

Subject to Confirmation



**MINUTES
OF THE COUNCIL MEETING HELD AT THE
COMMUNITY ADMINISTRATION CENTRE (CAC), 47 COLE
STREET, SORELL ON 21 APRIL 2015**

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The meeting commenced at 6.00 pm with Mayor Vincent in the Chair.

Mayor Vincent welcomed those present to the Council Meeting. He also welcomed Alex Farrow who had recently moved from Lindisfarne to live at Sorell and Tina House, Council's new Manager Finance & Information.

1.0 ATTENDANCE

Mayor K Vincent
Deputy Mayor B McDonald
Councillor V Gala
Councillor G Evans
Councillor C Torenius
Councillor N Reynolds
Councillor L White
Councillor D De Williams

2.0 APOLOGIES

Councillor K Degrassi (Leave of Absence)

STAFF IN ATTENDANCE

R Higgins	General Manager
R Fox	Manager Engineering & Regulatory Services
J Radford	Manager HR, Customer & Community Services
Tina House	Manager Finance & Information
John Molnar	Senior Planner
B Spaulding	Personal Assistant to the General Manager

3.0 DECLARATIONS OF PECUNIARY INTEREST

The Mayor requested any councillors to indicate whether they had, or were likely to have, a pecuniary interest in any item on the agenda.

No Councillor indicated they had, or were likely to have, a pecuniary interest in any items on the agenda.

4.0 CONFIRMATION OF THE MINUTES OF 17 MARCH 2015

RECOMMENDATION

“That the Minutes of the Council Meeting held on 17 March 2015 be confirmed.”



52/2015 De WILLIAMS/REYNOLDS

“That the recommendation be accepted.”

The motion was put.

For: Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald and Vincent

Against: None

The Motion was **CARRIED**.

5.0 MAYOR’S REPORT**RECOMMENDATION**

“That the Mayor’s communication report as listed be received”

This communication is provided as a courtesy, any items that require Council action and/or decision will be listed as separate agenda items. Any Councillor requiring information on any matter contained in the communication report please contact the Mayor at any time.

- Council meetings, workshops and DASC as required
- Attended Bream Creek Show
- Attended State championships at Carlton Park Surf Club
- Visited Girl Guides in new hall
- Conducted Seniors Advisory Group meeting
- Presented to Southern Midlands Council, Edmund Rice plans
- Council Cap Ex bus tour with councillors and staff
- Met with RDA re: SERDA Infrastructure plan
- Met with Cheri Allanby re: horse programme for school children
- Met with Brian Hall re: Tourism Development Fund
- Attended Okines Kids Fiesta
- Attended STCA meeting
- Attended Dunalley RSL Honour Boards presentation
- Participated in Color Run Youth event
- Met with Russel Dorrell re: Heritage Centre
- Met with group representing Mountain Bike Circuit Development on the East Coast
- Had discussions with Peter Skillion TFGA re: agriculture activities
- Discussed STCA activities with Brenton West CEO
- Conducted SERDA meeting
- Attended Houston Farms Lewisham farm launch
- Conducted STAARC meeting

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53/2015 WHITE/De WILLIAMS

“That the recommendation be accepted.”

The motion was put.

For: Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald and Vincent

Against: None

The Motion was **CARRIED**.

6.0 SUPPLEMENTARY ITEMS**RECOMMENDATION**

“That the Council resolve by absolute majority to deal with any supplementary items not appearing on the agenda, as reported by the General Manager in accordance with the *Local Government (Meeting Procedures) Regulations 2005*.”

In accordance with the requirements of Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2005*, the Council by absolute majority may approve the consideration of a matter not appearing on the agenda, where the General Manager has reported:

- a) The reason it was not possible to include the matter on the agenda; and
- b) That the matter is urgent; and
- c) That advice has been provides under section 65 of the *Local Government Act 1993*.

GYPSY BAY GROYNE – TENDER – TO BE DEALT WITH IN CLOSED MEETING ‘IN COMMITTEE’ ITEM 14.3.**54/2015 McDONALD/EVANS**

“That the recommendation be accepted.”

The motion was put.

For: Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald and Vincent

Against: None

The Motion was **CARRIED**.



7.0 COUNCIL WORKSHOPS REPORT

The following Council Capital Works Bus Tour / Workshop was held on 31 March 2015.

Date	Purpose	Councillor Attendance	Councillor Apologies
31 March 2015	Council Capital Works Bus Tour and Workshop	Degrassi, Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald & Vincent	

8.0 DEPARTMENTAL REPORTS

RECOMMENDATION

“That the Departmental reports as listed be received.”

8.1 GOVERNANCE – ROBERT HIGGINS, GENERAL MANAGER

- Met with NBN Co, Liz Banks Department of Education and Owner/Developer of joint EOI/MOU CAC land – 24th March.
- Met with RDA, Mayor and Clarence City Council Mayor and GM – 30th March.
- Councillor 15/16 budget bus tour – 31st March.
- Met with DHHS re: Pittwater Community Centre redevelopment and Asset Valuation consultant – 2nd April.
- STCA meeting – 13th April.
- SERDA meeting – 17th April.
- SMT and budget meetings, DASC and Council workshops – as scheduled.
- Council ordinary meeting – 21st April.

8.2 ENGINEERING & REGULATORY SERVICES – RUSSELL FOX, MANAGER

Neil Davis carpark construction is well underway and the construction of the Gypsy Bay rock groyne extension was re-tendered and closed on the 18 March 2015.

