

Subject to Confirmation



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

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The meeting commenced at 6 pm. with Mayor Vincent in the Chair.

Mayor Vincent welcomed all those present to the Council meeting. He advised that Russell Fox was Acting General Manager and that this was Jess Radford's last Council meeting prior to her taking maternity leave and wished her all the best.

## **1.0 ATTENDANCE**

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

## **2.0 APOLOGIES**

R Higgins          General Manager (Annual Leave)

### **STAFF IN ATTENDANCE**

R Fox                  Mgr Engineering & Regulatory Services (Acting General Manager)  
J Radford            Manager HR, Customer & Community Services  
T House              Manager Finance & Information  
P Gray                NRM Facilitator (Gallery)  
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 16 JUNE 2015**

### **RECOMMENDATION**

"That the Minutes of the Council Meeting held on 16 June 2015 be confirmed."



**106/2015 GALA/WHITE**

“That the recommendation be accepted.”

The motion was put.

For: Degrassi, 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.

- Okines Bring a Mate gathering.
- School Assoc. Meeting Clrs Torenus and De Grassi also attended.
- Arts and Cultural meeting Clr De Williams also attended.
- Met with Sorell on Stage (SOS) representative.
- Senior Advisory Group meeting.
- DASC, Council Workshop and meetings as required.
- The General Manager and I met with Rene Hidding.
- The General Manager and I met with representative from Dept. Sport and Rec.
- Attended community forum at Rebecca Whites office.
- Attended district CWA function at Forcett Hall.
- Attended STCA meeting with Will Hodgman as guest speaker.
- Attended Primrose RSL Annual dinner.
- Met with several developers re Dodges Ferry development.
- The General Manager and I met with Alan Garcia.
- Attended meeting at Trades Training Centre.
- Chaired meeting of the Pembroke Park Advisory Committee. Clrs Reynolds, De Williams , McDonald, Evans and White also attended.
- Attended SERDA meeting with KPMG re our infrastructure strategy.
- Chaired STAARC meeting.



- Attended Okines Community House National Aboriginal and Islander Day Observance Committee (NAIDOC) week function.
- Conducted Councils community grants presentation evening.
- Attended Okines Tucker and Tools evening.
- Attended Red Cross Morning Tea
- Met with Viv Alomes from Albie House re Youth Suicide Prevention
- Attended Causeway Club

### 107/2015 DEGRASSI/REYNOLDS

“That the recommendation be accepted.”

The motion was put.

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

Against: None

The Motion was **CARRIED**.

### 6.0 SUPPLEMENTARY ITEMS

There were no supplementary items.

### 7.0 COUNCIL WORKSHOPS REPORT

The following Council Workshop was held on 7 July 2015.

Date	Purpose	Councillor Attendance	Councillor Apologies
7 July 2015	Council Workshop	Gala, Evans, Torenus, De Williams, Reynolds, White, McDonald and Vincent	Degrassi

### 8.0 DEPARTMENTAL REPORTS

#### RECOMMENDATION

“That the Departmental reports as listed be received.”

#### 8.1 GOVERNANCE – ROBERT HIGGINS, GENERAL MANAGER

As the General Manager is away on Annual Leave there was no report available this month.



## 8.2 ENGINEERING & REGULATORY SERVICES – RUSSELL FOX, MANAGER

**PURPOSE:** To inform Council of the activities of the Engineering and Regulatory Services Department during the period 1 June 2015 to 30 June 2015. Regulatory Services include the following, Planning, Building, Engineering, Plumbing, Environmental Health, Works Depot, Asset Management, Natural Resource Management etc.

### ENGINEERING AND REGULATORY SERVICES – Russell Fox

The construction of the Gypsy Bay rock groyne extension continues with substantial completion of the extension scheduled for end of July. The Brinktop road re-construction was tendered publically on 4 July and closes on 29 July 2015. The Pelham St pedestrian crossing has been constructed and is in operation.

Meeting attended included:

- Airport planning co-ordination meeting
- Several meeting with waste management contractors to finalise contract documentation
- Community grants award evening
- Tas Audit consultant regarding compliance with recent recommendations to local government concerning asset management and valuation practises for the transport network.

(Jenny Richmond / Rhiannon Baines)

During the month of June, Council received requests to waiver Fee/s. 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.

