is to ensure a suitable and appropriate framework is in place for the management of the Cultural Collections. It details the guidelines and processes for the acquisition, maintenance and deaccessioning of all materials for the Council collections.

This policy is designed to ensure that:

- a) The Council advances its vision to enhance and develop the Cultural Collections.
- b) The Council applies rigorous and ethical museum standards in the recommendation, consideration, assessment and negotiation of all aspects of collection management (acquisitions, deaccessioning and disposal).
- c) Acquisitions to, and deaccessions and disposals from, the collections are considered and approved in accordance with the delegated authority.
- d) Staff have clear procedures regarding interactions with vendors, artists, donors, gallerists and auction houses.

These objectives are to be achieved by ensuring that the Council:

- a) Acquires materials that fit within its collecting priority areas.
- b) Obtains valid title to material acquired for the Collections.
- c) Avoids any act or omission that may compromise its position and reputation for integrity.

### 3 SCOPE

The Council has five Cultural Collections, which are the Central Coast Museum and Archive Collection, the ArtEx Collection, the Fine Art Collection, the Scientific Collection, and the Public Art Collection.

This policy applies to the first three of these Cultural Collections. The Public Art Collection will be outlined in a separate policy due to the specific requirements of Public Art.

The Council recognises and follows the *International Council of Museums (ICOM) Code of Ethics for Museums*.

#### 3.1 The Central Coast Museum and Archive Collection (previously the Ulverstone Museum Collection)

Formed in 1991 as a repository of items and information about local and family history in Ulverstone, and later the Central Coast. Today it consists of over 10,000 pieces as well as 24,000 photographs. It includes paintings, works on paper, tools, textiles, furniture, and multimedia.

#### 3.2 The ArtEx Collection

Since 1988, the Council has supported the Rotary Club of Ulverstone West ArtEx prize. The winning works are chosen by a panel of external judges appointed by the Rotary Club. As part of the agreement with this organisation, the winning work has been acquired by the Council and displayed in Council buildings including the Administration Centre. This Collection has its own history and context and stands as a Collection distinct from the Fine Art Collection.

#### 3.3 The Fine Art Collection

The Fine Art Collection is a recent addition to the Cultural Collections, formed in 2022. The Fine Art Collection consists of works by Central Coast artists and/or works relating to the Central Coast region of Tasmania. In addition, works that are: (i) by artists who are exemplary, prominent, influential and/or renowned and acquisition of the artwork will enhance the overall quality of the Collection; or (ii) of outstanding artistic merit and rate highly in terms of aesthetic, cultural, spiritual and/or historical significance; or (iii) rate highly in terms of national, state or regional significance, will also be collected.

The first pieces accessioned were three works commissioned as part of the Hive cultural precinct development by Central Coast artists Troy Ruffels, Louise Daniels and Annie Hay. The first donated piece was from North-West Tasmanian artist, Kit Hiller.

#### 3.4 The Science Collection

The Science Collection was established in 2022 with the increased science focus that resulted from the inclusion, in Hive, of a science centre and planetarium. The collection includes scientific instruments, including but not limited to microscopes and telescopes. The collection is divided into two categories: (1) Objects registered as Museum objects, which are suitable for exhibiting or research; and (2) objects that can be used in educational programs that are



of little or no value for exhibiting or for research, for which normal wear and tear during their use in such programs is deemed acceptable.

### 3.5 The Public Art Collection

The Public Art Collection encompasses all art installed in public space owned, managed, or maintained by the Council. The Public Art Collection is outlined in a separate policy due to the specific requirements of Public Art (see the Central Coast Council's Public Art Policy).

## 4 *STANDARDS (INCLUDING RELEVANT LEGISLATION)*

This Policy was developed in accordance with:

### 4.1 Relevant Legislation

- *Local Government Act 1993*
- *Firearms Act 1996*
- Significance 2.0 2009 Significance 2.0 | Office for the Arts
- National Standards for Australian Museums and Galleries (National Standards) 2023  
National Standards for Australian Museums and Galleries – Australian Museums and Galleries Association Inc (amaga.org.au)

### 4.2 Related Policies/Documents

- Central Coast Arts and Culture Strategy 2023
- Central Coast Public Art Policy 2023
- Employee Conflict of Interest:  
<https://centralcoastcouncil.squarespace.com/s/Conflict-of-interest-Policy-Final-Aug-2019.pdf>

## 5 *DEFINITIONS*

**Central Coast:** The part of Tasmania defined as the Central Coast local government area.

**Council:** The Central Coast Council, which is the governing body of the Central Coast local government area.

**Interpretation:** All the ways of presenting the significance of an item or collection, from simple object labels to exhibitions, education programs and web-based resources.

**Donation:** The gratuitous transfer of property and title of the donation.

**Purchase:** Items acquired from dealers, commercial galleries, shops, private individuals and companies for the purpose of acquisition and accession into the Collection using funds allocated for that purpose.

**Commission:** Items acquired as a result of contracting an artist to produce a work for the Collection. The terms and conditions of acquisition will be outlined in the acquisition proposal

approved by the relevant representative of the Council and the contract established between the Council and the artist.

**Policy Period:** Five years from the date of publication of this document.

## **6 ROLES AND RESPONSIBILITIES**

Council employees shall refrain from personal activities that would conflict with proper execution and management of the Council's Cultural Collections Policy.

Council staff members purchasing work for their own private collections must ensure their interest does not conflict with the interests of the Council in the process of acquisition. The Council's Employee Conflict of Interest Policy provides guidance for recognising and disclosing any conflicts of interest.

### **6.1 Manager Arts and Culture**

The Manager Arts and Culture is primarily responsible for the implementation and adherence to this Policy.

### **6.2 Curator**

The Curator is the primary role responsible for the development and management of the Cultural Collections. The Curator is also responsible for the analysis, review and interpretation of the Collections with an aim to present a balanced view of the history and culture of the community.

### **6.3 Acquisition Committee**

The Acquisition Committee consists of the Manager Arts and Culture, Curator and individuals with specialised knowledge as required. It will assess the proposed acquisition against relevant criteria in accordance with this Policy. All recommendations and subsequent decisions will be documented and retained by the Council.

## **7 POLICY STATEMENT**

The development of our collections is essential to ensure that the Council's artistic and cultural assets remain vibrant and active. The Council will acquire items that fit within the identified collecting areas and works will be selected on the basis of the significance of the item and/or the specific quality of the item.

## **8 ACQUISITIONS AND COLLECTING PRIORITIES**

The Council will ensure that all acquisitions are negotiated and managed on terms that are ethical, honorable, responsible and visible to public scrutiny and will maintain the Council's reputation for collecting excellence in the community. In developing its collections, the Council will make every effort to ensure that it acquires items with valid title and established provenance, that are authentic, and that have not been illegally obtained.

## 8.1 The Central Coast Museum and Archive Collection

Geographical area – The existing Museum Collection (as inherited from the previous Ulverstone History Museum) is primarily focussed on the Ulverstone area. The Central Coast Council covers a much wider geographical area – from Cuprona in the west to Turners Beach and Kindred in the east, Penguin in the north to Loongana and Nietta in the south. Consequently, there will be a greater focus on collecting from areas within this wider region. However, any objects or stories deemed to be of sufficient quality and importance from Ulverstone should also be accessioned.

Time period – The existing Museum Collection focusses almost entirely on pre-1950 objects. However, as the Collection overall is intended to cover the period from c.1820 to the current day, the priority for this policy period is to primarily collect objects that are post-1950. However, any objects deemed to be of sufficient quality and importance from before that year should also be accessioned.

## 8.2 Fine Art Collection

Geographical area – The collecting focus of the Fine Art Collection will be works by artists from the Central Coast region or else works depicting and/or relevant to the Central Coast region. Works of exceptional quality or artistic importance from outside this region that significantly increase the cultural value of the Collection will also be considered for acquisition.

Time period – To present a proper survey of the fine arts in the region, it is intended that the Collection will include historical and contemporary examples. The Council encourages the collection of contemporary Tasmanian Aboriginal art. See 9 for further reference regarding historical Tasmanian Aboriginal artefacts.

## 8.3 Science Collection

The collecting priority is for objects mainly from the Central Coast but more generally from North-West Tasmania, because of Hive being a leading institution of its kind in this part of the State. Objects of scientific significance from other parts of the State may be collected if (1) they relate to objects already in the Collections – for example, to enable other objects to be interpreted in context; or (2) relate to topics in which Hive specialises, including but not limited to astronomy.

Objects collected for educational purposes relate to both the above and to educational programs (for example, science workshops) that Hive operates, either by contractors or Hive staff.

## 8.4 Public Art Collection

For Public Art collection priorities, refer to the Public Art Policy.