Meetings attended included:

- Road Asset valuation and bridge inspection engineering consultants
- Planning consultants about revision of Sorell township structure plan
- Department of Housing over Pittwater community centre



- Major irrigator concerning planning limitations relating to land zoning
- Residents concerning status of Homeward Drive
- Regular Work, Health and Safety committee meetings

During the month of March, Council received a request to waiver Fees for the following proposals. As per Council's Policy Number 9 of 2005 Part B Not-for-profit Community Based Organisations can apply for waiver of fees, approved under the delegation of General Manager.

Name & Address:	Project:	Fees Waived:
Midway Point Neighbourhood House, 32 Hoffman Street Midway Point	Additions to Building (multi-use room, toilets, meeting room and store) requiring variation to front setback	Planning - \$439.00 Building and Plumbing Applications not lodged at this stage
Dunalley Fire Station, Bay Road Dunalley	Additions to Building including Patio and new Outbuilding	Planning - \$577.00 Building and Plumbing Applications not lodged at this stage
Dunalley Neighbourhood House, Arthur Highway Dunalley	Additions to Building including Kitchen addition and minor internal works	Planning - \$200.00 Building - \$452.00 Plumbing - \$283.66
Bream Creek Show 138 Marion Bay Road, Copping	Temporary Occupancy Permit	Building - \$76.00
69 Allanby Street, Copping - Copping Hall	Shipping Container	Building - \$202.00
10 Booth Street, Dunalley	New Dwelling (Replacing Lapsed Building Permit works not commenced within 12 months – Plumbing replacement not required)	Building \$327.00



DEVELOPMENT ASSESSMENT – (Jenny Richmond)

The following table provides details of the overall planning, plumbing and building applications received for the year 1 March 2015 to 31 March 2015:

Application Type		2015
Planning including Subdivisions		94
Plumbing		72
Special Plumbing		30
Building		80

337 CERTIFICATES – (Jill Ray)

Council also processed 47 certificates in March which relate to the sale of properties as detailed below (337 certificates).

January 2015	February 2015	March 2015
21	39	47

The amount completed in January was lower than usual due to many solicitors' offices being closed over the Christmas and New Year break. February and March were higher than usual due to many vacant blocks being bought with the First Home Builders' Grant.

PLANNING – (Jenny Richmond)

Details of applications received during the period January, February, and March 2015.

Type	January 2015	February 2015	March 2015
DA's	26	22	31
SA's	2	1	3
PSA's	0	1	0
STR	0	1	2
ADH	1		0
Total	29	25	36

Legend:

DA's – Development Applications

SA's – Subdivision Applications includes Boundary Adjustments

PSA's – Planning Scheme Amendments

STR – Strata Applications

ADH – Adhesion Orders

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DEVELOPMENT ASSESSMENT SPECIAL COMMITTEE –
(John Molnar/Jenny Richmond)

The Development Assessment Special Committee met twice during the month on the 10th and 31st March 2015. Minutes for the latter form part of this agenda.

DELEGATED AUTHORITY – (John Molnar/Jenny Richmond)

During the month of March a total of 36 planning approvals / permits were issued including;

- 24 Applications were approved as Permitted Developments (including PD4); and
 - 12 Applications were approved as Discretionary Developments.
- 14 proposals were received which complied with Planning Directive 4, PD4 ie: no Permit required.

20 applications were approved under delegated authority with the remaining two being a subdivision amendment approved at DASC meeting on 31 March and minor development application amendment approved at Council meeting 10 March 2015.

APPEALS – (John Molnar)

There are currently three appeals lodged with the Resource Management and Planning Appeals Tribunal which all relate to Council's refusal of the respective applications.

The matter of the 28 lot subdivision relating to Lot 30 Montagu Street, Sorell has seen the appellant vacating the hearing pending further negotiations with Council officers with the Tribunal asking for an update by the 16 April.

The matter of the refusal of the dwelling at 237 Lewisham Scenic Drive, Lewisham has seen both parties agreeing by consent for the application to be approved based on additional planning conditions.

The final matter of the refusal of the boatshed at Gynns Point, Lewisham has resulted in a directions hearing and intended onsite mediation on the 14th April.



STRATEGIC PLANNING – (John Molnar)

As a result of Council's final submissions to the Tasmanian Planning Commission (TPC) a response by way of a "Directions Notice – Draft Sorell Interim Planning Scheme (SIPS) 2014 has been received by Council on the 18 March 2015. As a consequence a report has been included in this agenda requesting Council's endorsement of the SIPS document and associated land use zoning maps and subsequent presentation to the Minister of Planning for his declaration.

Council planning staff have provided their responses to the consultants working on the review of the Sorell Township Master Plan 2009. The revised draft document will be provided to councillors prior to the presentation to the public for their comments.

BUILDING – (Rhiannon Baines)

A Total of 28 Building Applications were Approved in March 2015. The workload has still increased due to the First Home Owner Grant needing to obtain approvals to secure the grant.

March 2015

PROPOSAL:	TOTAL:
New Dwellings	18
Extensions & Alterations	5
Garages & Outbuildings	1
Other	4
TOTAL:	28

BUILDING COMPLIANCE – (Sally Hill)

Details of building enforcements Issued and Resolved during February 2015 and March 2015:

Type Issued	February	March	Total	Year to Date 2015
BN GM	3	0	3	4
BO GM	1	5	6	8
BID	0	0	0	0
BN BS	0	0	0	0
BO BS	0	0	0	0
EO GM	0	0	0	0
Total	4	5	9	12



Type Resolved	February	March	Total	Year to Date 2015
BN GM	1	4	5	5
BO GM	2	5	7	7
BID	2	2	4	4
BN BS	0	0	0	0
EO GM	0	0	0	0
Total	5	11	16	16

Legend:

BN GM – Building Notice General Manager
BO GM – Building Order General Manager
BID – Building Inspection Direction
BN BS – Building Notice Building Surveyor
BO BS – Building Order Building Surveyor
EO GM – Emergency Order General Manager

During this reporting period, Council's Building Surveyor received 4 new enquiries requiring investigation to determine whether enforcement action under the *Building Act 2000* was required. One of the Building Order's issued also required the revocation of a Building Permit for the works due to notification that the building work was undertaken prior to the issuing of the Building Permit, and thus a Permit of Substantial Compliance is now required to be obtained to legalise the building works.

