

Notice of Ordinary Council Meeting and

Agenda

18 MARCH 2024

To all Councillors

NOTICE OF MEETING

In accordance with the *Local Government (Meeting Procedures) Regulations 2015*, notice is given of the next ordinary meeting of the Central Coast Council which will be held in the Dial Park Function Centre, 11 Sports Complex Avenue, Penguin on 18 March 2024. The meeting will commence at 6.00pm.

An agenda and associated reports and documents are appended hereto.

A notice of meeting was published in The Advocate newspaper, a daily newspaper circulating in the municipal area, on 6 January 2024.

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

Dated at Ulverstone this 13th day of March 2024.

This notice of meeting and the agenda is given pursuant to delegation for and on behalf of the Chief Executive Officer.



Ian Brunt
EXECUTIVE SERVICES OFFICER

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

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

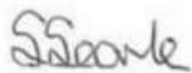
QUALIFIED PERSON'S ADVICE

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

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

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

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



Samantha Searle
ACTING CHIEF EXECUTIVE OFFICER

AGENDA

COUNCILLOR ATTENDANCE

COUNCILLOR APOLOGIES

EMPLOYEE ATTENDANCE

GUEST(S) OF THE COUNCIL

MEDIA ATTENDANCE

PUBLIC ATTENDANCE

LEGISLATIVE TERMINOLOGY – GENERAL MANAGER

At the Central Coast Council, the title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993*; and carries the same meaning for the purposes of the *Local Government Act 1993* and all other legislation administered by or concerning the Council.

DIGITAL RECORDING OF COUNCIL MEETINGS

At the commencement of the meeting, the Mayor is to notify 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).

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.

BUSINESS

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1 CONFIRMATION OF MINUTES OF THE COUNCIL

1.1 Confirmation of minutes

The Executive Services Officer reports as follows:

“The minutes of the ordinary meeting of the Council held on 19 February 2024 have already been circulated. The minutes are required to be confirmed for their accuracy.

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

A suggested resolution is submitted for consideration.”

- “That the minutes of the ordinary meeting of the Council held on 19 February 2024 be confirmed.”
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2 MAYOR’S COMMUNICATIONS

2.1 Mayor’s communications

The Mayor to report:

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2.2 Mayor’s diary

The Mayor reports as follows:

- “I have attended the following events and functions on behalf of the Council:
- . Rural Waste Management Consultative Group meeting;
 - . Devonport Repertory Society production of Clue;
 - . RSL Women’s Auxiliary Annual Conference;
 - . Harvest Moon site visit;

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- . Ulverstone Fire Station visit;
 - . Therapy Hub grand opening;
 - . Combined Service Clubs Dinner;
 - . Kathleen Bentley Art Exhibition;
 - . Camp Clayton site visit;
 - . Reclaiming Our Power – Grace Tame, International Women’s Day event;
 - . Football Clubs roundtable;
 - . Dulverton Waste Management tour;
 - . International Women’s Day Breakfast;
 - . Penguin Lions Club International Women’s Day event;
 - . Songkran Celebration to Thai New Year – Penguin;
 - . Mayors’ and Deputy Mayors’ Local Government Association of Tasmania (LGAT) Workshop;
 - . Mayors’ & Deputy Mayors’ LGAT Dinner;
 - . LGAT General Meeting;
 - . LGAT General Management Committee Meeting; and
 - . State Grants Commission 2024 Hearings.”

The Deputy Mayor reports as follows:

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

- . Mayors’ and Deputy Mayors’ LGAT Workshop;
- . Mayors’ & Deputy Mayors’ LGAT Dinner;
- . Ulverstone Fire Station visit; and
- . LGAT Finance and Asset Management Training.”

Cr Lehmann reports as follows:

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

- . Ulverstone Fire Station visit;
- . Participated in the Take a Minute campaign and meeting;
- . Camp Clayton site tour; and
- . Songkran Thai New Year celebrations.”

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

- “That the Mayor’s, Deputy Mayor’s and Councillor’s reports be received.”
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2.3 Declarations of interest

The Mayor reports as follows:

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

The Executive Services Officer reports as follows:

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

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

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

3 COUNCILLOR REPORTS

3.1 Councillor reports

The Executive Services Officer reports as follows:

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

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

4 APPLICATIONS FOR LEAVE OF ABSENCE

4.1 Leave of absence

The Executive Services Officer reports as follows:

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

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

There are no applications for consideration at this meeting.”

5 DEPUTATIONS

5.1 Deputations

The Executive Services Officer reports as follows:

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

6 PETITIONS

6.1 Petitions

The Executive Services Officer reports as follows:

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

7 COUNCILLORS' QUESTIONS

7.1 Councillors' questions without notice

The Executive Services Officer reports as follows:

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

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

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

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

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

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

7.2 Councillors' questions on notice

The Executive Services Officer reports as follows:

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

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

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

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

No questions on notice have been received.”

8 PUBLIC QUESTION TIME

8.1 Public question time

The Mayor reports as follows:

“At 6.40 pm 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 the 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."

8.2 Public questions taken on notice

The Executive Services Officer reports as follows:

"At the 19 February 2024 ordinary Council meeting, Mr Kevin Abood and Mr Boris Ludwig asked questions without notice, which were taken on notice by the Mayor.

These questions and the Council's responses to them are provided below for the purpose of record.

Mr Kevin Abood – Ulverstone

Question 1 (written copy provided):

'Dear Mayor and Councillors

My questions here tonight at the Central Coast Council general meeting 19th February 2024 and relate to possible mergers/amalgamations.

With the following mayor's and council comments from the linked Sean Ford Advocate article of the 5th August 2023 relating to the Local Government Review process on council mergers/amalgamations with neighbouring councils including Devonport, Latrobe and Kentish.

"We do not believe the residents of Central Coast would benefit by any significant boundary adjustments, but the current council unanimously agree we would benefit from shared service arrangements," it said.

It said responsible council directors agreed no amount of boundary adjustment or amalgamation would deal with the core issue of recruitment.

As a small business and property owner in the Central Coast municipality I am happy the council is questioning mergers/amalgamations though there are concerns with Devonport through media articles etc having a stance to still amalgamate with Central Coast and other neighbouring councils?

This now leads to the following questions which relate to the knowledge of this process and the homework the council has completed.

Can the Council please provide the community the estimated costs regarding any future merger/amalgamation that have been established for the Central Coast Council and community, including what the estimated costs are for the proposed merged/amalgamation for the councils of Devonport, Latrobe and Kentish if this merger/amalgamation takes place in final LG Review Board Recommendations?'

Response from the Chief Executive Officer:

'The Council considered these core strategic issues at every stage of the Future of Local Government Review (the Review) – engaging with each of the Review's Options Papers through Councillor and staff workshops, senior management discussions and the Local Government Board's in-person and online engagement meetings; and preparing and making multiple submissions accordingly. The Council reached its current position on boundary adjustments and amalgamations through its knowledge of the local government sector and careful consideration of its community's best interests, Council's financial position, required service levels and staff structure.

As noted in your question, Central Coast does not support amalgamation with any neighbouring councils. With our current rate base and staff structure, we believe we are already of an appropriate size and diversity to fully service our community. We do not believe the residents of Central Coast would benefit from any significant boundary adjustments.

The Council strongly believes that if this situation were to change and any boundary adjustments were to be considered in the future, this would be best addressed at the local government level and not mandated or initiated by the state.

The Review's Final Report contains 37 recommendations from the Local Government Board (the Board). The only recommendation (no. 4) proposing specific amalgamations applies solely to those councils that have already indicated an interest in such arrangements. Central Coast is not one of these councils.

Given the Council's firm position on amalgamations and significant boundary adjustments and that the Board is not recommending any amalgamations or boundary adjustments for Central Coast, the resources required to undertake an investigation of the estimated costs of a range of hypothetical amalgamation arrangements across four councils, cannot be justified.

I have attached Central Coast's submission to the Future of Local Government Review Final Report for your information.'

Question 2 (written copy provided):

'With there being 508 mainland councils and the intensive research the Central Coast Council has completed through the knowledge and homework completed in forming your decision to oppose merger/amalgamation with the neighbouring councils of Devonport, Latrobe and Kentish.

Can the council and councillors please provide the community with five (5) examples of where successful and 5 unsuccessful council amalgamations from mainland Australia have occurred including costs versus benefits modelling or analysis based on the following criteria where:

- . Councils are financially more stable and fiscally sustainable with incurred examples of lower rates and costed efficiencies.
- . Council infrastructure has been improved to outlying suburbs and communities including to regional councils.
- . Council community services have improved to outlying suburbs and communities including to regional councils.
- . Individual Councillors "Voice" and input has improved regarding all decisions made by amalgamated councils.
- . Community "Voice" and input has been enhanced in the decision making of the council.
- . Community "Voice" and input into local planning decisions has been improved?'

Response from the Chief Executive Officer:

'There are certainly many examples of both successful and unsuccessful council amalgamations across Australia and internationally. The reasons for this variance in success are multi-factorial and complex.

The Council considered these core strategic issues at every stage of the Future of Local Government Review (the Review) – engaging with each of the Review's

Options Papers through Councillor and staff workshops, senior management discussions and the Local Government Board's in-person and online engagement meetings; and preparing and making multiple submissions accordingly. The Council reached its current position on boundary adjustments and amalgamations through its knowledge of the local government sector and careful consideration of its community's best interests, the Council's financial position, required service levels and staff structure.

The Central Coast Council does not support amalgamation with any neighbouring councils. With our current rate base and staff structure, we believe we are already of an appropriate size and diversity to fully service our community. We do not believe the residents of Central Coast would benefit from any significant boundary adjustments.

To further answer your question, the Review commenced in January 2022, with the Final Report provided to the Minister for Local Government, Hon. Nic Street MP in late 2023. The Government is still to respond to the recommendations.

The Local Government Board (the Board) was tasked with undertaking the review and provided significant State resources to undertake extensive research and consult with the community, local government sector, key stakeholders and specialists such as the University of Tasmania.

Given that the Board has published an extensive range of research papers, options papers, and in-depth reports over the past two years, I recommend that you engage with this material – particularly the research papers – as they are directly relevant to your questions.

I have attached Central Coast's submission to the Review's Final Report for your information and provided a link to the Board's Review publications.'

Mr Boris Ludwig – Gunns Plains

Question (written copy provided):

'As the Central Coast Council has a number of registered business names, Australian Business Numbers (ABN's) Australian Company Numbers (ACN's) trusts along with agreements with Non-Government Organizations and resource sharing agreements with other councils.

Can councillors please provide in the "best interests of the community" all the above business names, that includes all ABN's, all companies and their ACN's and all trusts registered and/or operating under the Central Coast Council or any affiliates along with, all Resource Sharing arrangements, including any

public/private partnerships, agreements with NGO's, trusts or foundations and other councils that includes "all" signatories to business names, ABN's, ACN Company Board Members and NGO's both executive and non-executive directors, including all company and council constitutions, not exhaustive as of 19th February 2024?