<b>Name &amp; Address:</b>	<b>Project:</b>	<b>Fees Waived:</b>
32 Hoffman Street, Midway Point	Alterations to Community Hall	Completion Fee \$76.00 Building Permit Fee \$376 (Class 9b)
Blue Lagoon Christian Youth Camp	New Hall & Additions to existing buildings	Planning - \$577.00
S Devereaux obo David Walsh	Viewing Platform & Track Upgrade – Marion Bay	Planning - \$577.00
<b>32 Bay Street, Dunalley (June 2015)</b>	<b>Awning &amp; Outbuilding (TasFire) 22.2015.141.1</b>	<b>Building \$202.00 Plumbing \$283.66</b>



**DEVELOPMENT ASSESSMENT – (Jenny Richmond)**

The following table provides details of the overall planning, plumbing and building applications received for the year 1 June 2015 to 30 June 2015:

<b>Application Type</b>	<b>2015</b>
Planning including Subdivisions	185
Plumbing	146
Special Plumbing	61
Building	161

**337 CERTIFICATES – (Jill Ray)**

Council also processed 29 certificates in June which relate to the sale of properties as detailed below (337 certificates).

The amount of 337 Certificates has reduced in May and June as we believe property buyers were rushing to finalise sales prior to the First Home Buyers' Grant finishing in April (this has since been extended).

<b>March 2015</b>	<b>April 2015</b>	<b>May 2015</b>	<b>June</b>
47	54	39	29

**PLANNING – (Jenny Richmond)**

Details of applications received during the period of January, February, March, April, May & June 2015.

<b>Type</b>	<b>January 2015</b>	<b>February 2015</b>	<b>March 2015</b>	<b>April 2015</b>	<b>May 2015</b>	<b>June 2015</b>
DA's	26	22	31	35	21	29
SA's	2	1	3	4	5	0
PSA's	0	1	0		0	0
STR	0	1	2		2	
ADH	1		0		0	1
<b>Total</b>	<b>29</b>	<b>25</b>	<b>36</b>	<b>39</b>	<b>28</b>	<b>30</b>

**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 on the 23 June 2015 to consider an application for a ten lot subdivision at Hoffman Street/Reynolds Road Midway Point. It was subsequently approved with condition.

**DELEGATED AUTHORITY – (John Molnar / Jenny Richmond)**

During the month of June a total of 25 planning approvals / permits were issued including;

- 12 Applications approved as Permitted Developments; and
- 13 Applications approved as Discretionary Developments.

Of the 12 permitted developments approved under delegation, 6 proposals were received which complied with Planning Directive 4, PD4 ie: no permit was required.

In summary 23 applications were approved under delegated authority with the remaining one approved by Council at its meeting of the 23 June 2015 and one approved by consent agreement under direction of the Planning Appeal Tribunal (see section directly below).

**APPEALS – (John Molnar)**

The refusal by Council of the boatshed for the Lewisham Motor Yacht Club Inc. at Gwynns Point, Lewisham has now been resolved. Councils decision has been varied by the Appeal Tribunal (following consent agreement by all parties) resulting in approval and a planning permit, with conditions, being issued.

The matter of Council's refusal of the 28 lot subdivision relating to Lot 30 Montagu Street, Sorell has now been resolved with the appellant withdrawing his appeal.

**STATUTORY PLANNING – (John Molnar)**

I, and relevant Council staff, have met with proponents concerning two planning applications to discuss issues raised by representations. Both planning applications are still to be considered by Council.



There have been a number of discussions and meetings between planning staff and prospective property owners and developers. This has been a direct result of the impending Sorell Interim Planning Scheme 2015 (SIPS) and as a result planning staff are providing information concerning both the existing Sorell Planning Scheme 1993 and the SIPS with particular note of the differences in planning requirements such as use classes and development standards.

There have been a number of recent planning applications lodged under the present planning scheme in view of the impending new planning scheme.

I participated in a webinar (virtual discussion) organised by the Local Government Association of Tasmania (LGAT), together with participants from other councils, to consider the proposed legislation for the Tasmanian Planning Scheme ie Land Use Planning and Approvals (Tasmanian Planning Scheme) Amendment Bill 2015.

### **STRATEGIC PLANNING – (John Molnar)**

Following the endorsement of the Draft Sorell Interim Planning Scheme (SIPS) 2014 document and associated land use zoning maps at the meeting of the 21 April a letter was sent to the Minister of Planning requesting that he declare the planning scheme.

I have now met with the Executive Commissioner and staff of the Tasmanian Planning Commission (TPC) on the 12 June and 6 July to progress the declaration and the subsequent public advertising, assessment and response to the TPC. It is now anticipated that this would occur near the end of July.

Discussions have also recently occurred with owners of land whose proposed zoning, endorsed by Council, had not been approved by the TPC for the interim planning scheme.

Submissions to the Sorell Township Master Plan 2015 Update are presently being assessed by Council staff and consultants, Aurecon. A revised document will subsequently be presented as an agenda item to Council for their consideration and endorsement.