PLUMBING – Brian Dorman/Michael Wiggins

There were 27 Plumbing Applications assessed for March 2015.

There were no Plumbing Orders issued in March 2015.

Plumbing Officers attend each Development Assessment Meeting weekly to view incoming Development Applications received.

DEVELOPMENT ENGINEERING – (Leon Ashlin)**Assessments**

Development Engineering has examined 34 applications for the March period which required engineering input as follows:

Category	December 2014	January 2015	February 2015	March 2015
Developments	31	21	18	24
Subdivision	2	2	1	2
Building				6
Final Plan of Survey	3	4	2	2
Total	36	27	21	34



Development Engineering Compliance

Development Engineering is continuing to actively undertake inspections and monitoring of approved developments under construction. Current developments under construction are as follows:

- 136 Penna Road, Midway Point – Stage 2 (JR & ME Investments)
- 166 Penna Road, Midway Point – Stage 1A (Lynmore Holdings)
- Gatehouse Drive, Sorell – Stage 2 (D Black)
- Cul-De-Sac off Pennington Drive, Sorell (N Rusher)
- Riviera Drive, Carlton - 23 lots (B Appleby)
- 75 Grevillea Street, Primrose Sands - 11 lots (P Simmonds) – recommenced
- Hoffman Street, Midway Point – Stage 1 - 13 lots (P Harback)
- Valley View Close, Sorell – Stages 3 & 4 (A Bayley)
- Horizon Drive Extension - Stage 3B (On Horizons P/L)

Audit inspections for new road, K&G, footpaths, driveways and stormwater infrastructure are ongoing for the above developments.

Other subdivisions under construction but placed on-hold for some reason:

- Sugarloaf Road, Carlton River - 24 lots - On hold by Developer

Subdivision Design Plans Received for Approval – (Future Construction):

- Nash Street, Sorell – Final Stage - 20 lots (Commencement in New Year)

Contract Construction/Design:

- Neil Davis Place Carpark Construction has been awarded to RM Worbey Constructions Pty Ltd. This project commenced on 9 March 2015. Anticipated completion will occur in May 2015.
- PDA are preparing design plans for Fulham Road (brow of hill between Carlton River and Connellys March Road), Primrose Sands Road realignment approximately 800m from Carlton River Bridge (Black Spot funding) and a section of Brinktop Road (frontage of 391 Brinktop Road).

ENVIRONMENTAL HEALTH – (Greg Robertson)

- Tender briefing conducted for Waste Management Service
- Advertised regulatory impact statement for Public Places By-law
- Completed the 2014/15 recreational water quality monitoring at beaches
- Noise complaint investigations for a range of issues including loud music
- Investigation of several complaints about failing septic tank systems and AWTS's
- Food business complaint investigation
- Assessment of SPP, DA & Subdivision applications
- Implementing the RegEnts module of propertywise
- Clean-up and investigation of asbestos dumping incident at the Sorell Recycling Centre
- Attended the mediation for the Lewisham Motor Yacht club planning appeal
- Approved two new food vans

COMPLIANCE – (Darren Carter)

Compliance officers attended to the following requests during March 2015:

Animals	March
Dog on beach/reserve	2
Dog at large	9
Dog attack – person	1
Dog attack – animal	2
Dog's found	7
Nuisance created by dog's	5
General request for action	8
Infringements issued for dogs	9
Enforcement	March
Fire Hazards	0
Littering Infringements	2
Parking infringements	1

DEPOT WORKS – (Sam Fenney)

This report is provided to brief Councillors of the current works program and the intended upcoming activities. While exact commencement timeframes for projects may vary and be subject to other reactive maintenance demands on resources, the report is intended as an indicative guide that may be of assistance in answering requests from the community.

Pembroke Park netball courts and soccer pitches.

- Court 4 concrete poured and expansion joints cut in. Court 3 sand, forticon and mesh complete ready for pouring mid April weather permitting.
- 20m lighting tower geotechnical report complete and applicable pile foundation cages constructed. Installation to be completed directly following netball court pour.

Swannies Bridge Nugent Road

- Bridge complete and on maintenance period. Approaches are yet to be sealed as unforeseen bad weather put sealing contractors behind schedule. Additional time and traffic on approaches will only improve compaction and end result. At completion of sealing the bypass will be removed.

Gypsy Bay Groyne extension

- 6 tenders were received for the Gypsy Bay Groyne extension, Council met with MAST and Burbury Consulting to assess tenders against selection criteria and expect to award tender shortly.

Road Construction Crew

- Continue construction of following roads to a sealed standard in accordance with the Urban Street Sealing Prioritisation Program - Gully Road Carlton and Sixth Avenue Dodges Ferry, Myrica, Petrel and Spirea Streets Primrose Sands.

Road Maintenance Crew

- Continue upgrade of footpath from pavers to concrete in Attunga Drive, Dodges Court and Forcett Street, Sorell. Installation of kerb and gutter in Fitzroy Street.

Stormwater Crew

- Installation of piped stormwater system and Park Beach and installation of underground detention basin.
- Extension of gravel footpath on Carlton River Road from approximately Convoy Road to Moomere Street.