In the "best interests of the community", whom one presumes are the shareholders of these companies?"

Response from the Chief Executive Officer:

'As a public authority, the Central Coast Council is subject to extensive statutory financial reporting requirements and oversight by multiple statutory and independent bodies.

Council fully supports and complies with these requirements and bodies to deliver a high level of transparency and accountability in its financial management practices.

The Office of Local Government states the following regarding councils' financial accountability:

"Councils are accountable to their communities for their performance. There is a strong relationship between the financial and non-financial roles and responsibilities of a council. The financial performance of a council is dependent on the integration of good financial management practices, sound governance and operational processes.

To help stay accountable, councils monitor their performance against the goals set out in the plan, using monitoring and evaluation tools such as their annual reports."

The Council's annual reports include financial and strategic reports that provide details about its financial position and performance and are independently audited.

In addition to producing its annual report each year, the Council must also develop, maintain and make available to the public the following plans:

- strategic plan;
- annual plan;
- long-term financial plan;
- financial management strategy;
- long-term strategic asset management plan for each major asset class;
- asset management policy;

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- asset management strategy; and
 - rates and charges policy.

The Council is required to establish and support an audit panel that includes independent members. The Central Coast Audit Panel reviews and assesses the Council's financial and governance activities throughout each year, and its non-confidential meeting minutes are made available to the public.

Each year, the Auditor-General also conducts an audit of the Council's financial statements. Reports with findings and recommendations on areas for improvement are then provided to the Council. A summary report of key findings and recommendations is provided to the Tasmanian Parliament each year, and the Council also publicly receives and responds to the report through its Council meetings.

Finally, as a Tasmanian public authority the Council is also subject to Right to Information requests, formal complaints and investigations, which can be enforced by Ombudsman Tasmania and the Office of Local Government.

A link to the Council's most recent annual report is provided – Annual Report 2022–2023. Other reports, plans and strategies are publicly available on the Council's website.'

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

- "That the Officer's report be received."
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9 DEPARTMENTAL BUSINESS

OFFICE OF THE CEO AND MAYOR

9.1 Chief Executive Officer's Report

The Chief Executive Officer reports as follows:

"PURPOSE

The purpose of this monthly report is to provide Councillors and the community with an update on Council management and strategic matters.

The report covers the period to the preceding Council meeting (20 February 2024 to 18 March 2024) and includes certain statutory reporting requirements under the *Local Government Act 1993*.

OUR PLACE – OUR FUTURE: FIRST STEPS

The progression of the Council's current term plan is reported in detail to Councillors at monthly workshops. A snapshot of the overall performance of the organisation in progressing the actions that support its strategic vision for Central Coast is presented in the dashboard below. The data are drawn from actions due for completion in the year 2023–24.



ROADMAP TO ORGANISATIONAL EXCELLENCE

Implementation of the various approved recommendations has commenced. Planning is underway with a few movements to date, in regard to individual physical work environment. It is anticipated these first stage arrangements to be completed this financial year and accommodated within existing budgets.

CULTURE DEVELOPMENT PLAN

Multiple workshops for all staff have and continue to be undertaken, providing a platform for understanding of culture and how we are to apply our organisational behaviours in line with our new organisational values. Feedback to date has been overwhelmingly positive, however we are but at the start of our cultural journey and as we unwind some of the poorer practices of the past there is likely to be some resistance to change, which is perfectly normal and manageable.

COMMON SEAL

The Council has delegated the use of its common seal to the Chief Executive Officer and Director Community, Growth and Development (Minute Ref. 317/2023 – 11.12.2023). A condition of this delegation is that all use of the common seal is to be reported to the Council at its next ordinary meeting.

A schedule of documents that have been affixed with the common seal for the period 20 February 2024 to 18 March 2024 is appended to this report.

CONTRACTS AND AGREEMENTS

A schedule of contracts and agreements signed by the Chief Executive Officer (other than those affixed with the common seal) for the period 20 February 2024 to 18 March 2024 is appended to this report.

CORRESPONDENCE ADDRESSED TO THE MAYOR AND COUNCILLORS

A schedule of correspondence addressed to the Mayor and Councillors for the period 20 February 2024 to 18 March 2024 is appended to this report.

COUNCIL WORKSHOPS

The following council workshops have been held for the period 20 February 2024 to 18 March 2024:

- 26 February 2024 – Fairway Park Masterplan; Central Coast Heritage Study; Tasmanian Planning Scheme – Scenic Protections; natural burials – Penguin Organic Garden; camping update.
- 4 March 2024 – Open Space and Recreation Plan; Financial Management Strategy; Rates and Charges Policy; Cradle Coast Authority Representatives Meeting Agenda; service review.

This information is provided for the purpose of record only.

MINUTES AND NOTES OF COMMITTEES OF THE COUNCIL AND OTHER ORGANISATIONS

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 Community Shed Management Committee – meeting held 5 February 2024; and
- Central Coast Community Safety Partnership Committee – meeting held 7 February 2024.

Copies of the minutes and notes are appended to this report.”

The Executive Services Officer reports as follows:

“Copies of the schedules, minutes and notes having been circulated to all Councillors, and statutory information provided for the purpose of record, a suggested resolution is submitted for consideration.”

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

COMMUNITY, GROWTH AND DEVELOPMENT

9.2 Development application determinations

The Director Community, Growth and Development reports as follows:

“A Schedule of Development Application Determinations made during the month of February 2024 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reports as follows:

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

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

The Acting Chief Executive Officer reports as follows:

“A Schedule of Statutory Determinations made during the month of February 2024 is submitted to the Council for information. The information is reported in accordance with approved delegations and responsibilities.”

The Executive Services Officer reports as follows:

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

- “That the Schedule of Statutory Determinations (a copy being appended to and forming part of the minutes) be received.”
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9.4 Community Safety Partnership Committee – Terms of Reference (326/2003 – 01.09.2003)

The Director Community, Growth and Development reports as follows:

“PURPOSE

To allow the Council to consider the revised Terms of Reference for the Community Safety Partnership Committee, dated March 2024, for adoption.

A copy of the revised Terms of Reference is appended to this report.

BACKGROUND

The Community Safety Partnership Committee (the Committee) was established by Council in 2003 in response to anti-social behaviour that was occurring at the time.

The original Committee comprised of local Police, the General Manager, Council staff, representatives from local businesses, young people, and was chaired by the Mayor.

Over time, the membership of the Committee has evolved based on identified needs and as issues have arisen. The membership of the Committee currently consists of the following representatives:

- . Mayor;
- . Councillor;
- . Director Community, Growth & Development;
- . Community Wellbeing Officer;
- . Tasmania Police;
- . Ulverstone Neighbourhood House;
- . Department for Education, Children and Young People;
- . Housing Choices Tasmania;
- . Department of Health;
- . Central Coast Chamber of Commerce and Industry; and
- . Two community representatives.

Over the 21 years, the Committee has delivered a range of projects and participated in initiatives to contribute towards improving the safety of the Central Coast. Initiatives have included a youth video competition to address anti-social behaviour and distribution to residents a fridge magnet containing emergency contact information. The Committee is currently involved in the Red Bench Project, which seeks to raise awareness of domestic violence.

At its meeting on 23 August 2023, the Committee discussed its future and relevancy. The members were unanimous in their support for the Committee to continue, citing the opportunity to discuss safety matters and how their organisation can contribute and to have a greater awareness of local safety matters. At the end of the discussion, it was concluded that the Terms of Reference for the Committee be reviewed to ensure it aligns with the objectives of the Committee.

DISCUSSION

Council has the power to establish committees and determine their functions pursuant to section 24 of the *Local Government Act 1993*. Adopting the revised Terms of Reference is in accordance with the Act.

It is proposed that one additional community representative be appointed to the Committee. The purpose of this is to create broader representation, with the three community representatives appointed based on achieving diversity of age, gender, geographic representation, and other factors as determined by the Council. Community representatives are appointed by a resolution of Council after nominations are sought via a public expression of interest process.

CONSULTATION

The Community Safety Partnership Committee discussed a revised Terms of Reference at its meetings on 6 December 2023. After those discussions, amendments were made in the following areas:

- . Meeting frequency changed to quarterly;
- . Additional community representative positions created;
- . The term of the committee aligned to the four-year term of elected members;
- . Meetings to be conducted in accordance with the *Local Government (Meeting Procedure) Regulations*.

RESOURCE, FINANCIAL AND RISK IMPACTS

The Community Safety Partnership Committee provides advice to the Council on community safety matters. Any initiatives or projects arising from the Committee are undertaken within the annual budget and existing staff resources.

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

- . Community capacity building

CONCLUSION

The Community Safety Partnership Committee is an important committee as it provides a forum for a broad cross-section of the community to come together and discuss safety matters that impact residents of the Central Coast. The revised Terms of Reference will enable this to continue.

It is recommended that the Council adopt the revised Terms of Reference for the Central Coast Community Safety Partnership Committee.”

The Executive Services Officer reports as follows:

“A copy of the revised Terms of Reference for the Central Coast Community Safety Partnership Committee having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Council adopt the revised Terms of Reference for the Central Coast Community Safety Partnership Committee, dated March 2024 (a copy being appended to and forming part of the minutes).”

9.5 Turners Beach Community Representatives Committee – Dissolution (191/2012 – 16.07.2012)

The Director Community, Growth and Development reports as follows:

“PURPOSE

This report is to provide for the review of the Turners Beach Community Representatives Committee (the Committee) and to seek the Council’s endorsement to dissolve the Committee.

BACKGROUND

In 2011 the Council adopted the Turners Beach Local Area Plan (Urban Guidelines) (“TBLAP”) to provide a set of actions and urban design guidelines to preserve the character of Turners Beach and inform issues such as:

- . The longer-term future role and size of Turners Beach;
- . Identifying the extent of the urban boundaries and location of staged growth areas; Identifying assets and values of the area to be retained and enhanced;
- . A precinct plan for the community hall/recreation ground precinct (including the lawn bowling facility, Turners Beach Hall, tennis courts, etc.);
- . Mitigating or adapting to the hazards affecting the area, including flooding and climate change-related impacts;
- . Natural resource management/coastal management issues;
- . Incorporation of the Turners Beach Vegetation and Fire Management Plan;
- . Incorporation of the Council’s Open Space and Recreation Strategy;
- . Identifying any traffic management, infrastructure or parking needs; and
- . Investigating a service road between Turners Beach and Ulverstone.

To assist the Council in the implementation of the TBLAP, an action was included to form a Turners Beach Community Representatives Committee to meet on a quarterly basis. The Committee was tasked with:

- . Acting as an advisory body to the Council;
- . Providing another link between the community and the Council;
- . Encouraging greater community participation; and
- . Utilising the skills, knowledge and energy of community members.