# 9 MATERIAL NOT TO BE COLLECTED

The Council will not collect the following:

- a) Buildings that should be left in situ.
- b) Tasmanian Aboriginal artefacts, without consultation with appropriate Tasmanian Aboriginal community representatives.
- c) Farm and industrial machinery and large-scale transport items.
- d) Explosive devices, functional weapons.
- e) Biological material (including flora and fauna) or skeletal remains, without consultation with appropriate scientific professional.

## **10 OTHER ACQUISITION CRITERIA**

### **10.1 Provenance and documentation**

When considering acquiring material for the Cultural Collections, the Council will practice, and be prepared to show that it has practiced, the highest standards of due diligence. As a general principle, the Council will not acquire material through any means or methods unless it can acquire valid title. To establish the provenance of the material and the veracity of title, the Curator will carry out thorough research before proposing the material for acquisition in accordance with best practice and provenance policy and procedures.

### **10.2 Condition and Care**

The Council will consider the factors that may impact on the condition, care and preservation of the material prior to its acquisition, including any issues or unusual costs in relation to:

- a) The current condition and/or long-term care of the item;
- b) The storage and movement of the item, including but not limited to long-term storage issues and costs and workplace health and safety issues; and
- c) Documentation, display and loan.

### **10.3 Relevance**

The Council will collect objects only that further the Council's objectives and relate to the Council's purpose, and key collecting priorities.

### **10.4 Significance**

For The Central Coast Museum and Archive Collection and Fine Art Collection, priority is given to items that reflect one or more of the criteria in *Significance 2.0*: primary criteria, being historic, artistic or aesthetic, scientific or research, and social or spiritual; and comparative, being provenance, interpretative potential, rarity or representativeness, and condition or completeness. For Science Collection, priority is given to items that reflect the criterion of

historic, scientific or research significance. The highest priority will be given to objects that are in good condition and that have interpretative capacity (refer to Significance 2.0).

## ***11 DUPLICATIONS***

Objects that duplicate items already in the Collections will not be accepted unless they are of superior condition and/or historic value. In such a case the first example may be considered for deaccessioning.

## ***12 CONDITIONAL ACQUISITIONS***

As a rule, the Council does not accept acquisitions that carry restrictions or conditions. Donors and vendors must relinquish all proprietary rights to the material other than copyright (if applicable). In extraordinary circumstances, exceptions may be made by the Council, on the recommendation of the Acquisition Committee. These exceptions may include custodial arrangements legally negotiated on a case-by-case basis.

## ***13 METHODS OF ACQUISITION***

Items shall be acquired through the following methods:

- a) Donation (including gifts, bequests and donations through the Cultural Gifts Program);
- b) Purchase;
- c) Commission; or
- d) Any other transaction by which legal title to an item passes to the Council.

## ***14 ACQUISITION APPROVAL PROCESS***

Offers of donations or bequests do not warrant automatic inclusion into the Cultural Collections. The following three step authorisation process will be used in the approval of acquisitions to the Cultural Collections:

### **14.1 Assessment**

The appropriate officer responsible for the relevant Collection, in consultation with the Acquisition Committee and/or professional consultant(s) when required, will assess all Acquisition Proposals and make considered recommendations to accept or refuse items. Proposed items will be assessed on their merit taking into account the Council's objectives and the Acquisition Priorities and Other Criteria outlined in this document. Objects to be considered for acquisition will be physically sighted and assessed by the relevant officer prior to acquisition.

### **14.2 Recommendation(s) and Approval**

Recommendation(s) for acquisitions to the collection shall be approved by the Manager Arts and Culture who has delegated authority to approve Acquisitions within established delegation

limits. All proposed Acquisitions with a purchase price over the Manager Arts and Culture's delegations must be referred to the Director Community Services. The Council reserves the right to not accept objects offered as gifts or donations.

## **15 COLLECTION MANAGEMENT**

The Council aims at all times to maintain an effective documentation system according to Australian National standards and practices for galleries and museums in relation to documentation and record-keeping procedures (refer to National Standards for Australian Museums and Galleries 2023, Standard A2.4).

A Collection Management System (CMS) shall be maintained as a central catalogue in which all relevant details of individual items are recorded including accession number, title, maker, photograph, description, condition and provenance details, and location.

Documentation shall be completed and retained in relation to all items including:

- Acquisition assessments
- Donation forms
- In-house condition reports
- Loan forms
- Legal paperwork relating to copyright and/or restrictions on use of items.

Donor forms, receipts and catalogue information will all be kept at Hive.

Audits and condition reporting of 25 percent of one Collection shall be undertaken by qualified staff at least once every five years. It may be necessary, under extraordinary circumstances, to undertake audits or condition reports at other times.

Firearms, including longarms, pistols and handguns, fall under the *Firearms Act 1996*. The Curator, as the responsible member of staff, must hold the required Firearms Licence. Any organisation possessing firearms made after 1900, or other than that specified in Exemption Number 4 of the Firearms Act, must apply for an exemption (see Tasmanian Police Firearms resource sheet: <https://fas.police.tas.gov.au/wp-content/uploads/2023/05/23.-Genuine-Reason-8-Show-or-Exhibition.pdf>). Regardless of exemptions collecting organisations are obligated to ensure all firearms (and prohibited weapons) are appropriately stored and displayed as specified in Section 85 of the Act.

## **16 STORAGE AND CONSERVATION**

The Cultural Collections shall be conserved in accordance with accepted contemporary National best practice and standards applicable to safe and appropriate storage, management and handling procedures (refer to National Standards for Australian Museums and Galleries 2016, Standard A4.3).

- a) Staff and volunteers shall be given appropriate training in handling procedures.

- b) The Council shall provide as secure an environment as possible for storage, transportation and display of the collections.
- c) Storage areas must remain clean, secure and sealed against the weather.
- d) Temperature and relative humidity should be kept as stable as possible.
- e) Access to storage areas is to be controlled by the Curator.
- f) When storage areas are not in use lights must be turned off.
- g) Archival quality storage materials should be used for storage of all accessioned collection material.
- h) Storage areas must be regularly checked for pests and other problems.
- i) Objects are not to be stored on the floor.
- j) Conservation work and treatments will be performed only by a qualified professional Conservator. Untrained personnel should never attempt to clean, treat or restore museum objects.

## **17 LOANS**

### **17.1 Loan procedures**

- a) Loans greater than two years will not be accepted by the Council.
- b) The Council will lend and borrow material to help meet its stated purpose.
- c) The maximum loan period is five years.
- d) Applications for extension of this period must be made prior to the loan expiry date.

### **17.2 Inward loans**

- a) Inward loans shall only be accepted for specific exhibitions or research and for fixed periods of time.
- b) Inward loans shall only be accepted where it can be established that the lender is reputable and holds valid title to the item(s).
- c) Inward loans shall be recorded in a Loans Folder.
- d) A representative of both the Council and the lender will be required to sign an agreed Inward Loan Form. Each party will hold a copy of this agreement. This form will record conditions of the loan and the period of the loan.
- e) The Council agrees to exercise the same care with respect to loans as it does for its own collection.

- f) Loans shall remain in the possession of the Council for the time specified on the form.
- g) The Council can request to renew loans if required. Documentation recording renewal must be signed by museum staff and the lender.

### **17.3 Outward loans**

- a) The Council will lend objects to other museums and organisations holding collections. It will not lend to private collectors.
- b) Borrowers and a representative from the Council will be required to sign two outward loan agreement forms. Each party will hold a copy of this agreement. This form will record condition of the loan and the period of the loan.
- c) No object will be loaned by the Council unless the safety of the item is assured and adequate security, environmental conditions and standards of care are evident.
- d) It is expected that the borrower will exercise the same standard of care for borrowed items as it does for its own collection in accordance with established best practice and professional gallery standards (refer to National Standards for Australian Museums and Galleries 2016).
- e) Outward loans are subject to the borrower agreeing to the conditions specified in the Council's Outward Loan Agreement.
- f) All costs associated with the outward loan will be the responsibility of the borrower. These costs will include transport and insurance.
- g) The borrower will provide a secure display and/or storage area.
- h) Objects cannot be treated or altered in any way without the written permission of the Council.
- i) Loans will remain in the possession of the borrower until returned to the Council.
- j) Applications for extension of this period must be made prior to the loan expiry date.

## ***18 DEACCESSIONING AND DISPOSAL***

### **18.1 Criteria for Deaccessioning**

An item may be deaccessioned from the Cultural Collections if:

- a) The Cultural Collections policy has been revised since the item was acquired and/or the Collections Priorities have been refined or altered.
- b) It does not meet the criteria associated with the artistic or aesthetic significance or historical significance for the Council's Collections (as defined in *Significance 2.0*, Part 7: National and international Significance – Primary Criteria (p.49)).