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- S/W works and upgrade of footpath to a concrete standard from intersection of Carlton River and Carlton Beach Roads to Chaffeys Court.

Parks and Reserves Crew

- Maintenance – Parks staff will continue to undertake general maintenance of the various parks, playgrounds and reserves across the municipality.

ASSET ENGINEER – (Brenton Oakley)

Assetic's MyData (Asset Register) Software Implementation – Further Update

Assetic representatives again attended Council for the software implementation of the Maintenance Module as planned. In addition to the datasets for Transport and Buildings assets, we are now in the test phase of the Maintenance Activity Management.

This phase sees the link of the asset register with the GIS and allows users to allocate maintenance work tickets through the asset register. Once the development works between Assetic and Navision are complete, the Maintenance Activity process will track and capture all materials, plant and labour costs for any maintenance works.

CAC

The landscaping contractor has replaced the end stone in the vandalised dry-stone wall. A subsequent inspection was undertaken by the installer. He has confirmed his satisfaction of the construction and the application of the concealed high-strength mortar. Stating the visible lime mortar is only applied for aesthetics.

Discussions are being held with VOS regarding the return of securities for the Design and Construct contract of the CAC. Both the internal and external elements have completed the defects liability period, with minimal items requiring action.

Once agreement is reached, the process of audit and acquiring our NABERS rating will commence.

PROJECT ENGINEER - (Anthony Walters)

The Dunalley Hall Rebuild

Flag poles, monument and rammed earth walls are all in place.

Landscaping for the memorial garden surrounding the wall is currently being undertaken.

Dunalley Path & Streetscaping

Both viewing platforms are constructed and pedestrian crossing work has commenced. Works around the Waterfront café are scheduled to commence week starting 13/4/2015.

Dunalley Skatepark

Development Application will be advertised on Saturday 18 April 2015. Aboriginal assessment and Crown consent have been received.

Pelham St (Coles Plaza) Pedestrian Crossing

Consultation plan has been sent to residents with only one complaint regarding loss of parking in Pelham St, all other comments have been constructive/ positive.

Copping Hall – Storage Shed

Planning approval has been received.
Certificate of likely compliance has been received. Delivery of shipping container can now be organised.

Sorell Memorial Hall – Solar Power/Sound system

Contractor has been engaged to install solar power with works expected to be complete by the end of April. New sound system has been installed to the main hall.

Dodges Ferry Horse Riding Club

We have had two separate meetings regarding the preference for the budget allocation – we are waiting to hear back before proceeding.

Midway Point Hall

Design for the improved access to Community Op. Shop have been completed. Waiting on quotes from local contractors.



NRM FACILITATOR – (P Gray)

Tasman NRM officer and I attended the Youth Fiesta at Okines House Friday 10th April. Fifty native plants were planted and a stall was set up to discuss shorebirds and other environmental issues.

Discussions have been held with TasNetworks re: weed control under power lines of fire affected properties.

Site inspections have been carried out on properties requesting assistance under bushfire weed control project.

8.3 **HR, CUSTOMER & COMMUNITY SERVICES – JESS RADFORD, MANAGER**

COMMUNITY SERVICES**Manager met with/attended:**

- Preliminary Budget Meetings
- Senior's Advisory Group Meeting
- EA Meetings
- Malunna Staff Planning Meeting
- Meeting MEGT
- Capital Works Bus Tour
- DHHS RE: Capital Works at Pittwater Community Centre
- Scott Bailey RE: First Aid Training
- National Youth Week Colour Fun Run
- Council Workshop
- SMT x3
- Various other internal meetings

Annual Leave 6 – 24th March

HUMAN RESOURCES**Recruitment**

- Interviews – Early Childhood Teacher, Malunna – Interviews conducted 20 April
- Financial Accountant – Currently on hold
- Customer Service Trainee (through MEGT) – Interviews scheduled for 24 April

Resignation/termination

- Elizabeth Morrison – Customer Service Trainee (through MEGT) – 27 March.

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Common Services Provision – Work provided to other councils
21/2 – 20/3

- Development Engineer – 6.5 hours Tasman
- Building Surveyor – 9.75 hours Brighton, 14.75 hours Tasman

Common Services Provision – Work provided to Sorell 21/2 – 20/3

- Kim Hossack – Assisting Finance Department – approx. 3 days per week

Consultants

- Environmental Health Officer, Karen Loone – 2 days per week
- Youth Development Officer, Curtis Knox – 2 days per week
(Resource Sharing from Tasman Community Health Centre)

Employee Changes

- Scott Christian – completion of probationary period

Workers Compensation Claims

Depot

Back injuries x 2, Total LTI – 3732.5 Hours (466.5 days)

X1 - currently under QBE program for alternative job seeking and step down of wages to 85%.

X1 – step down of wages to 90%

Other injuries X2

Insect Bite – 26 hours LTI

Sprain – 12.5 hours LTI

Broken Tooth – 6.5 hours LTI

Children Services

Back Injury x1, Total LTI – 123.5 hours (15.4 days), scheduled to return to work on light duties from 13 May.