The Committee Operating Guidelines and Charter was endorsed by the Council in July 2012. The Guidelines and Charter outlined that membership would be appointed through an expression of interest process and would include:

- . One representative from the Turners Beach Neighbourhood Watch Group;
- . One representative from Turners Beach Coastcare Group;
- . One representative from Friends of the Dunes;
- . One representative from the Turners Beach Cricket/Football Club;
- . One representative from the Turners Beach Bowl Club;
- . Three community representatives with no affiliation to the community groups listed above; and
- . The General Manager.

A similar committee was established for the Forth Community.

DISCUSSION

Community representation at the quarterly meetings has significantly decreased since the committee was first formed. In 2023, the Committee consisted of the following members:

- . four community representatives; and
- . one representative from the Turners Beach Coastcare group.

At the February 2023 meeting, the former General Manager asked members to consider the purpose of the group and if it remained relevant.

The future of the committee was revisited at the May 2023 meeting and following this discussion, the decision was made to place the Committee on hold for six months.

The Committee met again in January 2024, with two community representatives in attendance. At this meeting, the Council's Director Community, Growth and Development reported that the Council's Strategy Leadership and Performance Team and Councillors have committed to visiting each community throughout the year with the Community Conversations sessions, and this, combined with the appointment of a dedicated communications role and other positive changes at Council, meant there will be good community engagement. The two community representatives present agreed that maintaining the group was no longer a priority.

On 30 January 2024, Director Community, Growth and Development wrote to all current committee members advising that the Council's intention was to formally dissolve the committee on the following grounds:

- . Lower levels of community member attendance;
- . Improvements in the way that the Council seeks to understand and inform the community, including:
 - . The recent introduction of the Antenno mobile application;
 - . The recent community engagement training for all Managers;
 - . The recent introduction of "Community Conversations" across the municipality;
 - . The recent appointment of a new Coordinator Communications and Relationships;
 - . Plans for a new website and social media presence;

- . Plans to develop a new ten-year Strategic Plan, commencing this year;
- . Other demands on the time of Council staff, not least of all implementation of our new Term Plan, Our Place our Future, launched late last year.

Members were invited to provide their feedback by 23 February 2024. No feedback was received.

CONSULTATION

Following the Council's decision to investigate dissolving the committee, current members were contacted in writing to advise them of this intent and seek any feedback they wished to provide. This is discussed above.

RESOURCE, FINANCIAL AND RISK IMPACTS

There are no financial implications as a result of this report.

CORPORATE COMPLIANCE

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

Council Sustainability and Governance

- . Improve corporate governance
- . Effective communication and engagement

CONCLUSION

It is recommended that the Council formally dissolve the Turners Beach Community Representatives Committee.

Pending Council's decision, arrangements will be made to formally acknowledge the service of contactable former members of the Committee."

The Executive Services Officer reports as follows:

"A suggested resolution is submitted for consideration."

- "That the Council dissolve the Turners Beach Community Representatives Committee."
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9.6 Forth Community Representatives Committee – Dissolution (115/2011 – 18.04.2011)

The Director Community, Growth and Development reports as follows:

“PURPOSE

This report is to provide for the review of the Forth Community Representatives Committee (the Committee) and to seek the Council’s endorsement to dissolve the Committee.

BACKGROUND

The Forth Community Representatives Committee is a long-standing committee that was established to act as a conduit between the Forth Community and the Central Coast Council and has submitted its meeting minutes to the Council since September 2005.

The Committee Charter (February 2019), states that the role of the Committee is to assist the Council in ensuring that the Forth Community is represented by:

- . Acting as an advisory body to the Council;
- . Providing a formal link between the community and the Council;
- . Encouraging and promoting greater community interest in the area; and
- . Utilising the skills, knowledge and energy of community members.

Committee Membership is outlined in the charter as follows:

- . The Council’s General Manager (chairperson);
- . One representative from the Forth School;
- . One commercial/industrial representative;
- . One representative from the recreational precinct;
- . Two representatives from the Forth Valley Lions Club;
- . Three community representatives; and
- . A Council administration officer to manage agendas and minutes for each meeting.

A similar committee was established for the Turners Beach Community in 2011.

DISCUSSION

Community representation at the quarterly meetings has significantly decreased since the committee was first formed. In 2023, the Committee consisted of the following members:

- . Two representatives from the Forth Valley Lions Club;
- . One representative from the Forth School;
- . One commercial/industrial representative; and
- . One community representative.

At the February 2023 meeting, the former General Manager asked members to consider the purpose of the group and if it remained relevant and the future of the committee was revisited at the May 2023 meeting. The following extract is provided from the Forth Community Representatives Committee Minutes – 4 May 2023:

The Forth Community Representative Committee now has a number of vacancies that would need to be filled if the committee was to continue. An alternative option would be to disband the committee and establish a community noticeboard, possibly at the hall, where information could be shared.

There was recognition that communications had improved over time but mixed feelings about whether the group should be disbanded completely. One of the things that the committee representatives appreciated was having face-to-face communications with senior staff members of the Council, particularly if they were uncomfortable using digital technology to report maintenance issues.

Following this discussion, the decision was made to place the committee on hold for six months.

The Committee met again in November 2023, with two community representatives attending. At this meeting, the Council's Director Community, Growth and Development reported that the Council's Strategy Leadership and Performance Team and Councillors have committed to visiting each community throughout the year with the Community Conversations sessions, and this, combined with the appointment of a dedicated communications role and other positive changes at Council, meant there will be good community engagement. A follow-up telephone conversation between the Director Community, Growth and Development and each of the community representatives present at that meeting confirmed that they were not opposed to the winding-up of the Committee.

On 30 January 2024, Director Community, Growth and Development wrote to all current committee members advising that the Council's intention was to formally dissolve the committee on the following grounds:

- . Lower levels of community member attendance;
- . Improvements in the way that the Council seeks to understand and inform the community, including:
 - . The recent introduction of the Antenno mobile application;
 - . The recent community engagement training for all Managers;
 - . The recent introduction of "Community Conversations" across the municipality;
 - . The recent appointment of a new Coordinator Communications and Relationships;
 - . Plans for a new website and social media presence;
 - . Plans to develop a new ten-year Strategic Plan, commencing this year;
- . Other demands on the time of Council staff, not least of all implementation of our new Term Plan, Our Place our Future, launched late last year.

Members were invited to provide their feedback by 23 February 2024. Feedback was received from two members, one supporting the dissolution of the committee on the grounds that it has outlived its purpose, and another expressing their disappointment.

The Council's Director Community, Growth and Development phoned the person who expressed disappointment, and that person subsequently advised the Director in a second telephone call that he was no longer opposed to the Committee being dissolved.

CONSULTATION

Following the Council's decision to investigate dissolving the committee, current members were contacted in writing to advise them of this intent and seek any feedback they wished to provide. This is discussed above.

RESOURCE, FINANCIAL AND RISK IMPACTS

There are no financial implications as a result of this report.

CORPORATE COMPLIANCE

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

Council Sustainability and Governance

- . Improve corporate governance
- . Effective communication and engagement

CONCLUSION

It is recommended that the Council formally dissolve the Forth Community Representatives Committee.

Pending the Council’s decision, arrangements will be made to formally acknowledge the Council’s appreciation for the service of contactable former members of the Committee.”

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

- “That the Council dissolve the Forth Community Representatives Committee.”

CORPORATE SERVICES

9.7 Electoral Signage Policy (266/95 – 15.05.1995)

The Director Corporate Services reports as follows:

“PURPOSE

The purpose of this report is to allow the Council to consider the Electoral Signage Policy, dated February 2024, for adoption.

A copy of the Electoral Signage Policy is appended to this report.

BACKGROUND

The Council has had a policy relating to the erection of political advertising signs in respect of Federal, State and local government elections since 1995. Given it had not been reviewed for some time, a review has occurred to ensure all current legislative requirements are covered.

DISCUSSION

The Policy, as adopted in 1995, was as follows:

“That...the Council, being satisfied that the public interest would not be injuriously affected by the erection of political advertising signs, (upon application to General Manager) approve under the following terms and conditions the erection of political advertising signs, notwithstanding that the provisions of any Council By-law may not be observed:

- (i) Signs to be erected only upon private property.
- (ii) Signs not to be erected prior to writs being issued for an election to which the candidate has elected to stand and to be taken down and removed not later than two days following the holding of the poll.
- (iii) Signs not to create an obstruction to the vision of persons using any highway.
- (iv) Signs to be maintained in good and substantial repair, order, and condition; and

- (v) Signs to comply with any Federal and State legislation requirements so far as it affects the conduct of Federal, State and local government elections."

The updated version of the Policy is considered to be a 'plain English' version, and the following changes should be noted:

- . Information now contained in the Council's Policy document format, which did not previously exist.
- . Statement in the 'Purpose' section to indicate that the Council retains an apolitical status during election campaigns.
- . Exemptions for signage related to polling booths by either the Australian or Tasmanian Electoral Commissions.
- . Up-to-date information regarding the size, location and when signage can be placed/must be removed.
- . Inclusion of references to relevant Tasmanian legislation.

CONSULTATION

There are no consultation requirements for this report.

RESOURCE, FINANCIAL AND RISK IMPACTS

There are no cost implications relating to the adoption of this policy.

CORPORATE COMPLIANCE

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

Council Sustainability and Governance

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

CONCLUSION

It is recommended that the Council adopt the Electoral Signage Policy, dated February 2024, replacing the existing Policy adopted in 1995."

The Executive Services Officer reports as follows:

“A copy of the Electoral Signage Policy, dated February 2024 having been circulated to all Councillors, a suggested resolution is submitted for consideration.”

- “That the Council adopt the Electoral Signage Policy, dated February 2024 (a copy being appended to and forming part of the minutes).”
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9.8 Public land disposal process

The Director Corporate Services reports as follows:

“PURPOSE

The purpose of this report is to seek a resolution from the Council to allow the Chief Executive Officer to initiate a process of public land disposal.

The statutory land disposal process is the first step of several before the land can be disposed of. The outcome of the public land disposal process, which includes the consideration of any community feedback, will inform the Council’s decision to dispose of the land.

BACKGROUND

Under subsection 177A(2) of the *Local Government Act 1993* (The Act), the Council must keep a list or maps of all public land within the municipal area and ensure that the lists/maps are available to the public.

The Council’s register of public land is available on its website.

Section 177A of the Act provides that the following land owned by a council is public land:

- a public pier or public jetty;
- amusement or sporting facilities for public use;
- any land that provides health, recreation;

- any public park or garden;
- any land acquired under section 176 of the Act (land acquired by a council for prescribed purposes in accordance with the *Land Acquisition Act 1993*) for the purpose of establishing or extending public land;
- any land shown on a subdivision plan as public open space that is acquired by a council under the *Local Government (Building and Miscellaneous Provisions) Act 1993*;
- any other land that the council determines is public land; and
- any other prescribed land or class of land.