- c) It is damaged beyond repair.
- d) The conservation costs for the item are beyond the means of the Council.
- e) The storage requirements are beyond the means of the Council. It can no longer be stored due to its size or special climate requirements.
- f) It is of a similar, or closely similar, example of which the Council possesses better examples.
- g) It is a lesser quality duplicate of an object the museum already owns.
- h) It lacks any supporting information to enable proper identification, or to establish its relevance to the collection.
- i) It is incorrectly identified or attributed or is a forgery.
- j) A substantiated request for the return of the object to its original owner/donor is received.
- k) It can be proven that the item was obtained unlawfully.
- l) It has been lost or stolen.
- m) It is of a hazardous nature and may pose a serious WHS risk to staff and visitors.
- n) It is subject to legislation that prevents the Council from displaying it or having title to it.

## **18.2 Exclusions from deaccessioning**

Items that will not be considered for deaccessioning include:

- a) Those subject to a trust or other legal impediment or have conditions attached expressly or by implication which prohibits deaccessioning.
- b) Those that may, by law, be required to be retained or otherwise dealt with in accordance with heritage, archival or other similar legislation.
- c) Those acquired less than five years prior to the time of proposed deaccession.

## **18.3 Deaccessioning procedures**

- a) Formal deaccessioning can occur only if the object is owned by the Council.
- b) The object identified for deaccessioning from the Cultural Collections must come before the Acquisition Committee for consideration with reference to the criteria stated above.
- c) The object identified for de-accessioning must be held for a six-month 'cooling off' period before it is finally disposed of.

- d) Elected members of Council, Council staff, volunteers, committee members and their families are prohibited from purchasing, or otherwise obtaining, a deaccessioned object.
- e) Any funds acquired from the sale of the deaccessioned item must be used for acquisitions or care of the Cultural Collections.

#### **18.4 Disposal Procedures**

In priority order the object must be:

- 1 Returned to the donor or family (donation), with the exception being donations made to the Council under the Federal Cultural Gift Programme as donors have already received the benefit of a tax deduction for the gift.
- 2 If after a thorough search (documented) this is impossible, the object should be:
  - a) Transferred to another appropriate institution;
  - b) Used as an educative/interpretive tool;
  - c) Sold by public auction, where appropriate; or
  - d) Destroyed or recycled, if appropriate.

Every effort will be made to notify any living donor whose gift has been approved for deaccessioning prior to disposal.

#### **18.5 Records of Deaccessioned Objects**

All records of deaccessioned objects and the circumstances of its deaccessioning and disposal will be marked clearly and kept on file for future reference.

The Accession Number of a deaccessioned object must not be reused.

### ***19 WINDING UP PROCEDURES***

In Tasmania, Local Government is made up of 29 councils, each responsible for a municipal area. The principal legislation establishing the powers and functions of councils is the *Local Government Act 1993*.

The Central Coast Council is a corporate body and it is the Council as a whole that constitutes the legal entity.

When considering winding up, the priority would be to keep the Council's Cultural Collections together, rather than separating the objects within these Collections.

The Cultural Collections, consisting of acquired objects that have been formally catalogued, and those awaiting cataloguing in a collection management system, shall be dealt with in priority order as follows:

- 1 Any item that is on loan shall be returned to the lender;
- 2 All items within the Collections owned and any other associated assets, records, files, equipment and electronic data shall be given or transferred to a similar institution or another Council as determined by the Central Coast Council; or
- 3 If the above options are not possible, then consideration will be given on separating objects within the Collections in consultation with a suitably qualified industry professional.

## **14 REVIEW**

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

Date of approval: .....17 / 07 /2023.....

Approved by:

.....  
Barry Omundson  
GENERAL MANAGER

# Central Coast Council

## Public Art Policy

JULY 2023

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## **1 INTRODUCTION**

Public art enhances our shared civic spaces, expressing our evolving sense of identity and place. Highly visible and accessible, the Council recognises the role public art can play in enriching the lives of residents and visitors and creating opportunities for cultural and economic development that contribute to achieving the Central Coast's Vision to:

*'be a vibrant, thriving community that draws inspiration and opportunities from its natural beauty, land and people and connected by a powerful sense of belonging.'*

(Central Coast Strategic Plan 2014 – 2024)

## **2 PURPOSE**

The Council plays a key role in the development of public space. This policy will assist the Council to make decisions on art in public space and guide the integration of artwork into capital projects, streetscape works and place making. This includes the management of the Central Coast's existing public art assets as well as the proposal and selection of new public art works whether through direct commission, in partnership with business and other tiers of government or through community driven initiatives.

## **3 SCOPE**

This policy applies to all existing and future public art installed in public space owned, managed, or maintained by the Council including commissioned works, community arts projects and arts-based events in the Central Coast public domain.

This policy provides a procedure for the appropriate procurement and disposal of public art.

## **4 STANDARDS (INCLUDING RELEVANT LEGISLATION)**

This Policy was developed in accordance with:

### **4.1 Relevant Legislation**

- *Local Government Act 1993*
- *Local Government (General) Regulations 2015*
- Tasmanian Planning Scheme – Central Coast 4.2.7 Exemption
- *Land Use Planning and Approvals Act 1993*
- *Building Act 2016*
- *Copyright Act 1968*
- International Council of Museums Code of Professional Ethics 2022
- National Association of Visual Arts Code of Practice Year 2022

## 4.2 Related Policies/Documents

- Central Coast Arts and Culture Strategy 2023
- Central Coast Council Collection Policy 2023
- Asset Management Policy 2021
- Open Space and Recreation Plan 2012 – 2022
- Code for Tenders and Contracts 2019
- Guidelines for the installation of plaques and memorials in parks and open spaces with Central Coast 2021

## 4.3 Related Forms/Tools

- Art in Public Space Proposal Form

# 5 ***DEFINITIONS OR EXEMPTIONS***

## 5.1 Public Art

Public art is not easily defined, nor is the definition collectively agreed. In the broadest sense, public art is a creative or interpretive element attached to, or installed in a building, structure, or space, indoor or outdoor, and is accessible to the public by either relative proximity, sight, or audibility.

Public art may comprise stand-alone items or may be fabricated into the construction of buildings, structures, or open spaces.

Public art can be literary, visual, acoustic, interactive, craft or design. Public art requires the engagement of artists (or suitably experienced designers) in the conception, development, and enhancement of a public space.

Public art often seeks to be interpretive of its immediate environment and local characteristics and should be a sensitive and/or expressive response to the space in which it operates.

Public artworks can take on a wide range of forms from iconic, functional, decorative, integrated, site-specific, or interpretive, through to ephemeral and temporary.

This policy pertains to public art installed in public space, owned, managed, or maintained by the Council.

The Council will consider public art to align with one of the following:

- a) **Iconic:** A stand alone or significant work, where the artist's approach is largely independent of other considerations. Examples include sculptures, water features, lighting, or multimedia.
- b) **Functional:** Where an additional purpose or function of the work is present. For example, seating, bollards, play equipment or furniture.
- c) **Decorative:** Where the primary purpose is to aesthetically enhance an

environment or structure. For example, murals or installations in/on public buildings.

- d) **Integrated Site Specific:** Works that are fully incorporated within the design of the built or natural environment, designed to respond to the surroundings. Site Specific works may include streetscape design, landscaping that include artistic form or shape, and public open space design elements.
- e) **Interpretative:** Where the primary purpose is to describe, educate and comment on issues, events or situations. Examples include signage, pavement inlay, landscaping, murals and text-based work.
- f) **Temporary:** Not designed to last or remain installed in its original setting. Existing from a few hours up to approximately 24 months. It should not require maintenance. If it does require maintenance, or is intended to last longer than 24 months, it should be considered permanent.
- g) **Memorials:** If an artist or designer is engaged to develop a memorial on/in publicly accessible place owned, managed, or maintained by the Council, then that memorial is a public artwork under this policy, and is required to be assessed using the criteria prescribed. All public memorials must adhere to existing Council policies and the Planning Scheme.

## 5.2 Public Space

In this policy, public space is defined as indoor and/or outdoor spaces, owned, managed, or maintained by the Council, including, but not limited to property such as: buildings, streets, pathways, parks, squares, foreshores, and waterways that are freely accessible to the public.

## 5.3 Community Art

Community art may also take place in the public domain however these projects are not generally defined as public art. The definition of Community derived public art is community (individuals and organisations) working together to express and/or articulate a collective vision in a creative way through the development of artwork that may take place or be viewed in a public space. Community development principles and practices are given comparable focus to artistic or creative outcomes. Ideally a trained artist and/or community arts worker facilitates community arts projects.

# 6 EXEMPTIONS

Exempt from the Council's Public Art Policy:

- a) Unauthorised public art that was not initiated, or is not owned by the Council, or public art that has not been endorsed by the Council.
- b) Artworks installed at/in public or privately owned property outside the ownership or management of the Council, regardless of whether the artworks can be viewed by the public.