Indoor Workforce

Neck & Shoulder Injury x1 – No LTI

Training

- Contract Management Fundamentals – x 1 attendee
- CPR – x 1 attendee

Other

- Payroll – Super Stream set up and trial report sent to Quadrant
- EA management – preparation for meetings, legal consultation and union meeting management.
- Workers compensation liaison with QBE and legal consultation
- Legal consultation regarding workers compensation status



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COMMUNITY SERVICES

Customer Service

- 2242 external calls answered for the month of March
- Average Speed of Answer – 14 seconds
- Percentage of calls missed – 15.3%
- Green & Hard Collection Waste bookings

- Rates – 4th Instalment Due 25th March
- Receipting – February
 - Rates Payments Received 601
 - Dog Registrations Received 18
 - Reg. Applications Received 53
 - Other Payments 144
(Child Care, RV's, Infringements, Pound Release, Fees etc.)
- Processed 466 Colour Run Registrations
- Drafting of Customer Service Manual
- Drafted renewed Personal Information Protection Policy

Communications

- Sorell Times regular ad plus three articles: Imlay Street Park opening (front page), planning scheme update, Rotary donation to Dunalley Hall.
- Councillor Calendar – April/May
- Facebook 1027 Likes
- Article sent to Eastern Shore Sun re: Rotary donation to Dunalley Hall
- Internal Staff EA Updates
- STAARC community projects update distributed (Sorell and Tasman Council website, DTNH, STAARC Committee and Dunalley Hall Committee)
- Liaise with Mercury – Council Anzac Day & Volunteers Recognition Ad
- Council Projects Displays in CAC Foyer
- Website updated with information regarding:
 - Waste Management Services review
 - Easter office closure
 - New Sorell Planning scheme
 - Pembroke Park update

Media

- Media Release sent out re: Imlay street Park opening
- Imlay Street Park opening on Southern Cross News (13/03/15)
- Pembroke Park soccer Gala Day on Southern Cross News (14/03/15)
- Article and photo in the Mercury to promote the Colour Run (15/04/15)
- Media Release sent out re: the Colour Run

Current Community Engagement Activity

- Planning and promotions underway for Community Conversations (advertised on website, Facebook, Sorell Times & Street Signage).

Publications

- Parks and Beaches Guide – 500 copies reprinted
- Community Services Directed – 1000 copies reprinted
- Waterway Trail brochure – 1000 copies reprinted
- April *Community News* newsletter mailed to residents

Community Projects

- St George's Cemetery Storyboards – new storyboards will be created for along the fence of the cemetery on Pelham Street. Input from the community has been sought through our regular ad in the February edition of the Sorell Times.
- Imlay St Park Re-development
- Dunalley Hall Re-build
- Vancouver St Park Re-development
- Pembroke Park Developments

Halls

- Liaising with Department of Education in relation to new Agreement for Dodges Ferry Rec Centre
- Liaising with Dodges Ferry Kiosk RE: New Lease agreement
- Working with Dunalley Hall committee on Hall Opening and drafting a fee schedule
- Sound System installed at Sorell Memorial Hall
- Review of Fee Schedule for Community Facilities being undertaken

Events

- Youth Week Colour Run held with over 500 people participating
- Planning for event to mark Pembroke Park Stage One Completion
- Planning for Flyway Island (Vancouver St) Park Opening
- Imlay Street Park opening – Well attended and good media coverage
- Planning for National Volunteers Week – Volunteer Recognition Event
- Planning for the Dunalley Hall opening

Community Projects

- St George's Cemetery Storyboards – new storyboards will be created for along the fence of the cemetery on Pelham Street. Input from the community has been sought and the historical society is involved.
- Storyboard at Imlay Street Park installed.
- Working with Crl Evans and the historical society on a storyboard for Pembroke Park.
- Dunalley Hall Storyboard being developed.

Individual Sporting Sponsorship

- Eliza Westland – State u18 Hockey, Adelaide 8-16th April
- Julia Direen – Australian Junior Athletic Championship, Sydney 11-15th March
- Britney Wilson – Australian National Paralympics - Boccia, 14th May
- James Wilson – Australian National Paralympics - Boccia, 14th May

Grants

- Submitted Tas Community Fund Grant Application to fund a Youth Co-ordinator at the Youth Centre (\$87 129.00)
- Submitted Tas Government Education and Care Unit Minor Infrastructure Grant application for bathroom upgrade works at Malunna (\$24 765.00)
- Council's Community Assistance Grants Programs opens on 1st May – close 31st May

Youth

- Meetings with YAG Group
- Staff attended Okines Youth Week Event
- Tas Community Fund application
- School Association Meeting
- Promotion of Youth Week Colour Fun Run
- Supporting YAG members to sell raffle tickets at local shopping centres and Bendigo Bank BBQ
- Youth Centre Development continues



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- Currently liaising with Whitelion, TasTafe, PCYC (Hobart & Clarence), YMCA, Hobart City Council, Glenorchy City Council, Southern Midlands Council, Anglicare & National Job Link in relation to servicing the Sorell Municipality.

Currently working with/supporting the following Community Groups/Organisations on Various Issues

- South East Soccer Club
- Sorell RSL RE: Lease Agreement
- Dodges Ferry Football Club
- Dunalley Hall Committee
- Sorell Football Club

CHILDREN'S SERVICES

Malunna

- Currently 56 families enrolled, totalling 65 children.

CENTRE VACANCIES					
	MON	TUES	WED	THURS	FRI
TOTAL	1	1	2	3	8

*Service licensed for 35 places per day

VAC

Operated 8th – 17th April

SERVICE USAGE					
	MON	TUES	WED	THURS	FRI
Week 1 - Children Attending	Closed	Closed	21	30	23
Week 2 – Children Attending	37	36	31	37	27

*Service licensed for 40 places per day

ASC

- Currently 24 families enrolled, totalling 35 children.