In essence, the Act requires the Council to notify the community of any proposal to dispose of public land and give the community an opportunity to have its views heard.

Council must publish its intention on at least two separate occasions in a daily newspaper circulating in the municipal area, display a copy of the notice on the land, and notify the public that submissions can be made within 21 days of the date of the first publication.

DISCUSSION

In fulfilling its obligations to the community, the Council must make decisions that prioritise the allocation of resources to deliver the greatest possible benefit.

Given community needs are dynamic, the Council must remain vigilant in its efforts to ensure that investments in assets are both cost-effective and beneficial to the community. Retaining assets that are surplus to requirements can result in opportunity costs and expenses by way of holding costs to the community. As such, a prudent approach to asset management is critical to achieving the optimal allocation of resources to meet the community's evolving needs.

The Council has been reviewing its land portfolio as part of its asset management activities. Stage 1 of the review has identified several parcels that are not providing community benefit and, therefore, are surplus to the Council's needs.

The statutory land disposal process is the first step of several before the land can be disposed of. The outcome of the public land disposal process will inform the Council's decision to dispose of the land.

In reviewing its vacant land portfolio an assessment has been undertaken for each parcel considering location, its strategic importance (for future community use), maintenance costs, its natural and cultural values, planning requirements, and impacts on demand for open space.

The Council's Open Space and Recreation Plan indicates that open space is well distributed throughout the municipal area, with open space located within 400m of where most people live. However, some areas are under-served.

In accordance with the Council's Open Space and Recreation Plan classification hierarchy, open space analysis has determined that the following vacant land will not be required for future local open spaces:

- Mission Hill Road, Penguin, PID 7669794;
- Fairway Drive Penguin, PID 1660932;
- 5-7 Travers Place, Ulverstone, PID 6952395;
- Ashwater Crescent, Penguin, PID 6765135;
- 17 Richardson Street, West Ulverstone PID 1748408; and
- 16B Commonwealth Court, Penguin, PID 7276966.

Proceeds from the sale of surplus vacant land can help achieve consistent service levels across the municipal area. Funds generated from the disposal can be applied to improve our existing open spaces, including renewing and upgrading playground equipment.

The land can provide added benefits to the community through private ownership with the potential for rates and charges income from any development and a reduction in ongoing holding costs.

Mission Hill Road, Penguin, PID 7669794



The land is zoned General Residential and is a sub-minimal lot within the zone at 210m². The lot is not large enough for development on its own. However, it would make sense to sell the property to the adjoining property owner, who has expressed an interest in the land.

2 Fairway Drive Penguin, PID 1660932



This is a vacant lot of approximately 1,437m². It is located close to the Penguin Golf Club and is zoned General Residential.

5-7 Travers Place, Ulverstone, PID 6952395

This land has an area of 1,452m². There is an existing swing located on the site. The large parcel could be subdivided into two lots, with the existing one piece of playground equipment relocated to one of the lots. This remaining reserve would still be within the Council's open space service level for local open space.

Ashwater Crescent, Penguin, PID 6765135

This parcel of land is too large for a local open space (6,612m²). It is recommended that part of the land be retained for public open space.

The land is zoned General Residential; however, previous decision-making has limited the council's potential to subdivide the site because of the narrow access strip. If a

decision were made to dispose of this land, the Council could explore opportunities to develop the site for housing in collaboration with adjoining property owners (this includes the state government).

17 Richardson Street, West Ulverstone PID 1748408



The Richardson Street Reserve comprises two titles zoned General Residential that are encircled by Richardson Street. The eastern title (PID 6971991) is encumbered by a sewer main, which limits the site's development potential. PID 1748408 is approximately 1,060m². It is recommended that PID 1748408 be considered for disposal.

16B Commonwealth Court, Penguin, PID 7276966



This 854m² of land is zoned General Residential. It is close to Dial Park and is also serviced by the Whittle Street Reserve, which also services the area.

CONSULTATION

Council has discussed this recommendation at a workshop held in December 2023.

RESOURCE, FINANCIAL AND RISK IMPACTS

There are no financial implications of this report except for the advertising of the Council's intent to dispose of the land.

Holding assets that are surplus to the Council's needs does incur maintenance and lost opportunity costs. For these parcels, the maintenance costs are in the order of \$4,590 per annum (for mowing).

The land can provide benefits to the community through private ownership with the potential for rates and charges income from any development.

Should the Council decide to sell the land following the public submission period, the market will ultimately determine the value of the properties. Valuations will be sought following the public submission period. The disposal method will also be determined at a later date.

Cash from the sale could be used for other new infrastructure spending. It may be used to renew and upgrade existing parks and reserves, such as playground equipment. Funds may also be used to provide for areas that are lacking open space. open space in areas that are gaps in some other parts of the municipal area.

The following risks have been identified relating to this matter.

Reputational Risk

Community needs change over time. The Council considers the land surplus to the community's needs. It cannot be known how the property is valued by the community. The public land disposal process will give the community an opportunity to provide feedback, which will inform the Council's decision.

Financial Sustainability Risk

Given that community needs are dynamic, the Council must remain vigilant in its efforts to ensure that investments in assets are both cost-effective and beneficial to the community. Retaining assets that are surplus to requirements can result in opportunity costs and expenses, as well as holding costs to the community. As such, a prudent approach to asset management is critical to achieving the optimal allocation of resources and to meeting the community's evolving needs.

C O R P O R A T E C O M P L I A N C E

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

The Shape of the Place

- Improve the value and use of open space

Council Sustainability and Governance

- Improve service provision
- Improve the Council's financial capacity to sustainably meet community expectations
- Effective communication and engagement

C O N C L U S I O N

In accepting the recommendation, the Council is not determining whether to sell the properties. Council will make that determination following the public land disposal process after having considered feedback provided by the community.

It is recommended that the Council, in accordance with section 178 of the *Local Government Act 1993* (the Act):

- 1 resolve its intention to dispose of public land at the following locations:
 - a) Mission Hill Road, Penguin, PID 7669794;
 - b) Fairway Drive Penguin, PID 1660932;
 - c) 5–7 Travers Place, Ulverstone, PID 6952395;
 - d) Ashwater Crescent, Penguin, PID 6765135;
 - e) 17 Richardson Street, West Ulverstone PID 1748408;
 - f) 16B Commonwealth Court, Penguin, PID 7276966;
- 2 authorise the Chief Executive Officer to notify the public of the Council's intention to dispose of the aforementioned public land, including the process for lodging objections to the proposed disposal; and
- 3 authorise the Chief Executive Officer to consider and acknowledge any objection received and report to a future Council meeting following the 21-day public submission period."

The Executive Services Officer reports as follows:

"A suggested resolution is submitted for consideration."

■ “That the Council, in accordance with section 178 of the *Local Government Act 1993* (the Act):

- 1 resolve its intention to dispose of public land at the following locations:
 - a) Mission Hill Road, Penguin, PID 7669794;
 - b) Fairway Drive Penguin, PID 1660932;
 - c) 5–7 Travers Place, Ulverstone, PID 6952395;
 - d) Ashwater Crescent, Penguin, PID 6765135;
 - e) 17 Richardson Street, West Ulverstone PID 1748408;
 - f) 16B Commonwealth Court, Penguin, PID 7276966;
 - 2 authorise the Chief Executive Officer to notify the public of the Council’s intention to dispose of the aforementioned public land, including the process for lodging objections to the proposed disposal; and
 - 3 authorise the Chief Executive Officer to consider and acknowledge any objection received and report to a future Council meeting following the 21–day public submission period.”
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9.9 Financial reports

The Director Corporate Services reports as follows:

“The Manager Organisational Services has prepared the following report:

‘The following Council financial reports for the period ended 29 February 2024 are submitted for consideration:

Statement of Comprehensive Income

Central Coast Council
Statement of Comprehensive Income for the period ended 29 February 2024

	Actual YTD	YTD Budget	YTD Variance	Budget Annual	Full year Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000
Income					
Recurrent Income					
Rates and charges	19,162	19,122	40	19,172	19,172
Fees and charges	4,577	4,507	70	6,642	6,804
Grants - Recurrent	198	199	(1)	5,999	6,004
Contributions	172	136	37	331	348
Share in profit/loss of associate	256	256	-	1,016	1,016
Interest	713	597	117	800	950
Other income	696	578	118	860	941
Investment revenue	926	912	14	1,645	1,655
	26,700	26,306	394	36,465	36,889
Capital income					
Grants - Capital	32	450	(418)	853	853
Capital contributions	1,831	3,309	(1,478)	7,461	7,461
Contributed Assets	-	-	-	4,400	4,400
Gain/(loss) on disposal of assets	231	295	(64)	442	442
	2,094	4,054	(1,960)	13,156	13,156
Total Income	28,794	30,361	(1,566)	49,621	50,045
Recurrent Expenses					
Employee benefits	10,848	11,055	206	16,765	16,895
Materials and services	7,196	6,823	(374)	9,961	10,368
Depreciation and amortisation	5,859	5,859	-	8,994	8,994
Finance costs	183	184	-	326	326
Other expenses	404	411	6	653	670
Total expenses	24,491	24,331	(162)	36,698	37,253
Operating result	4,303	6,029	(1,727)	12,923	12,792
Underlying surplus or deficit					
Items that will be reclassified in determining underlying surplus or deficit					
Capital income	(2,094)	(4,054)	1,960	(13,156)	(13,156)
Restructure costs	200	-	200	-	200
	(1,894)	(4,054)	2,160	(13,156)	(12,956)
Underlying surplus/(deficit)	2,409	1,975	434	(233)	(163)

Year to date (YTD), the operating result is \$4.3 million against a budget of \$6.0 million.

Overall, from an underlying result perspective, the Council is performing consistently with the budget estimates adopted by the Council. The current full-year forecast is an underlying deficit of \$163k against a budget deficit of \$233k.

Underlying performance measures the result of our operating performance and excludes the impact of capital grants and asset sales. It also excludes the impact of one-off, non-recurring costs that are not part of normal operating activities.

The full year forecast has been determined in conjunction with departmental management based on current expectations when reviewing performance year to date. Whilst there has been a lot of work on developing the forecast, the Council still have work to do to review and

validate the key assumptions. This is particularly so for our works operations with the vacant Works Manager role over recent months. With the position now filled, there will need to be work undertaken to verify the forecast position for that department.

A summary of key components of our Income Statement is outlined below.

Recurrent income

Rates and charges	On Track
-------------------	----------

Rates and charges are expected to meet or exceed the full-year budget, with additional supplementary charges to be issued before the end of the year. The current outstanding rates balance as of 29 February was \$941,304.

Rates outstanding equate to 4.71% of rates demanded, which is 0.70% higher in percentage of rates issued than in the previous year at the same time.