- c) Temporary, or ephemeral artwork, at/in publicly accessible places that are intended as part of a short-term event, festival or commemorative occasion, devised to last no longer than the life of the event and require no ongoing management.
- d) Commemorative Seats.
- e) Community and Political signage.
- f) Civic infrastructure installed by the Council at/in publicly accessible places, that may or may not contain an element that could be interpreted as artistic, for example: seating, bin surrounds, street lighting, and other associated civic infrastructure.
- g) Work undertaken or contracted by the Council in the field of urban design, architecture design or landscape design, for example footpath paving, plantings, and fencing.
- h) Civic items installed by the Council at/in publicly accessible places, that may or may not have a cultural/heritage or artistic element, for example the penguin rubbish bins, including commemorative plaques, or culturally sensitive gifts.
- i) Public art initiated and coordinated by recognised community groups or service providers that is installed in an area associated with facilities or outdoor places directly connected to their activities. The initiating organisation will be responsible for the management and maintenance of the artwork.
- j) Memorials proposed by recognised community groups or service providers for installation in publicly accessible places, designed for the single purpose of commemorating individuals, groups or events. The initiating organisation will be responsible for the management and maintenance of the artwork.

## **7 ROLES AND RESPONSIBILITIES**

This policy encourages ongoing interdepartmental, community and private sector partnerships to support and promote public art.

### **7.1 Central Coast Council**

Public art opportunities may arise within the capital works programs and placemaking activities in the Local Government Area and on the land and building assets owned by the Council. Examples include public art commissioned as part of a precinct or park upgrade, streetscape works, place making or Masterplans. Public artworks commissioned by the Council will be guided by the Code for Tenders and Contracts. Appointed artist will be commissioned in accordance with the National Association of Visual Arts standard practice. The Council will also encourage the creation of other types of public art initiated by the community and local artists such as, but not limited to, ephemeral art, legal street art and performance art. The Council is responsible for

the maintenance and management of all Council commissioned or acquired works of art in public space for an agreed lifespan.

As the Central Coast's cultural precinct, Hive plays an important role in the cultural development of the Central Coast. It can create synergies between the Council and the community by adding value to projects through:

- Arts based events;
- Public art projects and exhibitions;
- Artists-in-residence programs; and
- Public programs such as educational workshops.

## **7.2 The Curator**

The curator is the primary role responsible for the development and management of the Central Coast Council Cultural Collections, including the Public Art Collection (see Central Coast Council Cultural Collections Policy). The Curator is also responsible for the analysis, review and interpretation of the Collections with an aim to present a balanced view of the history and culture of the community.

## **7.3 Other Institutions/Organisations**

Institutions and organisations such as Libraries Tasmania and the Department of Education are custodians of public art collections. The Council will actively create relationships with other institutions and organisations to share information and increase understanding and, where appropriate, collaborate.

## **7.4 Private Developments**

The private sector, particularly building owners and developers, are encouraged to contribute to public art in the Central Coast for the benefit of our community. The Council can assist with advice about regulations and best practice for engaging and working with artists to deliver a public art project.

## **7.5 Public Art Committee:**

The role of the Public Art Committee (PAC) includes:

- a) The identification and recommendation of public art within the municipality;
- b) To undertake the evaluation and assessment of all submissions, proposals, gifts, and donations; artist liaison and contracts;
- c) The ongoing observation and evaluation of public art assets; and
- d) The identification of public artworks suitable for deaccession.

The PAC will meet quarterly and be chaired by the Manager Arts and Culture. It will be made up of the Manager Asset Services and Hive Curator. Decisions will be made by consensus of these three roles. If consensus cannot be reached they will be escalated to the Director Community Services. Staff from Asset Services, Arts and

Culture, Community Development and Planning may be asked to provide input as appropriate.

The project management of the installation of new public art assets will be managed by the responsible officer identified in the development of specific projects.

## **7.6 The Artist**

The role and responsibilities of the artist need to be clearly defined during the development of specific projects. The roles will vary depending on whether the artist has made a direct submission to the Council or whether the artist was selected as part of an expression of interest process. A contract between the Council and the artist will detail each parties' responsibilities. The contract will be managed by the PAC.

The role of the artist may include any or all the following:

- a) Response to the project brief;
- b) Participation in community consultation;
- c) Liaison with engineers and/or design professionals such as architects and regarding the design and installation of the artwork;
- d) Provision of detailed risk management documentation;
- e) Management of fabrication and installation with subcontractors; and/or
- f) Development of a maintenance plan for the artwork and project evaluation.

## **8 POLICY STATEMENT**

The Council will encourage the creation of public art that expresses the objectives identified in the Central Coast Arts and Culture Strategy further increasing liveability for present and future residents, and enhancing the Central Coast's attractiveness as a visitor destination.

The Council will seek to encourage art in public space by:

- a) Providing guidance for the development and implementation of public art for the Central Coast;
- b) Ensuring public art commissions are integrated within wider placemaking initiatives and, where appropriate, within new developments;
- c) Engaging and supporting artists, creatives and community groups in the practice of public art; and
- d) Employ best practice standards in the management of the city's public art collection and support local and visitor audience engagement with public art assets.

## **9      *PRINCIPLES***

In addition to the Council's Organisational Values, the following principles will guide the development and management of artwork in public space in the Central Coast:

- a)      The Aboriginal heritage and history of the site is considered at the first stage of project conception and through to delivery;
- b)      The development of artworks reflects the cultural heritage and aspirations of the places, people and stories of the Central Coast;
- c)      The artwork is designed for some level of public interaction;
- d)      The artwork increases community awareness and appreciation of art;
- e)      The implementation process is inclusive and transparent to the public;
- f)      The artwork is accessible to all members of the community; and
- g)      The artwork contributes economic development and cultural tourism.

## **10     *PROCUREMENT OF PUBLIC ART***

Public Art can be procured and developed through numerous methods, including but not limited to:

- a)      The commissioning of new works by identifying potential public art opportunities;
- b)      Submissions or expressions of interest direct from artists;
- c)      Private sector and service club requests or contributions;
- d)      Donations and/or gifts; and
- e)      Sponsorships.

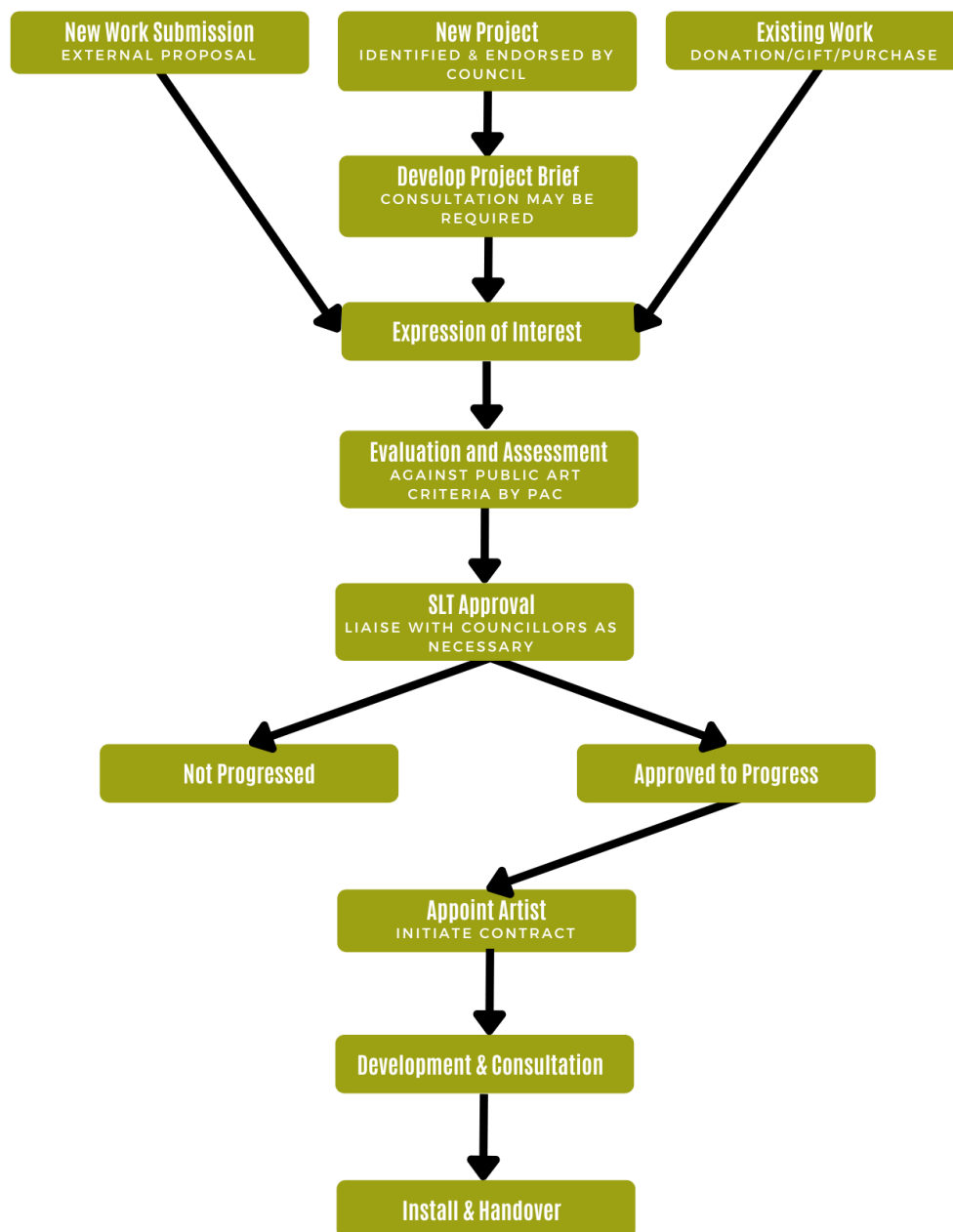
The Council may be offered donations or gifts by individuals or organisations wishing to make a cultural contribution to the Central Coast. Gifts and donations will be assessed under this policy for their appropriateness. The Council is not obligated to accept donations and gifts.