SERVICE USAGE					
	MON	TUES	WED	THURS	FRI
CHILDREN ATTENDING	19	14	11	16	16

*Service licensed for 30 places per day



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8.4 FINANCE AND INFORMATION – TINA HOUSE, MANAGER

Finance

Financial Management

- Budgets for 2015/16 for both operating and capital expenditure are currently being prepared.
- Reconciliations of ledger accounts between old Authority system and new NAVision are underway with all major accounts to be completed before end of financial year.
- Currently reviewing Finance department processes.

Revenue

- The fourth instalment notices have been sent to ratepayers in February. The final instalment of 2014/15 rates was due 25th March, 2015.
- Ratepayers that do not respond to 14 day reminder letters (following the fourth instalment due date) will be lodged with Tasmanian Collection Service for recovery next week.

Audit

- Initial planning meeting for 2015 audit to be held with Tas Audit Office, week commencing 20th April 2015.

Grants & Funding

- No update in March

Contract Management and Leases

- Following Council's lawyers (Abetz Curtis) draft standard lease templates being developed, discussions have now commenced with lessee's to address outstanding issues.

Information Technology and Communications

- Some issues were experienced during March with slow network access and lost information. All known occurrences have now been resolved.
- An ICT plan for 2015/16 for upgrade and system improvements has been included as part of the 2015/16 budget process.
- Scott Christian has commenced providing some support at Port Arthur (approx. 1 day per fortnight) over an initial eight week term.



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Information Management

- Nothing to report for March.

Insurance

- Nothing to report for March.

Staff Management

- New Manager Finance and Information commenced 30th March.
- With the establishment of new personnel in the finance department, further system training will be required and is underway.

Fleet Management

- No update this month.

Meetings

- Council meetings and workshops as required.
- Staff meetings with Finance & Information staff as required.
- Senior Management Team (SMT) meetings as required.

55/2015 McDONALD/REYNOLDS

“That the recommendation be accepted.”

The motion was put.

For: Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald and Vincent

Against: None

The Motion was **CARRIED**.

9.0 PETITIONS

No petitions were received.



10.0 LAND USE PLANNING

The Mayor advised in accordance with the provisions of Part 2 Regulation 25 of the Local Government (Meeting Procedures) Regulations 2005, the intention of the Council to act as a planning authority pursuant to the Land Use Planning and Approvals Act 1993 is to be noted.

In accordance with Regulation 25, the Council will act as a planning authority in respect to those matters appearing under item 10 on this agenda, inclusive of any supplementary items.

10.1 TO MOVE ITEM 11.3 'INSTRUMENTS OF DELEGATION AND STATUTORY APPOINTMENTS' LISTED IN AGENDA UNDER GOVERNANCE TO ITEM 10.4 IN THE AGENDA UNDER THE LAND USE PLANNING SECTION

RECOMMENDATION

"That Council agree to move Item 11.3 'Instruments of Delegation and Statutory Appointments' listed in Agenda under Governance to Item 10.4 in the Agenda under the Land Use Planning Section, as Council needed to act as a Planning Authority pursuant to the Land Use Planning and Approvals Act 1993 for this item."

56/2015 McDONALD/De WILLIAMS

"That the recommendation be accepted."

The motion was put.

For: Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald and Vincent

Against: None

The Motion was **CARRIED**.



10.2 DEVELOPMENT ASSESSMENT SPECIAL COMMITTEE MINUTES**RECOMMENDATION**

“That the minutes of the Development Assessment Special Committee (DASC) Meetings of 31 March 2015, as attached be noted.

57/2015 EVANS/McDONALD

“That the recommendation be accepted.”

The motion was put.

For: Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald and Vincent

Against: None

The Motion was **CARRIED**.

10.3 DEVELOPMENT APPLICATION NO. DA 2015 / 00046 - 1**32 HOFFMAN STREET, MIDWAY POINT**

APPLICANT: R HIGGINS

PROPOSAL: ADDITIONS TO EXISTING COMMUNITY BUILDING (NEIGHBOURHOOD HOUSE) VARIATION TO FRONT SETBACK TO HOFFMAN STREET

ADDRESS: 32 HOFFMAN STREET, MIDWAY POINT

RECOMMENDATION

“That Development Application No. DA 2015 / 00046 / 1 for additions to an existing Community Building (Neighbourhood House) requiring variation to the front setback at 32 Hoffman Street, Midway Point for R Higgins be approved subject to the following conditions:

1. Development shall generally be in accordance with the endorsed plans submitted on 23 February 2015 except as may be amended by the conditions of this permit.

NOTE: THE FOLLOWING ADVICE APPLIES TO THIS PERMIT

- This permit shall lapse at the expiration of two (2) years from the date on which it is granted if the development and use is not substantially commenced within that period.



- TasWater has provided their "Submission to Planning Authority Notice" which has no objection to the proposed development and no conditions;

Refer to TasWater Notice	T04 (attached)
Reference:	TWDA 2015/00411-SOR
Dated	26/03/2015

- This permit does not imply that any other approval required under any other by-law or legislation has been granted.
- Separate Building Approval may be required prior to commencement of the development.

You may appeal against the above condition/s, any such appeal must be lodged within fourteen (14) days of service of this notice to the Resource Management and Planning Appeal Tribunal, Level 1, 144-148 Macquarie Street Hobart 7001. ☎(03) 6165 6794 or email mpat@justice.tas.gov.au

58/2015 McDONALD/De WILLIAMS

"That the recommendation be accepted."

The motion was put.

For: Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald and Vincent

Against: None

The Motion was **CARRIED**.