Fees and charges	On Track
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Fees & Charges YTD are overall on track, with a number of budget-phasing wins and losses across the board. Statutory fees for Building Levies are one notable favourable variance, sitting at \$50k YTD ahead of budget. These are largely pass-throughs for the council, with all additional revenue less a commission being offset under our materials and services expense line. Other notable gains are on miscellaneous waste charges for additional bins issued, which is \$27k YTD favourable. The Council have also seen higher amounts charged to community groups for use of Council facilities, with offsetting discounts recorded under costs to better account for the true value of Council contributions to community organisations. These are also reported under materials and contracts expense.

Grants – Recurrent	On Track
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No issues to note. Some minor additional revenues for small operating grants received for programs that will have matching operational costs to deliver.

Contributions	On Track
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No significant issues to note. Reporting slightly favourable YTD, which reflects \$23k higher receipts of Parental leave contributions from the Federal Government, which are passed through to respective employees. Public Space contributions from developers are tracking \$19k below budget YTD but are expected to come in on budget for the year.

Share of Profit/Loss in Associates	On Track
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No information currently to suggest this will not come in outside of budget expectations.

Interest Income	Favourable Variance Expected
-----------------	------------------------------

A combination of lower-than-expected capital expenditures YTD (\$5m actual vs. \$10.9m budget), receipt of disaster recovery funding in advance (\$1.3m), and higher interest rates has seen an upside in interest receipts YTD. The Council are forecasting to come in \$150k ahead of budget for the year.

Other Income	On Track
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Overall other income is expected to come in ahead of budget, but the additional reported revenues are merely an offset of expected offsetting costs. Reported under other income, YTD are reimbursements for Workers' Compensation (\$71k) and insurance claim proceeds (\$57k).

Capital Income

Year to date capital grants and contributions are \$1.9 million behind budget. The main driver of this is the timing of receipt of capital grants against the budget for Roads to Recovery \$385k, Local Roads & Community Infrastructure (LRCI) \$581k and an instalment of expected disaster relief funding \$459k.

The current full-year forecast includes capital funding for LRCI projects. Phase 3 projects are required to be completed by June 2024 and will be a focus to complete. LRCI 4 funding is subject to milestones being achieved, and due to delayed. This will not affect the underlying result.

Recurrent Expenses

Employee Costs	Variance Expected
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Employee costs YTD are \$206k below budget. This variance has been largely driven by temporary vacancies. Staff FTE numbers have averaged 2.6 FTEs below budget YTD, resulting in a favourable variance of \$180k. Offsetting this are additional costs for workers' compensation, which has totalled \$91k YTD, of which \$71k has been recovered under other revenue.

Our full-year forecast for staff costs is to be over budget by \$130k, with a potential upside due to unplanned vacancies.

Staff turnover in February remained steady at 12.3% for the 12-month moving average, compared to 22.9% in the same period last year.

Materials and Contracts**Variance Expected**

Materials costs year to date have seen a number of gains and losses against budget timing, but the Council have seen some areas that have utilised significant portions of allocated budgets in the first eight months, and they will need to be monitored and managed over the remainder of the year.

It should be noted that included under here YTD are additional costs, with offsetting revenues reported for Tasmanian Building Levies \$27k, costs for cross-overs charged \$18k, and community organisation support contributions of \$47k.

Notable variances YTD are legal fees for regulatory and staff matters \$(22)k, Anzac Park vandalism damage \$(20)k, and merchandise purchases for higher retail sales \$(47)k. Other notable variances YTD against budget relate to maintenance on recreation ground facilities for the Ulverstone Recreation Ground \$(25)k, River Road \$(33)k and Dial Park \$(20)k. These costs tend to be seasonal and are now hitting close to the annual budget provision.

Areas in the budget that were identified as part of the budget reset and increase, including public conveniences cleaning & maintenance \$(42)k, and grass mowing \$(24)k, are currently showing as variances to the budget and will need to be re-assessed. Vehicle costs to date are \$(30)k over, which is somewhat impacted by the timing of annual insurance and registration payments.

Full-year forecast for materials and Services includes additional costs for Tas Building Levy (\$69k), Tas Waste Levy (\$15k), Insurance claim costs (\$57k), Private works costs (\$30k), Community Support (\$30k) which have offsetting recurrent revenue reported.

Depreciation**On Track**

Currently accrued to budget assumptions. Forecast expected to be in line with budget subject to impacts of asset revaluations/indexations which will be based on March annual CPI movement.

The depreciation forecast is to be updated following the review of the building revaluation report, which was received in late February, and the detailed supporting files, which were received in early March.

Borrowing Costs**On Track**

Current Loan liability costs are fixed, and there will be no variance. The budget and forecast include a provision for a final adjustment for the rehabilitation provision allowance.

Other Expenses**Variance Expected**

Other expenses are sitting \$6k ahead of budget YTD, which largely reflects the timing of volunteer costs provision YTD. Full-year forecast variance of (\$17k) represents provision for additional Councillor expenses and Councillor training and conferences undertaken year to date and higher than budgeted external Audit costs.

Statement of Financial Position

Central Coast Council
Statement of Financial Position
as at 29 February 2024

	30 June 2023	29 February 2024	Movement	Budget 30 June 2024
	\$'000	\$'000	\$'000	\$'000
Assets				
Current assets				
Cash and cash equivalents	8,664	12,192	3,528	5,226
Investment	8,375	7,531	(844)	7,695
Trade and other receivables	791	1,566	775	800
Assets held for sale	14	14	-	14
Other assets	501	59	(441)	520
Total current assets	18,346	21,363	3,017	14,255
Non-current assets				
Investment in Regional Waste Management Authority	10,711	10,711	-	11,471
Investment in Water Corporation	76,490	76,490	-	76,490
Property, infrastructure, plant and equipment	539,382	533,552	(5,830)	557,838
Capital work in Progress	2,867	7,888	5,021	-
Right of use asset	148	148	-	88
Total non-current assets	629,599	628,790	(809)	645,887
Total assets	647,944	650,153	2,209	660,142
Liabilities				
Current liabilities				
Trade and other payables	3,424	1,880	(1,545)	3,484
Trust funds and deposits	340	352	12	300
Provisions	4,395	4,398	3	2,690
Interest bearing liabilities	550	466	(84)	626
Lease liabilities	44	31	(13)	53
Contract liability	925	925	-	2,577
Total current liabilities	9,679	8,052	1,627	9,730
Non-current liabilities				
Provisions	1,855	1,661	(195)	1,920
Interest bearing liabilities	9,241	8,968	(273)	8,645
Lease liabilities	119	119	-	54
Total non-current liabilities	11,215	10,747	-	10,620
Total liabilities	20,894	18,799	(2,095)	20,350
Net Assets	627,050	631,354	4,303	639,793
Equity				
Accumulated surplus	280,655	284,960	4,305	293,398
Reserves	346,395	346,393	(2)	346,395
Total Equity	627,050	631,354	4,303	639,793

Statement of Cash Flows

Central Coast Council
Statement of Cash flows
as at 29 February 2024

	29 February 2024	Full Year Budget 30 June 2024
	\$'000	\$'000
Cash flows from operating activities		
Cash inflows		
Rates	17,879	19,163
Statutory fees & User fees and Charges	4,367	6,623
Grants (inclusive of GST)	198	5,999
Contributions (inclusive of GST)	429	331
Interest received	861	800
Dividends	256	255
Investment revenue	926	1,645
Other receipts (inclusive of GST)	596	860
Net GST refund/(payment)	1,010	1,600
Total cash inflows	26,522	37,277
Cash outflows		
Payments to suppliers (inclusive of GST)	(8,902)	(11,624)
Payments to employees	(11,154)	(16,790)
Finance costs paid	(183)	(326)
Other payments	(304)	(653)
Total cash outflows	(20,543)	(29,393)
Net cash provided by (used by) operating activities	5,979	7,884
Cash flows from investing activities		
Payments for property, infrastructure, plant and equipment	(5,025)	(20,145)
Proceeds from sale of property, infrastructure, plant and equipment	208	442
Capital grants	1,885	8,314
Payments for investments	-	-
Proceeds from sale and withdrawals of investments	844	680
Net cash provided by (used by) investing activities	(2,088)	(10,708)
Cash flows from financing activities		
Cash inflows		
Proceeds from trust funds and deposits	12	(40)
Proceeds from interest bearing loans and borrowings	-	-
Total cash inflows	12	(40)
Cash outflows		
Repayment of lease liabilities (principal repayments)	(13)	(54)
Repayment of trust fund and deposits	-	-
Repayment of interest bearing loans and borrowings	(357)	(519)
Total cash outflows	(370)	(573)
Net cash provided by (used by) financing activities	(358)	(613)
Net increase (decrease) in cash and cash equivalents	3,532	(3,437)
Cash and cash equivalents at the beginning of the financial year	8,661	8,661
Cash and cash equivalents at the end of the current period	12,193	5,224

Statement of Cash and Investments



Summary of Capital Delivery Performance

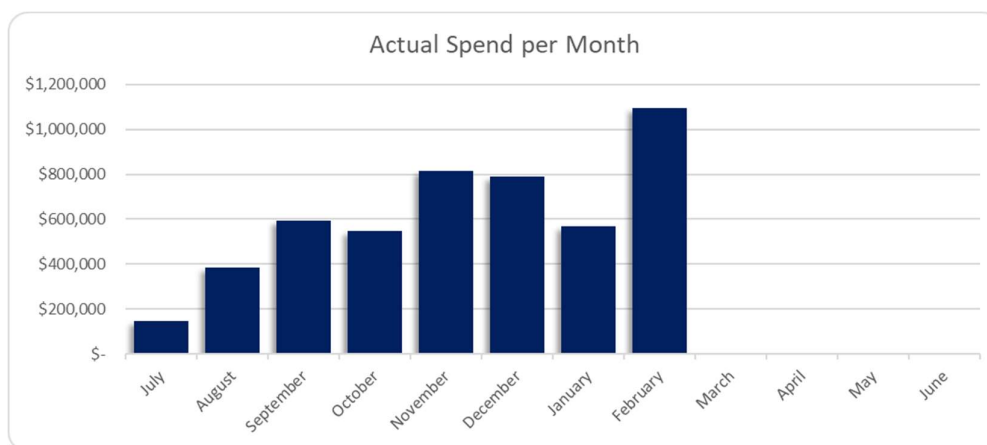


Other projects to date with budget or actual spend YTD > \$100k

	Actual YTD '\$000	Budget YTD '\$000
Heybridge Recreation Ground Clubrooms	837	700
LRCI Phase 3 projects	545	643
Road sealing	581	760
Plant purchases	445	449
Ironcliffe Road upgrade	455	600
Forth River Bridge - forth Road	156	180
Midway Point rehabilitation	135	171
Ul. Sports & liesure centre - electronic Backboards	135	120
Shoulder program	121	150
River Road Footpath - Amhest to Queen Street	111	100
Tobruk Park Rectification	118	178
Turners Beach-Leith Shared Pathway	80	178

YTD, \$5.0 million has been spent against a YTD budget of \$10.9 million.