To commission new work, the Council can accept financial donations that are tax deductible, processed as within the requirements of the Deductible Gift Recipient status, maintained by the Central Coast Council.

## 11 PROCESS

The process of procuring public art assets will vary depending on the project initiation. Regardless of a project's initiation, the Council will undertake an equitable and transparent process.

The process will include the following steps:



## **12 CRITERIA**

All public art proposals, submissions, gifts and donations will adhere to the Council's objectives as outlined in the Council's Arts and Culture Strategy, and will be assessed against the following criteria:

- 1 The artist identifies as Tasmanian by either birth, or by having demonstrated a strong and ongoing association with Tasmania for no less than two years, or the artist can adequately demonstrate a strong connection to Tasmania, with the exception of proposals by artists of national or international significance.
- 2 The artist demonstrates a history in visual arts or design practice, or in the case of emerging artist status, possesses the realistic potential for establishing a career as a recognised visual arts practitioner. The Council reserves the right to endorse an emerging artist and request a mentor is appointed to oversee the project.
- 3 The proposal (concept or artwork):
  - a) Is of a high standard, supported by being considered a work of quality by peers in terms of design, technical and structural execution;
  - b) Is relevant to the location;
  - c) Does not require onerous maintenance;
  - d) Best meets the requirements outlined in the project brief and the Council's broader objectives (if project brief addressed);
  - e) Meets relevant building and safety standards;
  - f) Does not pose any long-term conservation concerns;
  - g) Meets the requirements of the project budget or available funds; and
  - h) Will be achieved in the required timeframe, or in a timely manner.
- 4 Has been assessed based on the guidelines outlined in this policy document.

If a proposal does not meet the criteria, it may still be recommended by the PAC, if it can be demonstrated that there would be significant value in acquiring a certain artwork due to the outstanding quality of the work, or the artwork has substantial cultural relevance. In this instance the PAC would be required to justify significant benefit to the Central Coast.

## **13 NEW PROJECT IDENTIFICATION AND DEVELOPMENT**

When a new public art project is identified (not a direct submission from an artist/representative, or gift/donation) a project brief is required that clearly defines the scope and aims of the project. The brief will address the Council's aims and objectives.

The brief will consider the following:

- a) Project motivations and desired outcomes;
- b) The influence of this policy and legislative requirements and any issues that may impact on the project;
- c) The project theme and parameters, project budget, site, project management issues, risk management issues, timeframes and planning and approval processes;
- d) Consultation with key stakeholders. If significant community consultation and engagement is required, the relevant process will be defined in the project brief; and
- e) Whether or not community consultation is required, and what role the artist will have in community consultation.

Consultation with key stakeholders will be undertaken in the development of the Project Brief and processes for ongoing community consultation and engagement will be clearly defined.

## **14 SELECTING AN ARTIST**

The commissioning or purchase of Public Art is subject to the Council's Code for Tenders and Contracts and the appropriate method of purchase will be determined by Section 5 of that Code. The Council will actively seek applications from local artists or designers in line with the Code for Tenders and Contracts Purchasing Principle 3.3 Enhancement of the capabilities of local business and industry.

Expressions of interest for Council-managed commissions will be publicly advertised, directing interested parties to a project brief, which may or may not include the requirement for the artist to submit a concept or maquette. Assessment of submissions will be coordinated by the responsible officer and assessed by the PAC.

Specialised staff, such as engineers, planners or environmental specialists may form part of the assessment phase, providing expert advice on submissions.

Selected artists may be provided the opportunity to develop their submission. This process will be overseen by the PAC.

Community consultation may be undertaken if the project is of significant public interest.

Once the preferred public artwork concept has been selected by the PAC, a recommendation for the preferred artist will be made to the Council. Once the preferred proponent has been endorsed by the Council, the successful artist will be offered a contract agreement.

## **15 IMPLEMENTATION**

The final stage of the commissioning process involves construction, project installation, completion, and handover. Fabrication of public art will be monitored by the responsible Officer.

The artist will be required to submit a maintenance plan as part of the contract.

## **16 ARTIST'S COPYRIGHT**

The *Copyright Act 1968* regulates copyright in Australia in relation to original literary, dramatic, musical and artistic works, and subject matter other than works.

## **17 MAINTENANCE AND RESTORATION**

The artist or their representative is required to provide the Council with a maintenance schedule to preserve the integrity of the work. For existing works, the PAC will attempt to devise a maintenance schedule.

If repairs are considered necessary, the PAC will undertake the necessary liaison with the artist or their representative to ensure any restoration work does not breach the agreement or moral rights of the artists.

## **18 COLLECTION MANAGEMENT**

Public art will be placed on the Council's Public Art Asset Register.

The Hive Curator will be responsible for the management and maintenance of the public art register.

## **19 RELOCATION OF PUBLIC ART**

It may be necessary for public art to be relocated, due to a publicly accessible space being impacted by development, risk of damage caused by activities in the proximity, sale of the property, or inappropriateness of location evolving over time.

The PAC will provide a recommendation to the Council, should the PAC consider public art would benefit from being relocated.

The Committee will undertake the necessary liaison with the artist or their representative to ensure the relocation or transport of art works does not breach the agreement or moral rights of the artists.

Relocation of public artwork is to be preference over decommission.



## **20     *SELECTION FOR DECOMMISSIONING PUBLIC ART***

Decommissioning refers to the removal of an artwork from a public collection, and in the case of public art, removal from public display and disposal.

The PAC will be responsible for reviewing public art assets and for proposing the decommissioning of artworks to the Council. The PAC will undertake a formal review of its public art assets every five years to assess the asset life.

The decision to decommission a public artwork will be informed by the asset's condition, likely ongoing maintenance and its relevance to its location or the municipality.

The PAC will be required to consult with individuals that may include the artist, legal advisor, conservator, curator, technical and structural experts who possess the relevant qualifications, prior to making a recommendation to the Council to decommission a public art asset.

Prior to proposing the decommission of an asset, the PAC will be responsible for reviewing the terms and conditions set out in any original agreement with the artist. Consideration will be given to the artist's rights in relation to the future of the work, including options for repairs to the work if this is the issue.

The PAC will consider options for the relocation or disposal of the asset, including the coordination of an appraisal of the value of the work.

The following checklist has been developed to assist the Council with determining the need to decommission public art works.

- 1        The condition of the work:
  - a)        It has deteriorated or been damaged to the extent that it can no longer be considered the original work of art.
  - b)        It is beyond restoration, or the cost of restoration is excessive in relation to the value of the work.
  - c)        The cost of ongoing maintenance is excessive.
- 2        Legal/risk and moral right considerations:
  - a)        The work has deteriorated and represents an unacceptable level of risk or danger to the public.
  - b)        The artist raises concerns regarding the work.
  - c)        Changes to the environment impact on the integrity of the work, affecting the artist's original intent or moral rights.
  - d)        The work of art has design faults, either on a material or workmanship basis.

- 3 Significant change in relevance:
- a) The work is no longer relevant to either the site, the Council's aims, goals and objectives, or relevant strategies.
  - b) The work is duplicated in the public art collection.