10.4 SORELL DRAFT INTERIM PLANNING SCHEME 2014 – ENDORSEMENT AND SUBMISSION FOLLOWING NOTICE TO AMEND FROM THE MINISTER FOR PLANNING AND LOCAL GOVERNMENT

RECOMMENDATION

- A. "That the report be received and noted and that Council endorse the Sorell Draft Interim Planning Scheme 2014 at <http://www.iplan.tas.gov.au/Pages/XC.Home.Default.aspx?hid=111719> and associated zoning and overlay maps as amended in accordance with the Notice under Section 30D (6) of the Land Use Planning and Approvals Act 1993 from the Minister of Planning and Local Government dated 18 March 2015; and
- B. That Council provide the Sorell Draft Interim Planning Scheme 2014 at <http://www.iplan.tas.gov.au/Pages/XC.Home.Default.aspx?hid=111719> and associated zoning and overlay maps to the Minister for



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Planning and Local Government pursuant to section 30D (7) of the Land Use Planning and Approvals Act 1993 and request that the Minister, by notice in the Gazette, declare the Sorell Draft Interim Planning Scheme 2014 to be an Interim Planning Scheme pursuant to Section 30F of the Land Use Planning and Approvals Act 1993.”

59/2015 WHITE/REYNOLDS

“That the recommendation be accepted.”

The motion was put.

For: Gala, Evans, Torenus, De Williams, Reynolds, White and Vincent

Against: McDonald

The Motion was **CARRIED**.

10.5 INSTRUMENTS OF DELEGATION AND STATUTORY APPOINTMENTS

RECOMMENDATION

“That Council resolve:

- I. pursuant to Section 23AA(2)(c) of the Acts Interpretation Act 1931, to revoke all previous delegations as they relate to the Land Use Planning and Approvals Act 1993 only purported to have been made prior to 21st April 2015;
- II. to delegate the following functions and powers to the General Manager in accordance with Section 22 of the Local Government Act 1993; and that the General Manager sub-delegate functions and powers in accordance with Section 64 of the Local Government Act 1993, and if at any time the General Manager is unable to act, Council delegates the Function to the person acting as the General Manager at any time.”



Land Use Planning and Approvals Act 1993		
Function or Power	Person(s) to Whom Sub-Delegated	Conditions or Restrictions
Section 53(5A), (5B) & (5C) – Extension to permit	Manager Engineering & Regulatory Services Senior Planner Planning Officer	Only if original permit approved under delegation.
Section 48A – Notice to remove signs	Manager Engineering & Regulatory Services Senior Planner Planning Officer Municipal Inspector	Requires consultation with General Manager
Section 54 – to require additional information	Manager Engineering & Regulatory Services Senior Planner Planning Officer	
Section 55 – to correct mistakes amendments to a permit	Manager Engineering & Regulatory Services Senior Planner Planning Officer	
Section 56 – minor amendment to permit	Manager Engineering & Regulatory Services Senior Planner Planning Officer	Only if original permit approved under delegation.
Section 57(2) – Application for Discretionary permit – to refuse to grant a permit	Manager Engineering & Regulatory Services Senior Planner	
Section 57(5) – To extend the 14 day representation period	Manager Engineering & Regulatory Services Senior Planner Planning Officer	

Land Use Planning and Approvals Act 1993		
Function or Power	Person(s) to Whom Sub-Delegated	Conditions or Restrictions
Section 57(6) – to grant or refuse to grant a permit	Manager Engineering & Regulatory Services Senior Planner	<ul style="list-style-type: none"> • Subdivision will not create more than one (1) additional lot; • Not more than one statutory objection has been received in respect of the application; • Applicant and/or owner of subject property is not a Councillor, Council officer or his or her spouse or immediate relative; • Council is not the applicant; • Application does not involve Council owned land; • To determine applications where the applicant has refused to grant an extension of time in accordance with S. 57(6)(b) and (6A) to allow the application to be considered at a scheduled meeting of full Council.
Section 57(6) and (6A) – to extend the 42 day time period	Manager Engineering & Regulatory Services Senior Planner Planning Officer	
Section 57A - Mediation	Manager Engineering & Regulatory Services Senior Planner	
Section 58 – to grant permits unconditionally or subject to conditions or restrictions	Manager Engineering & Regulatory Services Senior Planner Planning Officer	<ul style="list-style-type: none"> • Applicant and/or owner of subject property is not a Councillor, Council officer or his or her spouse or immediate relative; • Council is not the applicant; • Application does not involve Council owned land; • To determine applications where the applicant has refused to grant an extension of time in accordance with S. 58(2) and (2A) to allow the application to be considered at a scheduled meeting of full Council.



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Land Use Planning and Approvals Act 1993		
Function or Power	Person(s) to Whom Sub-Delegated	Conditions or Restrictions
Section 58(2) - to extend time	Manager Engineering & Regulatory Services Senior Planner Planning Officer	
Section 64 – Civil enforcement proceedings	Manager Engineering & Regulatory Services Senior Planner	Requires consultation with General Manager.
Section 71 – Planning Authority may enter into agreements	Manager Engineering & Regulatory Services Senior Planner	
Section 73 – Bonds and guarantees	Manager Engineering & Regulatory Services Senior Planner Development Engineering Manager	
Section 73(A) – Payments and contributions for infrastructure	Manager Engineering & Regulatory Services Senior Planner Development Engineering Manager	
Section 74(3) – Duration of Agreement	Manager Engineering & Regulatory Services Senior Planner	
Section 75 – Amendment of Agreements	Manager Engineering & Regulatory Services Senior Planner	
Section 78 – Registration of Agreements	Manager Engineering & Regulatory Services Senior Planner	

60/2015 McDONALD/GALA

“That the recommendation be accepted.”

The motion was put.

For: Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald and Vincent

Against: None

The Motion was **CARRIED**.