The revised full-year forecast is currently \$17.7 million against a budget of \$20.1 million based on an updated review of project delivery timelines. Key changes to forecast this month include LRCI 4 funded projects for the shared pathway at Turners Beach and the delayed timing of commencement of Bertha Street outfall due to additional design work required prior to commencement.



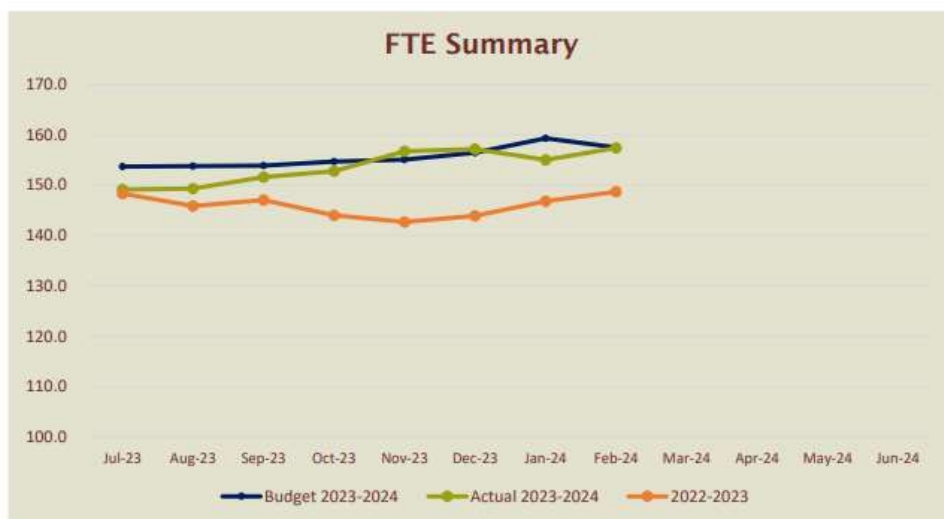
Capital spending for the month was \$1.05 million, the highest monthly spending year to date. A number of key larger projects commenced during February, as well as the annual street reseal program. For February, the Council saw spending of \$442k on street reseals and \$333k on the reconstruction of the Heybridge Recreation Ground clubrooms.

The Council expect to make inroads into our capital spend forecast over the coming months with a number of key projects such as the Loongana bridge commencing, the continuation

of the reseal programme and design works for Risby Street and the completion of Heybridge Recreation Ground.

The Council currently has \$7.9 million capitalised in capital works in progress. Of this balance, \$2 million has been identified at the February Asset Management Group meeting to be capitalised. The Council have also been advised by the Cradle Coast Authority that the Sulphur Creek, West Ulverstone & Don to Leith (CCC part) sections of the Coastal Pathway have now been finalised, and they are looking to complete the asset transfer to Council prior to June 2024. This was included in our Budget reset and reported under asset contributions in our operating statement.

Summary of Employee Numbers



The report is supported.”

The Executive Services Officer reports as follows:

“A suggested resolution is submitted for consideration.”

- “That the financial reports for the period ending 29 February 2024 be received.”

10 CLOSURE OF MEETING TO THE PUBLIC

10.1 Meeting closed to the public

The Executive Services Officer reports as follows:

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

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

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

Matter	<i>Local Government (Meeting Procedures) Regulations 2015</i> reference
Confirmation of closed session minutes	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
Minutes and notes of other organisations and committees of the Council <ul style="list-style-type: none">Mersey–Leven Municipal Emergency Management Committee – meeting held 13 December 2023Central Coast Council Audit Panel Evaluation 2023 – confidential briefing note – 15 February 2024	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.

A suggested resolution is submitted for consideration.”

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

Matter	<i>Local Government (Meeting Procedures) Regulations 2015</i> reference
Confirmation of closed session minutes	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential”
Minutes and notes of other organisations and committees of the Council <ul style="list-style-type: none"> • Mersey–Leven Municipal Emergency Management Committee – meeting held 13 December 2023 • Central Coast Council Audit Panel Evaluation 2023 – confidential briefing note – 15 February 2024 	15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.”

The Executive Services Officer further reports as follows:

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

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

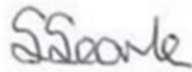
- 4 In the event that additional business is required to be conducted by a council after the matter(s) for which the meeting has been closed to the public have been conducted, the Regulations provide that a council may, by simple majority, re-open a closed meeting to the public.”

Associated Reports And Documents

SCHEDULE OF DOCUMENTS AFFIXED WITH THE COMMON SEAL

Period: 20 February to 18 March 2024

Grant deed – Black Spot Program 2023–24
Department of State Growth (Grantor) and Central Coast Council (Recipient)
Safety improvements at Wilmot Road, Kindred
Grant amount: \$60,000



Samantha Searle
ACTING CHIEF EXECUTIVE OFFICER



SCHEDULE OF CONTRACTS AND AGREEMENTS

(Other than those affixed with the common seal)

Period: 20 February to 18 March 2024

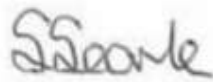
- Tenancy Agreement – Unit 3 Ganesway, 51–55 Queen Street, West Ulverstone
Central Coast Council and the Tenant
Commencing date: 16 February 2024
- Tenancy Agreement – Unit 5 Ganesway, 51–55 Queen Street, West Ulverstone
Central Coast Council and the Tenant
Commencing date: 2 March 2024
- Lease Agreement – Kiosk at Ulverstone Sports and Leisure Centre
Central Coast Council (Lessor) and Holly Edwin Pty Ltd (Lessee)
Starting date: 1 February 2024
Term of lease: 12 months
- Contract 6/2023–2024 – dated 21 February 2024
JF Machinery
Supply and delivery of one JCB 3 CX PRO T5 Backhoe with attachments, *less trade in* of JCB Backhoe
Contract amount: \$182,325.00 (inc. GST)
- Contract 5/2023–2024 – dated 28 February 2024
FRM Materials Handling Pty Ltd
Supply and delivery of one Hino 700 Series FS 2848 AMT 28,000kg GVM
Truck with body *less trade in* of F502 Hino 700 Series FS 2848
Contract amount: \$155,895.72 (inc. GST)

Samantha Searle
ACTING CHIEF EXECUTIVE OFFICER

SCHEDULE OF CORRESPONDENCE ADDRESSED TO THE MAYOR AND COUNCILLORS

Period: 20 February to 18 March 2024

- . A letter from the Penguin Cricket Club regarding club room facilities at the Dial Regional Sports Complex.
- . An email from a ratepayer regarding the Development Application at 21 Maskells Road and the relocation of historical buildings.
- . An invitation to Councillors from the Penguin Neighbours Day Committee to attend Neighbours Day 2024 on 24 March 2024.



Samantha Searle
ACTING CHIEF EXECUTIVE OFFICER



**Central Coast Community Shed Management Committee
General Meeting
Minutes of Meeting held at the Community Shed**

Monday, 5 February 2024, commencing at 1.10pm

1 PRESENT/APOLOGIES

Members Present: Kerry Hays, Dave Dunn, Tony Kirkpatrick, Cr John Beswick, Rob McKenzie, Vicki Whitfield, Barry Ling, Norm Frampton and Barry Purton.

Apologies: Ian Hardstaff and Steve O'Grady.

Minute Taker: Melissa Budgeon

Chairperson: Rob McKenzie

2 CONFIRMATION OF MINUTES

■ Rob McKenzie moved, and Dave Dunn seconded, "That the minutes of the general meeting held on Monday, 4 December 2023 be confirmed as true and correct.

Carried

3 BUSINESS ARISING FROM MINUTES

Equipment update – Bandsaw is assembled, but not set up for use. Discussion had re the location was had, recommended that the Mens Shed group consider options for decision, to be in place by the next meeting.

Mural (ongoing item) – Still ongoing, consideration of the cost involved in producing it. Progress with the Council for workshop meeting discussion. Cr Beswick to clarify the process required.

Senior Citizens Club – ongoing. Design and proposals to be discussed to ensure they comply with Council specifications/standards.

School groups – program has been outlined and 3 schools will be attending starting next week.

Security Camera Update – to be looked at in the next few days with the contractor.

Floor Painting – majority of areas completed, remaining areas to be completed. Order for additional paint sourced.

Christmas Function – considering the possibility of a different format for the Com Shed Christmas dinner, date has been set for the 6th December.

4 FINANCIAL REPORT (as attached)

<i>Attendance</i>	<i>December</i>	
	Mens	378 av.. 34
	Women	43 av. 21
	Jack and Jill	13 av. 3
	<i>January</i>	
	Mens	363 av. 30
	Women	100 av. 21
	Jack and Jill	5 av.1

Melissa presented, and Brian Ling seconded, “That the financial report tabled be confirmed as true and correct.

Carried

5 GENERAL BUSINESS

Competency training/induction –discussion regarding the updating of the users competency and refresher in safety when using at the Shed. Tony Fitzpatrick has offered to put through small groups of Shed users in a safety refresher over a series of days, in the coming month. Supervisors to complete as soon as possible. Follow up on the Council’s induction training too and the online component to be undertaken at the Shed.

Housekeeping –sign to show where the emergency assembly areas is located.

Jack and Jill days – interest in supervising has been discussed and to be promoted.

OHS – online training component to be investigated and held at the Shed in the community space.

Boom gates left open – the boom gate to be closed after use each Shed day. Melissa to contact Recreation Centre to provide advice/confirmation with other users.

5 CLOSURE/NEXT MEETING

As there was no further business to discuss the meeting closed at 2.00pm. Next meeting will be Monday 9 April at 1pm.



Central Coast Community Shed - Financial Statement 2023-24

as at 2 February 2024

Revenue	Estimates	Actual
11413.03		
Membership Fees	3,000.00	\$4,260.93
School Groups (East, West, Ulv Primary)	2,000.00	\$800.00
Material Donations		
Project Donations	2,000.00	
GST allocation		
Estimate	\$7,000.00	<u>\$5,060.93</u>

Expenditure	Estimates	Actual
11481		
Aurora	0.00	
Telstra	600.00	\$222.67
Internet	200.00	\$109.09
Office Consumables	200.00	
Testing and tagging	1,000.00	
Petty Cash	250.00	
Training - 1st Aid	850.00	
Membership - AMSA, TMSA	100.00	
Insurance	650.00	\$587.78
Repairs and Maintenance	1,200.00	\$330.47
Safety Equipment	800.00	\$336.80
Project Materials	1,000.00	\$427.00
Water/Sewage	50.00	\$7.03
Cleaning materials	250.00	\$187.62
_Phone replacement	850.00	
Estimate	\$8,000.00	<u>\$2,208.46</u>



Central Coast Community Safety Partnership Committee

Minutes of a meeting held in the Council Chambers

Wednesday, 7 February 2024 – Commencing at 10.00am

1 PRESENT

Council Representatives:	Cr Cheryl Fuller (Mayor) Cr Kate Wylie (Councillor) Daryl Connelly (Director Community, Growth & Development) Chris Clark (Manager Community Development) Melissa Budgeon (Community Wellbeing Officer) Tracey Clark (Administrative Support) Graeme Sumcad (Public Safety Officer) Louise Murphy (Open Space and Parks Officer) Laura Wiggers (Coordinator Communication and Relationships)
Community Representatives:	Simon Douglas (Ulverstone Neighbourhood House) Simon Dent (Ulverstone Secondary College) Jenelle Wells (Health Promotion Consultant) Sam van der Meulen (Housing Choices) Paul Gregory (University of Tasmania)

2 WELCOME

The Mayor, Cr Cheryl Fuller, welcomed everyone to the meeting and read the Acknowledgement of Country.