## **21 THE ACT OF DECOMMISSIONING A PUBLIC ARTWORK**

Assets identified and approved for disposal must remain in Council ownership for a minimum period of 12-months after the approval to deaccession has been approved by the Council. If the work poses significant public risk, or danger to the public, the Council must remove it from public access and place in storage. At the end of the 'cooling off' period, the PAC will determine which of the following methods is most appropriate for disposal and provide a recommendation to the Council:


- a) Return the object to the artist/donor, if artist/donor in agreement;
- b) Transfer the asset to another institution or municipality identified as being relevant to the work recommended for disposal;
- c) Sale by public auction or by tender, with any profits being held for the acquisition of public art; or
- d) Destruction – only to be carried out if the object has irreparable damage or the object poses a significant health and safety risk.

## **22 REVIEW**

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

Date of approval: 17 / 07 / 2023

Approved by:

  
Barry Omundson  
GENERAL MANAGER

**Central Coast Council**  
**List of Development Applications Determined**  
**Period from: 1 June 2023 to 30 June 2023**

221/2023 – 17.07.2023

Application Number Display	Address	DA Type	Proposed use	Application Date	Decision Date	Day determined	Cost Of Works
DA2022146 - 1	2 Lillian Court TURNERS BEACH,TAS,7315	Discretionary	Residential - dwelling and retaining walls	24/05/2023	6/06/2023	4	\$0.00
DA2022326	30 Short Street ULVERSTONE,TAS,7315	Permitted	Resource Processing - brewery with ancillary tastings and take-away cellar door sales	2/12/2022	28/06/2023	6	\$5,000.00
DA2023027	23 Quinn Street PENGUIN,TAS,7316	Discretionary	Residential - multiple dwellings x 2	15/02/2023	27/06/2023	28	\$350,000.00
DA2023031	84 South Road PENGUIN,TAS,7316	Discretionary	Subdivision - 3 residential lots	17/02/2023	13/06/2023	62	\$50,000.00
DA2023033	29 Jerling Street WEST ULVERSTONE,TAS,7315	Discretionary	Residential - Subdivision x 2 Lots and the construction of a dwelling on each lot	21/02/2023	16/06/2023	31	\$600,000.00
DA2023067	33 Daveys Road WEST PINE,TAS,7316	Discretionary	Visitor Accommodation - 2 x accommodation buildings (2 bedroom cottage and 4 bedroom cottage) and residential shed	22/03/2023	13/06/2023	56	\$300,000.00
DA2023079	15 Richard Place ULVERSTONE,TAS,7315	Discretionary	Residential - carport - Setbacks and building envelope for all dwellings	6/04/2023	27/06/2023	26	\$20,000.00
DA2023086 - 1	277 Cuprona Road HEYBRIDGE,TAS,7316	Minor amendment of a Permit.	Resource Development - farm shed and demolition of existing shed - Minor Amendment - stormwater disposal	18/05/2023	1/06/2023	9	\$50,000.00
DA2023087	7 Export Drive ULVERSTONE,TAS,7315	Permitted	Storage - contractors yard	14/04/2023	7/06/2023	2	\$60,000.00
DA2023095	565 Castra Road ABBOTSHAM,TAS,7315	Discretionary	Resource development - machinery shed	20/04/2023	1/06/2023	38	\$50,000.00
DA2023099	6 Fulton Street ULVERSTONE,TAS,7315	Discretionary	Business and Professional Services (change of use) - Speech Pathology and Allied Health disciplines	21/04/2023	13/06/2023	53	\$1,000.00
DA2023103	15 Southern Cross Drive ULVERSTONE,TAS,7315	Discretionary	Residential - multiple dwellings x 2 - Setbacks and building envelope for all dwellings and Reliance on C2.0 Parking and Sustainable Transport Code	24/04/2023	1/06/2023	28	\$500,000.00
DA2023104	1 Rawson Street ULVERSTONE,TAS,7315	Discretionary	Subdivision - 49 residential lots and demolition of outbuilding	26/04/2023	14/06/2023	24	\$500,000.00
DA2023105	277 Cuprona Road HEYBRIDGE,TAS,7316	Discretionary	Residential - demolition of the existing single dwelling and four outbuildings and construction of new single dwelling	26/04/2023	1/06/2023	29	\$2,800,000.00
DA2023112	382 Braddons Lookout Road FORTH,TAS,7310	Discretionary	Residential - single dwelling and retaining walls	4/05/2023	27/06/2023	43	\$500,000.00
DA2023116	11 Walker Street FORTH,TAS,7310	Discretionary	Residential - single dwelling	8/05/2023	2/06/2023	22	\$368,000.00
DA2023118	60 Harveys Road NORTH MOTTON,TAS,7315	Discretionary	Visitor Accommodation - 1 bedroom cottage and second access off Harveys Road	12/05/2023	7/06/2023	22	\$200,000.00
DA2023119	24 & 26 Main Road PENGUIN,TAS,7316	Discretionary	Residential - single dwelling and retaining walls- Setbacks and building envelope for all dwellings	12/05/2023	29/06/2023	45	\$200,000.00
DA2023124	44 Gunns Plains Road (CT119245/1 Gunns Plains Road) NORTH MOTTON,TAS,7315	Discretionary	Residential - building envelope for single dwelling, garage and carport	15/05/2023	20/06/2023	33	\$550,000.00

DA2023125	14 Moonbeam Place ULVERSTONE,TAS,7315	Permitted	Residential - multiple dwellings x 3	15/05/2023	1/06/2023	6	\$1,042,740.00
DA2023128	228 Ironcliffe Road PENGUIN,TAS,7316	Discretionary	Residential dwelling and shed	16/05/2023	14/06/2023	26	\$200,000.00
DA2023131	11 Main Road PENGUIN,TAS,7316	Discretionary	Residential - dwelling alterations and additions	17/05/2023	16/06/2023	24	\$80,000.00
DA2023134	47-51 Eastland Drive ULVERSTONE,TAS,7315	Discretionary	Visitor Accommodation - garage and carport	19/05/2023	20/06/2023	28	\$70,000.00
DA2023139	23 Bertha Street WEST ULVERSTONE,TAS,7315	Discretionary	Residential - carport and second access	25/05/2023	23/06/2023	25	\$7,000.00
DA2023147	389 & 393 Leith Road FORTH,TAS,7310	Permitted	Boundary Adjustment	1/06/2023	14/06/2023	9	\$15,000.00
DA2023156	18 Crawford Street ULVERSTONE,TAS,7315	Permitted	Educational and Occasional Care - 2 x shade sail additions	15/06/2023	20/06/2023	4	\$41,195.00
DA2023162	U 1/1 Tasma Parade WEST ULVERSTONE,TAS,7315	Permitted	Residential - sunroom addition to unit 1	19/06/2023	27/06/2023	5	\$40,000.00
DA2023163	1 Gollan Street ULVERSTONE,TAS,7315	Permitted	Residential - shipping container	19/06/2023	27/06/2023	4	\$1,500.00
DA2023165	179 Kimberleys Road ULVERSTONE,TAS,7315	Permitted	Residential - awning	20/06/2023	27/06/2023	5	\$17,981.00



## **SCHEDULE OF INFRASTRUCTURE SERVICES DETERMINATIONS**

Period: 1 June 2023 to 30 June 2023

### *Approval of Roadworks and Services*

Developer: Department of Education, Tasmania  
Location: 105, 125 & 145 Ironcliffe Road, Penguin  
Development: School pedestrian crossing  
Engineer: As nominated by 6tyo Pty Ltd

A handwritten signature in black ink, appearing to read 'P. Breaden', is positioned above the printed name and title.

Paul Breaden  
DIRECTOR INFRASTRUCTURE SERVICES

**BUILDING & PLUMBING – SCHEDULE OF STATUTORY DETERMINATIONS  
MADE UNDER DELEGATION**

Period: 1 June 2023 to 30 June 2023

**Building Permits and Certificates**

<b>Building Permits – Category 4</b>	<b>Number Issued</b>	<b>Cost of Works</b>
Additions / Alterations	0	
Demolition Permits	0	
New Dwellings	0	
Outbuildings	1	30,000
Units	0	
Other	0	
Permit of Substantial Compliance	2	28,500
<b>Notifiable Works – Category 3</b>	<b>Number Issued</b>	<b>Combined \$ Amount</b>
Additions / Alterations	1	290,000
Demolition Permits	0	
New Dwellings	3	1,703,000
Outbuildings	2	58,805
Units	0	
Other	2	68,600

**Plumbing Permits and Certificates**

<b>Plumbing Permits – Category 4</b>	<b>Number Issued</b>	<b>–</b>
Plumbing Permit	4	
<b>Notifiable Works – Category 3</b>		
Certificate of Likely Compliance	3	