11.0 GOVERNANCE

11.1 SOUTHERN WASTE STRATEGY AUTHORITY DECEMBER 2014 QUARTERLY REPORT

RECOMMENDATION

“That Council receive the Southern Waste Strategy Authority’s (SWSA) Report for the December 2014 quarter.”

61/2015 EVANS/REYNOLDS

“That the recommendation be accepted.”

The motion was put.

For: Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald and Vincent

Against: None

The Motion was **CARRIED**.

11.2 SOUTHERN WASTE STRATEGY AUTHORITY (“SWSA”)

RECOMMENDATION

“That Council resolve to advise the Southern Waste Strategy Authority that its preferred option is to maintain the Authority as a separate legal entity through 2015/16 to enable both the Authority and the STCA to further develop operational and governance proposals for Councils consideration.”



62/2015 McDONALD/EVANS

“That the recommendation be accepted.”

The motion was put.

For: Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald and Vincent

Against: None

The Motion was **CARRIED**.

12.0 FINANCE & INFORMATION

12.1 EXECUTIVE SUMMARY – FINANCIAL PERFORMANCE MARCH 2015 YTD

RECOMMENDATION

“That the Executive Summary – FINANCIAL REPORT MARCH 2015 YEAR-TO-DATE be received and noted by Council.”

63/2015 McDONALD/GALA

“That the recommendation be accepted.”

The motion was put.

For: Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald and Vincent

Against: None

The Motion was **CARRIED**.



13.0 QUESTIONS FROM THE PUBLIC

This time is allocated for questions from the public. Questions are to be kept brief and specific to the topic to which they relate.

Alex Farrow asked why there were no pedestrian crossings in Sorell. Was the divide in the road near McDonalds and the Coles Shopping Complex roundabout the only pedestrian refuge?

Russell Fox, Mgr Engineering & Regulatory Services advised that Council had been trying for years to arrange for a pedestrian crossing on Pelham Street. There had been a few issues with this and they were now waiting for the completion of the Neil Davis Car Park. There were pedestrian crossings in Stores Lane and one was proposed for Nash Street. There was also a focus on pedestrian traffic near the 'Ningana Aged Care Home.'

Mayor Vincent said with the footpath renewal program there were plans for road narrowing to assist pedestrians crossing of roads. Cllr Evans advised of traffic lights in Cole Street to assist pedestrians. Russell Fox also referred to the pedestrian refuges at the roundabout.

Alex also asked if Sorell had a Cultural Officer. She was advised that Jess Radford, Manager HR, Customer and Community Services was available in this area and there was an Arts and Cultural Working Group but not an individual officer.

Sharon Fotheringham ask about an article by Tony Mulder in the Sorell Times referring to the bypass. She asked was it back on the agenda or just a speculative statement. Mayor Vincent advised there was nothing happening with the bypass. He also said Shane Gregory from the Department of State Growth was examining traffic in and around Sorell, which also included the airport roundabout.

The meeting closed to the public at 6.58 pm

The closed meeting ended at 7.33 pm.



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64/2015 McDONALD/EVANS

That in accordance with **Regulation 15 (2) (e) and (c) of the Local Government (Meeting Procedures) Regulations 2005** the meeting be closed to enable the following matters to be discussed:

- 14.1 Confirmation of the Closed Minutes of the Council Meeting of 17 March 2015.
- 14.2 Sale of 25 Cole Street, Sorell
- 14.3 Gypsy Bay Groyne – Tender (Supplementary Item)
- 14.4 Authorisation to Disclose Confidential Information

“That the recommendation be accepted.”

The motion was put.

For: Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald and Vincent

Against: None

The Motion was **CARRIED BY AN ABSOLUTE MAJORITY.**

CONFIRMED

**MAYOR VINCENT
19 MAY 2015**

14.0 CLOSED MEETING



15.0 ACRONYMNS

ACWC	Arts & Cultural Working Committee
AGM	Annual General Meeting
AIMS	Asset Infrastructure Maintenance System
ASU	Australian Services Union
BRU	Bushfire Recovery Unit
CAC	Community Administration Centre
CLRS	Councillors
CPR	Cardiopulmonary Resuscitation
CRDSJA	Copping Refuse Disposal Site Joint Authority
DASC	Development Assessment Special Committee
DEDTA	Department Economic Development, Tourism & The Arts
DSG	Department of State Growth (formerly DIER)
DFCRCC	Dodges Ferry Community Recreation Centre Committee
DPAC	Department of Premier & Cabinet
EOI	Expressions of Interest
EPA	Environment Permit Authority
EYLF	Early Years Learning Framework
EWaste	Electronic Waste
GG	Girl Guides
GM	General Manager
ICT	Information Communication Technology
JAWS	JAWS Architects
KRA	Key Result Areas
LGMA	Local Government Manager's Association
LTI	Lost Time Injury
MAST	Marine & Safety Tasmania
MGR E&R	Manager Engineering & Regulatory Services
MGR F&I	Manager Finance & Information
MGR HR&CS	Manager Human Resources, Customer & Community Services
NBN	National Broadband Network
NRM	Natural Resource Management
PCYC	Police & Citizens Youth Club
RDA	Regional Development Australia
RSL	Returned Services League
RTI	Right to Information
SEI	South East Irrigation
SERDA	South East Region Development Association
SMH	Sorell Memorial Hall
SMT	Senior Management Team
STAARC	Sorell/Tasman Affected Area Recovery Committee
STCA	Southern Tasmanian Councils Association
SWSA	Southern Waste Strategy Association
TCF	Tasmanian Community Fund
TFS	Tasmania Fire Service
TOR	Terms of Reference
TW	Tas Water



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