The Council acknowledges and pays respect to the traditional owners of lutruwita (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 continuous cultures.

3 APOLOGIES

Robert Tucker (CCCCI), **Lynn Norton-Smith** (Community – Turners Beach), **Garth Johnston** (Community – Penguin), **Tasmania Police** (no current representative following Alex Bonde being re-assigned).

4 MINUTES OF PREVIOUS MEETING

Chris Clark moved, and Simon Dent seconded, "That the minutes from the meeting held on Wednesday, 6 December 2023 be confirmed as a true and correct record".

Carried

5 ACTIONS FROM PREVIOUS MEETING

- a) **Red Bench Project:** Melissa gave an overview of the project which was established by the Red Rose Foundation to raise awareness of family violence. The Red Rose Foundation is excited to work with Central Coast Council to have the first “Red Bench” in Tasmania.

Graeme and Louise reported that five seats have been earmarked for the project. The group discussed the benefits of having five benches rather than one or two. Melissa confirmed there are no requirements to have only one bench and the Red Rose Foundation are enthusiastic to install more. Laura noted from a communication perspective, it is important to ensure that the benches stand out as being specific to a cause, rather than a design aspect for the area. It would also be worthwhile to include a QR code so people can find out more about the project.

Daryl asked for an estimated cost for the initiative. Melissa advised the plaques are \$80 each. If we are using existing assets the costs are small, new seats are approximately \$3000.

Five locations were agreed upon by the group:

- Ulverstone: Apex Park, outside Olivers Bakery;
- Penguin: Watcombe Beach;
- Leith: on the shared pathway near the old railway bridge (new bench to be installed);
- Sulphur Creek: outside takeaway store (Louise to speak with store owners);
- West Ulverstone: Lugana Crescent playground.

ACTION: Item will remain on agenda for further updates.

- b) **Committee Charter:** Chris reported that the charter has been reviewed and updated in light of changes to the committee's goals.

A summary of the changes is as follows:

- The scope has been broadened to allow us to address any issues as they come up.
- Updated the community and Council representatives section to replace the CEO with Director.
- Membership terms updated to align with the local government election cycle. A call will be put out for new members at the end of each local government cycle.
- Community Shed and Neighbourhood Watch removed from the list of members.
- Meeting schedule updated to reflect new changes.
- Meeting time updated to 90 minutes.

- To be reviewed after each council election.

The Committee agreed that there would be three community representatives and a call for new members would be made following the formal adoption of the new Charter.

ACTION: Chris to formalise changes for adoption by Council.

- c) **Road Markings:** Graeme advised road marking issues are undertaken by a technical assessment.

ACTION: Graeme to follow up with Manager Engineering and provide an update at the next meeting with a timeframe.

6 COMMUNITY SAFETY CHAMPION NOMINATIONS

Awarded to a community on behalf of the group, promoting a good news story within the community. Nominations are open throughout the year from all community members.

The group discussed potential nominees. Nomination forms should be submitted to Melissa.

ACTION: Melissa to email a copy of the nomination form to all members.

7 ANTISOCIAL BEHAVIOUR – ANZAC PARK

Louise reported there has been a significant increase in vandalism at Anzac Park at a substantial cost to the Council.

Laura asked for advice from the group on communications to reduce future vandalism, including tone, scope and target audience.

Suggestions included:

- A video that unpacks the implications of this sort of vandalism that can be shared.
- Inviting young people to take ownership of small projects in the park to encourage a sense of pride.

The group discussed the difficulty of being proactive if you don't know the exact cohort you need to target. There is an ongoing investigation underway regarding the installation of security cameras in the area to better support the police in responding to these types of incidents.

Janelle suggested contacting The Salvation Army to investigate getting a youth street team in Anzac Park.

8 ROUNDTABLE DISCUSSION

Mayor Cheryl Fuller <i>Central Coast Council</i>	Mayor Fuller wished to remind the community that tethering dogs to bicycles is a fineable offence by Tasmania Police. The shared pathway has created greater instances of this and Council will work with Tasmania police to promote the rules.
Simon Douglas <i>Ulverstone Neighbourhood House</i>	Unexpected staffing changes have delayed the start of 2024 programs at the Neighbourhood House. The 2024 focus will be on spending more time engaging individuals and families.
Janelle Wells <i>THS Health Promotions Consultant</i>	Seeing a high level of youth mental health issues that have escalated post-COVID. They have absorbed the fear around them and are constantly reminded of the traumatic events in the world through social media, causing a compounding issue for these children. The Community should be reminded to always communicate that there is hope and things to look forward to.
Sam van der Meulen <i>Housing Choices</i>	50 new units coming on board this year with new play spaces for residents. Meeting with No. 34 Aboriginal Health Centre to broaden the youth projects on offer.
Simon Dent <i>Ulverstone Secondary College</i>	The department has identified three ongoing priorities for the next seven to eight years: attendance, reading and safeguarding.

9 NEXT MEETING

The next meeting is to occur on Wednesday, 1 May 2024 at 10.00am.

As there was no further business the meeting closed at 11.59am.

Central Coast Community Safety Partnership Committee
Actions Register – February 2024

MEETING DATE	PERSON RESPONSIBLE	ACTION	DATE COMPLETED	CLOSURE NOTES
Feb-24	Graeme Sumcad	Check that line marking on Old Coast Road (Penguin Road) is on the State Growth list for new markings - Graeme to follow up with Manager Engineering.		
Feb-24	Chris Clark	Finalise Charter and send to Council for adoption.		
Feb-24	Melissa Budgeon	Email copy of safety champion nomination form to all group members.		

Central Coast Council
List of Development Applications Determined
Period from: 1 February 2024 to 29 February 2024

Application Number Display	Address	DA Type	Proposed use	Application Date	Decision Date	Day determined	Cost Of Works
DA2023311	236 Pine Road PENGUIN,TAS,7316	Discretionary	Subdivision - 1 lot and 1 balance lot	17/11/2023	5/02/2024	60	\$0.00
DA2023328	U 8/21 Risby Street ULVERSTONE,TAS,7315	Permitted	Residential - awning	6/12/2023	28/02/2024	-1	\$13,098.00
DA2023331	80 Bienefelts Road TURNERS BEACH,TAS,7315	Discretionary	Subdivision - 2 residential lots across Rural Living Zone and Rural Zone	11/12/2023	19/02/2024	69	\$30,000.00
DA2024010	921 Isandula Road GAWLER,TAS,7315	Permitted	Residential -new timber deck	22/01/2024	1/02/2024	7	\$0.00

BUILDING & PLUMBING – SCHEDULE OF STATUTORY DETERMINATIONS MADE UNDER DELEGATION

Period: 1 February 2024 to 29 February 2024

Building Permits and Certificates

Building Permits – Category 4	Number Issued	Cost of Works
Additions / Alterations	0	\$0
Demolition Permits	0	\$0
New Dwellings	0	\$0
Outbuildings	0	\$0
Units	2	\$695,000
Other	0	\$0
Permit of Substantial Compliance	1	\$25,000
Notifiable Works – Category 3	Number Issued	Combined \$ Amount
Additions / Alterations	3	\$335,000
Demolition Permits	0	\$0
New Dwellings	5	\$3,105,000
Outbuildings	4	\$180,000
Units	0	\$0
Other	2	\$53,680

Plumbing Permits and Certificates

Plumbing Permits – Category 4	Number Issued	–
Plumbing Permit	2	
Notifiable Works – Category 3		
Certificate of Likely Compliance	8	

Fire Abatement Notices

Fire Abatement Notices Issued	Property Cleared by Contractor
8	0

COMPLIANCE – SCHEDULE OF REGULATORY SERVICES STATUTORY RESPONSIBILITIES

Period: 1 February 2024 to 29 February 2024

Dogs Impounded by Central Coast Council

Number of Dogs Impounded	Dogs Claimed	Dogs to Dogs Home
3	3	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	3
Dog attacks on persons	0
Dog attacks on livestock/wildlife	0
Kennel licences issued	0
Kennel Licence Renewals	0
Permits under <i>Animal Control By-law No.1 of 2018</i>	0
Unregistered dogs located by Compliance	10
Wandering livestock	1

Dog Infringement Notices Issued

Off-lead in On-Lead Locations	Patrols	Cautions	Infringements
Buttons Beach	22	0	0
Midway Beach	30	0	0
Penguin Beach	30	0	0
Turners Beach	28	0	0

Patrols of Free Camping Areas

Camping Area	Patrols Conducted	Cautions Issued
Bannons Park	16	1
Battons Park	0	0
Forth Recreation Ground	29	67
67 Halls Point [Closed Area]	28	1
Nicholson Point	22	5
Penguin Surf Life Saving Precinct	28	0
Midway Point	32	56

Traffic Infringement Notices for Parking Offences

Traffic Infringement Location	Number Issued	Percentage
Alexandra Road	2	12.5%
Bannons Carpark	2	12.5%
Coles/Furner's Carpark	1	6.25%
Crescent Street, Ulverstone	0	-
King Edward Street, Ulverstone	2	12.5%
Main Road, Penguin	0	-
North Reibey Street Carpark	7	43.75%
Reibey Street	2	12.5%
Victoria Street	0	-
Wongi Lane	0	-

Water Sampling / Testing (Public Health Act 1997, Rec Water Guidelines 2007)

Sample Location	Number of Samples Tested	Number of non-compliant Results
Beach – Midway Point Beach	4	0
Beach – Penguin Surf LS Club	4	0
Beach – Johnsons Beach	4	0
Beach – Penguin Main Beach	4	0
Beach – West Ulverstone Beach	4	0
Beach – Picnic Point Beach (East)	4	0
Beach – Ulverstone Surf LS Club	4	0
Beach – Turners Beach	4	0
River – Ulverstone Wharf	4	0
Pool – East Ulverstone Indoor	2	0
Pool – Ulverstone Water Slide	4	0
Self-Testing Locations	-	
Pool – Mt St Vincent Home	1	0
Pool – Beachway Hotel	0	0
TOTALS	43	0