**COMPLIANCE– SCHEDULE OF STATUTORY DETERMINATIONS  
MADE UNDER DELEGATION**

Period: 1 June 2023 to 30 June 2023

**Fire Abatements Notices**

<b>Fire Abatement Notices Issued</b>	<b>Property Cleared by Contractor</b>
0	0

**COMPLIANCE – SCHEDULE OF REGULATORY SERVICES STATUTORY RESPONSIBILITIES**

Period: 1 June 2023 to 30 June 2023

**Dogs Impounded by Central Coast Council**

Number of Dogs Impounded	Dogs Claimed	Dogs Surrendered
7	6	0

**Animal Licences, Offences, Permits**

Licence, Offence, Permits	Number Issued
Barking dog complaints	5
Declaration of dangerous dogs	0
Dog attacks on other dogs / cats	1
Dog attacks on persons	1
Dog attacks on livestock / wildlife	1
Kennel licences issued	0
Kennel licences renewed	0
Permits under <i>Animal Control By-law No.1 of 2018</i>	
Unregistered dogs located by Compliance	7
Wandering livestock	0

**Dog Infringement Notices Issued**

Off-lead in On-Lead Locations	Cautions Issued	Infringements Issued
Buttons Beach	0	0
Midway Beach	0	0
Penguin Beach	0	0
Turners Beach	0	0
<b>Other Public locations:</b>		
Penguin Beach foreshore	0	1
<b>Other Dog Offences:</b>		
Barking Dog	0	1

**COMPLIANCE – SCHEDULE OF REGULATORY SERVICES STATUTORY RESPONSIBILITIES**

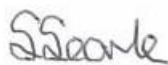
Period: 1 June 2023 to 30 June 2023

**Patrols of Free Camping Areas**

<b>Camping Area</b>	<b>Patrols Conducted</b>	<b>Cautions Issued</b>
Bannons Park	3	0
Battons Park	4	0
Forth Recreation Ground	15	4
Halls Point [Closed Area]	10	0
Nicholson Point	10	1
Penguin Surf Life Saving Precinct	10	0
Midway Point	10	0

**Traffic Infringement Notices for Parking Offences**

<b>Traffic Infringement Location</b>	<b>Number Issued</b>	<b>Percentage</b>
Alexandra Road	1	0.93%
Bannons Carpark	7	6.54%
Coles/Furner's Carpark	33	30.84%
Crescent Street, Ulverstone	0	–
King Edward Street, Ulverstone	6	5.60%
Main Road, Penguin	1	0.93%
North Reibey Street Carpark	49	45.80%
Reibey Street	5	4.70%
Victoria Street	4	3.73%
Wongi Lane	0	–
Others:		
Sulphur Creek Across Footpath	1	0.93%



Samantha Searle  
DIRECTOR CORPORATE SERVICES



# A SUMMARY OF RATES & FIRE SERVICE LEVIES FOR THE PERIOD ENDED 30 JUNE 2023

227/2023 – 17.07.2023

2021/2022			2022/2023		
	\$	%		\$	%
Rates paid in Advance	– 1,421,958.22	–8.46	– 1,580,982.35	–8.98	
Rates Receivable	156,569.91	0.93	150,283.54	0.85	
Rates Demanded	18,023,466.41	107.27	18,888,189.77	107.25	
Supplementary Rates	43,633.96	0.24	154,463.71	0.76	
	16,801,712.06	100.00	17,611,954.67	100.00	
Collected	16,459,797.78	97.97	17,301,575.87	98.24	
Add Pensioners – Government	997,258.67	5.94	1,058,112.75	6.01	
Pensioners – Council	36,855.00	0.22	37,310.00	0.21	
	17,493,911.45	104.12	18,396,998.62	104.46	
Discount Allowed	738,499.42	4.40	767,657.29	4.36	
Paid in advance	– 1,580,982.35	–9.41	– 1,737,570.14	–9.87	
Outstanding	150,283.54	0.89	184,868.90	1.05	
	16,801,712.06	100.00	17,611,954.67	100.00	

Andrea O'Rourke  
ASSISTANT ACCOUNTANT  
4-Jul-2023



Page 1 of 4

						July	August	September	October	November	December	January	February	March	April	May	June
Project Name		Budget	Expenditure	Construction													
				Progress													
	Gawler River - Preston Road	\$ 1,235,000	\$ 1,275,910.90	100%													
	Laurel Creek - Loyetea Road	\$ 330,000	\$ 336,881.35	80%													
	Leven River Bridge - delineation	\$ 30,000	\$ 1,596.67														
Upgrade																	
	Leven River Bridge - flags	\$ -	\$ -														
	Leven River Bridge - lighting	\$ 40,000	\$ -	60%													
Car Parks																	
Upgrade																	
	Electric vehicle charging (subject to external funding)	\$ 15,000	\$ 9,966.73														
	North Reibey Street - design	\$ 10,000	\$ -	70%													
Drainage																	
Renewal																	
	Side entry pits and manhole lids	\$ 30,000	\$ -	100%													
Upgrade																	
	Bertha Street - outfall	\$ 120,000	\$ -														
	Esplanade, Turners Beach (OC Ling)	\$ 20,000	\$ -	100%													
	Fenton Street	\$ 40,000	\$ -	100%													
	Mason Street	\$ 40,000	\$ 54,545.45	100%													
	Miscellaneous drainage	\$ 20,000	\$ 30,722.55	100%													
	Sice Avenue - outfall	\$ 10,000	\$ -														
	Victoria Street - outfall	\$ 80,000	\$ 11,156.17	10%													
WASTE MANAGEMENT																	
Household Garbage																	
Renewal																	
	Resource Recovery Centre - wetlands/weighbridge	\$ 270,000	\$ -														
Upgrade																	
	Country Transfer Station - audit outcomes	\$ 15,000	\$ 24,677.35	100%													
	Country Transfer Station - recycling	\$ 30,000	\$ 14,552.60	100%													
	Public area bin upgrade (Year 1 of 2)	\$ 90,000	\$ 88,286.60	100%													
	Resource Recovery Centre - security upgrade	\$ 25,000	\$ 20,592.70	100%													
	Resource Recovery Centre - signage	\$ 5,000	\$ 3,844.76	100%													
	Resource Recovery Centre - site development	\$ 20,000	\$ 5,939.92	100%													
New																	
	Waste Levy compliance and site design (Grant)	\$ 80,000	\$ 76,066.15	95%													
PARKS & AMENITIES																	
Parks																	
Renewal																	
	Beach access upgrades	\$ 40,000	\$ 4,176.74	10%													
	Beach Road - coastline expansion	\$ 10,000	\$ 273.91														
	Fairway Park - Master Plan	\$ 20,000	\$ -														
	Hall Point - rehabilitation	\$ 2,000	\$ 6,649.35	100%													
	Hiscutt Park - wall repair	\$ 40,000	\$ -														
	Leven River Foreshore - Reid Street Reserve wildlife	\$ 2,000	\$ -														
	Parks asset renewals	\$ 40,000	\$ 40,071.27	100%													
	Perry-Ling Gardens	\$ 165,000	\$ 114,065.13	100%													
	Playground renewals	\$ 60,000	\$ 40,218.79	100%													
Upgrade																	
	Penguin Foreshore - playground and landscape (LRCI 1)	\$ 389,000	\$ 46,131.75														
	Penguin Foreshore - shared pathway (LRCI 3)	\$ 130,000	\$ 551.00														
	Watcombe Beach - pedestrian rail crossing (LRCI 3)	\$ 500,000	\$ 355,129.00	100%													
New																	
	Beach Road Shared Pathway (LRCI 2)	\$ 25,000	\$ 21,336.72	100%													
	Country park track upgrades	\$ 10,000	\$ 12,810.98	100%													
	Fishpond - coastal restoration	\$ -	\$ 50.00	100%													
	Greening Central Coast Strategy	\$ 30,000	\$ -	100%													
	Johnsons Beach - bbq and hut	\$ 30,000	\$ 59,977.77	100%													
	Lethborg Avenue - boundary encroachment restoration	\$ 30,000	\$ -														
	Park signage upgrade	\$ 10,000	\$ 492.00	100%													
	Natural Resource Management Strategy - development	\$ 30,000	\$ 13,410.00	100%													
	Public showers - State Government Grant	\$ 35,000	\$ 27,968.15	100%													
Public Amenities																	
Upgrade																	
	Drinking water stations	\$ 10,000	\$ -	100%													
	Public toilets - refurbishments	\$ 20,000	\$ 10,477.11	100%													
New																	
	Additional security cameras	\$ 4,000	\$ -														
	Montgomery Road - new eco toilet block (subject to funding)	\$ 431,000	\$ -														
Cemeteries																	
Renewal																	
	Cemetery renewals	\$ -	\$ -														
New																	
	Memorial Park - ash garden	\$ 10,000	\$ 9,871.45	100%													
	Memorial Park - grave location system	\$ 10,000	\$ -														
	Memorial Park - Master Plan	\$ 5,000	\$ -														
	Memorial Park - plinths	\$ 15,000	\$ 8,071.46	100%													
	Memorial Park - seating	\$ 5,000	\$ -	100%													
	Memorial Park - watering system	\$ 6,000	\$ 6,293.11	100%													
	Memorial Park - water storage tank and irrigation	\$ 60,000	\$ 83,945.43	100%													
CORPORATE SERVICES																	
CORPORATE ADMINISTRATION																	
Administration Centre																	
Renewal																	