Environmental Health Complaints

Complaint Type	Number of Complaints	Complaints Resolved
Food Business	-	-
Registerable Business	-	-
ENVIRONMENTAL (EMPCA)		
Community Noise	2	Yes
Building Noise	-	-

Backyard Burning	1	Awaiting evidence
Chimney Smoke	1	Yes
Smoke nuisance	–	–
General Pollution (Inc. sewer spills)	5	3 – Yes 1 – Pending* 1 – Ongoing**
Water Pollution	1	Yes
Odour	2	Yes

*Pending removal of Gravel 8/3/24 by State Growth

** Ongoing dust migration from Rawson Street Subdivision

Food Business (Food Act 2003)

Food Business Registration Type	Number Registrations Issued	Number Registrations Renewed
Fixed	1	–
Mobile (Statewide)	–	–
Notifiable (P3–N, P4, Non–renewable)	1	–
One–off Events	1	–
Roadside Vending	–	–

Food Business Inspections Conducted	Fixed	Mobile	One–Off Events
Pre–registration/Initial	1	–	–
Scheduled	2	–	–
Complaint	–	–	–
Re–Inspection/Follow up		–	–
Mobile – inspected for another Council	–	–	–
Mobile – inspected by another Council	–	–	–
Request from Department of Health – Outbreak response	1	–	–

Food Business Closures	Fixed	Mobile
Failed to register	–	–
Moving to new premises	–	–
Closed business/no longer operating	1	–
One Off Events	–	22 (All expired one day events)

Non-compliance – Further Action	Fixed	Mobile	One-Off Events
Improvement Notice	–	–	–
Infringement	–	–	–

Registerable Business PHRA (Public Health Act 2003)

PHRA Registerable Health Risk Activity Registerable Business	Registrations Issued	Registrations Renewed
PHRA – Registered Premises	1 – Pending Inspection for Cosmetic Tattooing	–
PHRA – Licensed Persons	2 – Pending Inspection (2 staff for same PHRA business)	–
PHRA – Regulated Systems Cooling Towers	–	–
PHRA – Private Water Supplier and Carters	–	–

Inspections Conducted	Pre-Registration	Re-Inspection	Scheduled	Complaint
PHRA Premises	–	–	–	–
PHRA Operator	–	–	–	–
Regulated System	–	–	–	–
Private Water Supplier / Carter	–	–	–	–

Closures	Failed to Register	Moving to new Premises	Closed
PHRA Premises	–	–	–
PHRA Operator	–	–	–
Regulated System	–	–	–
Private Water Supplier / Carter	–	–	–

Non-Compliance – Further Action	Failed to Register	Moving to new Premises	Closed
PHRA Premises	–	–	–
PHRA Operator	–	–	–
Regulated System	–	–	–
Private Water Supplier / Carter	–	–	–

Immunisation Clinics

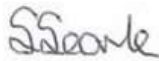
Immunisation Clinics	Number of Clinics	Number of Students/Staff	Other
School Based	–	–	–
WH&S	–	–	–
Enquires and Certificates	–	–	–

On-Site Wastewater Systems (Building Act 2016)

On-site Wastewater Management Systems	Total
Assessments	7 (Not all processed)
Approvals	2
Rejections	1 – Location not appropriate
Inspections	3
Compliance	

Other Licenses and Approvals

Other Licenses and Approvals	Assessments	Approvals
Place of Assembly (POA) License	3 Received – all events scheduled for March 2024	Pending – waiting on documents
Environmental Health Officer Report (Form 49)	1 – Ongoing	Pending – No EHO available to assess
Occupancy Permit (EHO – Form 50)		



Samantha Searle
ACTING CHIEF EXECUTIVE OFFICER

Central Coast Community Safety Partnership Committee

TERMS OF REFERENCE

March 2024

BACKGROUND

The Central Coast Community Safety Partnership Committee is a Special Committee of the Central Coast Council, established under the *Local Government Act 1993*.

PURPOSE

The purpose of the Central Coast Community Safety Partnership Committee (the Committee) is to collaborate, consider and advise Council on ways to maintain, improve, resolve and progress issues that impact on community safety and crime prevention across the Central Coast.

The Committee provides input on:

- Safety issues, including security of open spaces and public areas, lighting, and transport
- Collaborative approaches to community safety and crime reduction and prevention initiatives
- Alcohol-related crime and anti-social behaviour issues
- Investigation of local crime hot spots and areas of community concern
- Local crime data
- Relevant grant funding applications

The role of this Committee is purely advisory and may not commit Council resources. The Committee is to work within the framework of the Central Coast Council's Strategic Plan and does not deal with operational matters. It should be noted that employees of the Council are not subject to the direction of the Committee or any of its members.

MEMBERSHIP

Membership of the Committee comprises of 14 members representing a range of community and stakeholder groups.

Membership of the Committee is as follows:

- One representative from Tasmania Police
- One representative from Housing Choices
- One representative from the Department for Education, Children and Young People
- One representative from the Department of Health
- One representative from the Central Coast Chamber of Commerce and Industry
- One representative from the Ulverstone Neighbourhood House
- Three Community Representatives

Council representatives on the committee are:

- Mayor (Chair)
- One other Councillor
- Director Community, Growth and Development
- Community Wellbeing Officer
- Public Safety Officer

TERMS OF OFFICE

Members are appointed for a four-year term to coincide with Local Government elections. If a casual vacancy occurs, any new person appointed will be appointed only until the next Local Government election, regardless of when their appointment occurs.

Council appointments will be made according to position. Community Representative appointments will be made through a public process, with consideration given to achieving diversity of age, gender, geographic representation, and other factors as determined by the Council. Organisational representatives will be appointed by the Council seeking a nomination from the organisation.

The terms of members are subject to the conclusion of the Committee when all membership will cease.

MEETING SCHEDULE

Meetings will be held quarterly, with a schedule for the year ahead to be determined at the first meeting of each calendar year.

A meeting will be limited to a maximum of 90 minutes duration unless the Committee resolves to extend the meeting to a particular time or until the completion of business.

MEETING PROCEDURES

Meetings will be conducted in accordance with Local Government (Meeting Procedures) Regulations 2015.

The Council will ensure that each meeting is recorded with the minutes being reported to the next Council meeting.

A quorum is required for a meeting to proceed and will be half the membership plus one. If a quorum is not present within 30 minutes of the commencement time of the meeting, it will become an informal meeting with no recommendations or decisions made.

The Mayor chairs the Committee meetings and in their absence, that responsibility is undertaken by the Director Community, Growth and Development.

The Chair directs the progress of the Committee meeting. Subject to any determination by the Chair, each item is to be dealt with in the order in which it appears on the agenda.

The Chair's role is to facilitate the conduct of the meetings and ensure the Committee focuses on its primary goal and objectives.

This Committee is advisory and should have the intention of reaching consensus when endorsing items and recommendations. It has no authority to make decisions on behalf of the Council.

It will be at the discretion of the Chair when a matter is to be put to the vote. In such circumstances, voting is to be by way of a show of hands. For a vote to be carried the matter

must be supported by a majority of members present, with the Chair having a casting vote in the event the vote is tied.

NEXT REVIEW DATE

These Terms of Reference will be reviewed at the first meeting after Local Government elections.

Amendments to these Terms of Reference may only be determined by the Council.



Central Coast Council

Electoral Signage Policy

February 2024

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PURPOSE

It is imperative that the Council retains its apolitical status during election campaigns and that all candidates have equal opportunities to display their election signage. Therefore, election advertising and signage on land owned or controlled by the Council is strictly prohibited.

SCOPE

This Policy covers all electoral signage which includes any form of visual or electronic display designed to promote a candidate or political party participating in an election at Federal, State, or local level, or any other election that may take place.

The Policy does not cover signage displayed as part of a sponsorship agreement between a member of a political party and a sporting/community club or organisation.

It does not include the Australian Electoral Commission or Tasmanian Electoral Commission signage at polling booths located within Council-owned or managed facilities or on Council-owned or managed land. This is deemed as permitted and is not subject to this Policy.

POLICY STATEMENT

The Council is committed to the application of good governance principles and high standards of integrity. The Council will remain apolitical throughout election cycles.

The Council does not permit electoral advertising signage to be affixed to any Council-owned, controlled, or managed land or building, except that election candidates will be permitted to display election signage on registered vehicles and trailers on Council-controlled roads. Trailers not attached to vehicles are prohibited.

Any signs that are placed on property owned or managed by the Council will be removed. The candidate will be directed to remove the signage, and if the signage is not removed within the specified timeframe provided, the Council will arrange for the removal and on-charge the cost of the removal to the candidate or the party they are a candidate for (if not an independent candidate) should the on-charge cost not be paid within the required timeframe.

When placing an election sign in the Central Coast Council municipal area, signs must:

- Have permission from the property owner before placement of the sign.
- Be properly supported and maintained so as not to create potential safety hazards.
- Not project over footpaths or property boundaries.
- Not obstruct any road safety signage on privately owned land; and
- If on privately owned land, must have the consent of the landowner and comply with the Tasmanian Planning Scheme.

Electoral signage can be exempt from planning approval provided that the election signage satisfies the following requirements:

- (a) Must not encroach on any road or other public land.
- (b) Have a maximum area of 1.5m².
- (c) Must not be erected more than eight weeks before the polling date; and
- (d) Must be removed within seven days after the polling date.

Election signs beyond the exemption are generally prohibited. However, campaign materials can be displayed on an existing approved sign, e.g. existing billboard, provided that:

- (a) The sign has not changed in dimension, proportion, or location; and
- (b) If an illuminated sign, the method of illumination has not changed.

Candidates should seek confirmation from the Council before erecting or displaying election signage.

LEGISLATION AND OTHER RELATED STANDARDS

This Policy was developed in accordance with:

RELEVANT LEGISLATION

There are regulations relating to the erection and display of election signs that must be adhered to by candidates.

The *Land Use Planning and Approvals Act 1993* requires some signage to have planning approval.

There are other regulations that may apply restrictions for signs on public land such as:

- Section 46(2) of the *Crown Lands Act 1976* – Signs are prohibited on Crown land except having the authority or consent of the Minister.
- Section 109(1) of the *Electricity Supply Industry Act 1995* – Signs on power poles are prohibited except with authority approval. Penalties apply.
- Section 78 of the *Traffic Act 1925* – Electronic billboards on public streets or public places are prohibited except in limited circumstances. Penalties apply.

The Australian Electoral Commission and the Tasmanian Electoral Commission also produce information for candidates with advice regarding election signs.

RELATED POLICIES/DOCUMENTS

- Central Coast Council Election Caretaker Period Policy.

REVIEW

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

Date of approval: / /

Approved by:

BARRY OMUNDSON
CHIEF EXECUTIVE OFFICER