Project Name		Budget	Expenditure	Construction	July	August	September	October	November	December	January	February	March	April	May	June
				Progress												
	Administration Centre - carpet replacement	\$ 16,000	\$ 16,294.82	100%												
	Administration Centre - guttering replacement	\$ 14,000	\$ 12,075.00	100%												
	Office furniture upgrade - ergonomic desks	\$ 20,000	\$ 8,175.86	100%												
	Administration Centre - painting	\$ 10,000	\$ 1,237.00	100%												
	Administration Centre - refurbishment	\$ -	\$ 5,672.74	100%												
	Administration Centre - lighting	\$ 6,000	\$ 5,958.00	100%												
	Upgrade															
	Administration Centre - heat pumps	\$ 10,000	\$ 9,276.50	100%												
	Administration Centre - switchboard and wiring up	\$ 25,000	\$ 22,389.48	100%												
	COMMUNITY SERVICES & FACILITIES															
	Caravan Parks															
	Renewal															
	Ulverstone Caravan Park - painting program	\$ 10,000	\$ -													
	Upgrade															
	Ulverstone Caravan Park - electrical upgrade - Stage 1	\$ 10,000	\$ -													
	New															
	Ulverstone Caravan Park - amenities	\$ 142,000	\$ -													
	REGULATORY SERVICES															
	COMPLIANCE															
	Animal and Parking Control															
	New															
	Dog Park facilities	\$ 5,000	\$ -	100%												
	COMMUNITY SERVICES															
	CHILDREN'S SERVICES															
	Child Care															
	Renewal															
	Penguin Play Centre - internal painting	\$ -	\$ -													
	Ulverstone Child Care - internal/external painting	\$ 13,000	\$ -	100%												
	Upgrade															
	Ulverstone Child Care - guttering	\$ -	\$ -	100%												
	Ulverstone Child Care - refurbishment	\$ 15,000	\$ -	100%												
	COMMUNITY DEVELOPMENT															
	Cultural Activities															
	Renewal															
	Festive decorations	\$ 10,000	\$ 10,000.00	100%												
	Ulverstone Band - purchase instruments	\$ 55,000	\$ 7,425.45	100%												
	New															
	Local History Building refurbishment (LRCI 3)	\$ 98,000	\$ -													
	Maskells Road Precinct - redevelopment	\$ 250,000	\$ 4,641.27	5%												
	Reibey Street - curation (fire pots etc.)	\$ -	\$ -													
	Cultural Amenities															
	Renewal															
	Wharf building - tables and chairs	\$ 20,000	\$ 20,725.00	100%												
	Civic Centre - Gawler Room plaster/paint															
	Upgrade															
	Civic Centre - lock/entry control system	\$ 8,500	\$ -	100%												
	Montgomery Room - lock/entry control system	\$ 1,500	\$ -	100%												
	Wharf building - lock/entry control system	\$ 8,000	\$ -	100%												
	New															
	Ulverstone Wharf Precinct - reclad southern end ramp	\$ -	\$ 248.94	100%												
	Housing															
	Renewal															
	Aged Persons Home Units - electrical replacement	\$ 20,000	\$ 9,065.94	100%												
	Aged Persons Home Units - external rehabilitation	\$ 63,000	\$ 40,518.37	100%												
	Aged Persons Home Units - fencing/surrounds	\$ 10,000	\$ 10,141.59	100%												
	Aged Persons Home Units - HWC renewal	\$ 20,000	\$ 3,937.00	100%												
	Aged Persons Home Units - internal rehabilitation	\$ 40,000	\$ 23,639.66	100%												
	Ganesway - internal rehabilitation	\$ 20,000	\$ 15,955.72	100%												
	COMMUNITY SERVICES & FACILITIES															
	Public Halls and Buildings															
	Renewal															
	Forth Hall - external refurbishment	\$ 5,000	\$ 400.15	100%												
	Riana Community Centre - amenities refurbishment	\$ 340,000	\$ 347,310.94	100%												
	Upgrade															
	Penguin Surf Life Saving Club - amenities	\$ 20,000	\$ -													
	New															
	Riana Community Centre - security system	\$ 15,000	\$ 15,243.20	100%												
	RECREATION FACILITIES															
	Active Recreation															
	Renewal															
	Cricknet wicket renewals program	\$ 10,000	\$ -	100%												
	Forth Recreation Ground - lighting - Stage 2	\$ 40,000	\$ 15,260.00	20%												
	Heybridge Recreation Ground - electrical safety	\$ -		100%												
	Penguin Athletic Track - line remarking	\$ 60,000	\$ 2,529.00													
	Recreation ground water connections	\$ 40,000	\$ -													
	Trade Waste compliance	\$ 10,000	\$ -													
	Upgrade															
	Batten Park - Upgrade Fencing	\$ 26,000	\$ 25,664.45	100%												
	Penguin Chopping Arena - toilets and amenities	\$ 80,000	\$ 21,495.00	20%												

Project Name				Budget	Expenditure	Construction																								
						Progress																								
●●●●	Penguin Miniature Railway - track upgrade	\$	23,000	\$	-																									
	Recreation grounds - lighting upgrades	\$	25,000	\$	-																									
	Ulverstone Recreation Ground - fencing upgrade	\$	15,000	\$	15,242.36	100%																								
	Ulverstone Showground Precinct - changerooms and showers	\$	499,000	\$	450.00																									
●●●●●●●	New																													
	Batten Park - fire abatement	\$	10,000	\$	-	100%																								
	Dial Park - additional water tank	\$	35,000	\$	18,751.67	10%																								
	Dial Park - cricket nets security gates	\$	10,000	\$	4,416.30	100%																								
●●●●●●●●	Dial Park - solar energy	\$	50,000	\$	-	100%																								
	Dial Regional Sports car park and o'flow, disabled access	\$	20,000	\$	25,716.48	100%																								
	Heybridge Recreation Ground Clubrooms (insurance and tendering)	\$	1,113,000	\$	27,313.85	5%																								
	Tendering																													
●●●●●●●●●	Tender Assessment																													
	Draft Design																													
	Community Consultation																													
	Final Design																													
●●●●●●●●●●	Crown Approval																													
	Construction Tendering																													
	Development Approval																													
	Building Surveyor																													
●●●●●●●●●●●	Building & Plumbing Approvals																													
	Construction																													
	Ulverstone Showground - Social Room - heating and lighting	\$	15,000	\$	11,524.73	100%																								
●●●●●●●●●●●●	Recreation Centres																													
	Renewal																													
	Penguin Sports Centre - window replacement and external refurbishment	\$	15,000	\$	15,818.38	100%																								
	Penguin Sports Centre - plant and equipment renewal	\$	5,000	\$	-																									
●●●●●●●●●●●●●	Ulverstone Sports & Leisure Centre -amenities and office area roof replacement	\$	35,000	\$	-	100%																								
	Upgrade																													
	Ulverstone Sports & Leisure Centre - electronic bar	\$	100,000	\$	-																									
●●●●●●●●●●●●●●	Penguin Sports Centre - seating and stair compliance	\$	10,000	\$	1,755.00	100%																								
	Ulverstone Sports & Leisure Centre - lighting upgrade	\$	30,000	\$	18,061.50	100%																								
	Ulverstone Sports & Leisure Centre - upgrade kitchen	\$	20,000	\$	689.73																									
●●●●●●●●●●●●●●●	New																													
	Ulverstone Sports & Leisure Centre - community rooms	\$	24,000	\$	60,225.23	100%																								
	Ulverstone Showground Social Room - heating and lighting	\$	15,000	\$	11,524.73	100%																								
●●●●●●●●●●●●●●●●	Swimming Pool and Waterslide																													
	Renewal																													
	Waterslide - surface repairs	\$	67,000	\$	78,874.75	100%																								
●●●●●●●●●●●●●●●●●	ARTS & CULTURE																													
	Arts, Culture and Visitor Services																													
	Upgrade																													
	Penguin Visitor Centre - new reception/joinery	\$	38,000	\$	42,288.94	100%																								
●●●●●●●●●●●●●●●●●●	HIVE - Equipment to support room hire	\$	10,000	\$	-																									
	HIVE - offices & circulation spaces	\$	15,000	\$	-																									
	HIVE - Outdoor furniture - café & main entrance	\$	20,000	\$	24,204.07	100%																								
	HIVE - Reiby Street wall art	\$	10,000	\$	-																									
●●●●●●●●●●●●●●●●●●●	Hive - Signage	\$	15,000	\$	17,688.07	100%																								