### **BUILDING – (Rhiannon Baines)**

#### **June 2015**

A Total of **28** Completion Certificates (Building Work) were issued in June 2015.





A Total of **26** Building Applications were Approved in June 2015 (details below).

<b>PROPOSAL:</b>	<b>TOTAL:</b>
New Dwellings	17
Extensions & Alterations	1
Garages & Outbuildings	3
Other	5
<b>TOTAL:</b>	<b>26</b>

### **BUILDING COMPLIANCE – (S Hill)**

Details of building enforcements Issued and Resolved during May 2015 and June 2015:

<b>Type Issued</b>	<b>May</b>	<b>June</b>	<b>Total</b>	<b>Year to Date 2015</b>
BN GM	2	2	4	11
BO GM	3	3	6	18
BID	2	2	4	5
BN BS	0	0	0	0
BO BS	0	0	0	0
EO GM	1	3	4	4
<b>Total</b>	<b>8</b>	<b>10</b>	<b>18</b>	<b>38</b>

<b>Type Resolved</b>	<b>May</b>	<b>June</b>	<b>Total</b>	<b>Year to Date 2015</b>
BN GM	0	1	1	6
BO GM	0	3	3	10
BID	0	5	5	11
BN BS	0	1	1	1
EO GM	0	0	0	0
<b>Total</b>	<b>0</b>	<b>10</b>	<b>10</b>	<b>28</b>

**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 the month of June 2015, Council's Building Surveyor received 11 new enquiries requiring investigation which follows on from last month of 16 enquiries in addition to other illegal works identified via statutory building inspections. Three Emergency Orders were issued which were a priority over other older complaints due to unsafe building conditions existing. It will take some time to fully investigate all enquiries at the moment, given the current workload.



**PLUMBING – Brian Dorman**

There were 17 Plumbing Applications assessed for June 2015.

There were no Plumbing Orders issued in June 2015.

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

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

Development Engineering has examined **36** applications for the June period which required engineering input as follows:

<b>Category</b>	<b>January 2015</b>	<b>February 2015</b>	<b>March 2015</b>	<b>April 2015</b>	<b>May 2015</b>	<b>June 2015</b>
Developments	21	18	24	35	19	31
Subdivision	2	1	2	4	4	3
Building			6		7	9
Final Plan of Survey	4	2	2	4	1	2
<b>Total</b>	<b>27</b>	<b>21</b>	<b>34</b>	<b>43</b>	<b>31</b>	<b>36</b>

**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:

- 166 Penna Road, Midway Point – Stage 1A (Lynmore Holdings) (Sweetwater Estate)
- Cul-De-Sac off Pennington Drive, Sorell (N Rusher) (Rushes Court)
- Hoffman Street, Midway Point – Stage 1 - 13 lots (P Harback) (Timber Mill Court)
- Valley View Close, Sorell – Stages 3 & 4 (A Bayley)
- Horizon Drive Extension - Stage 3B (On Horizons P/L)
- Sugarloaf Road, Carlton River - 24 lots

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

Subdivision Design Plans Received for Approval – (Future Construction)

- Nash Street, Sorell – Final Stage - 20 lots
- Gatehouse Drive – Stage 3 (D Black)
- 209-221 Arthur Highway, Dunalley (P Smith) – 13 Lots

Contract Construction/Design:

- PDA are preparing design plans for Fulham Road (brow of hill between Carlton River and Connellys Marsh Road) and Primrose Sands Road realignment approximately 800m from Carlton River bridge (Black Spot funding). We have advertised a section of Brinktop Road (frontage of 391 Brinktop Road) for tender with a closing date of 29 July 2015.
- Preparing submissions for Black Spot funding for the 2016-2017 financial year. Possible locations are in Carlton River Road – guard rail outside 44 Erle Street (frontage on Carlton River Road) and sharp hairpin corner at 466 Carlton River Road.

**ENVIRONMENTAL HEALTH – (Greg Robertson)**

- June 2015 Activities
- The Senior Environmental Health Officer has been working with Veolia Environmental Services signing of waste contracts for Garbage / Recycling & Recycling Centres. A contract for Green & Hardwaste collection and street bins has now been signed with Toxfree. The service commenced on 6 July 2015.
- Public Places By-law – Has been gazetted, table in Parliament and has been sent to the Select Committee on Subordinate Legislation. The By-law has now come into force.
- Noise complaint investigations for a range of issues including rural activities and loud music
- Investigation of several complaints about failing septic tank systems, Boomer Bay, Carlton & Dodges Ferry.
- Investigation of Unhealthy Housing complaint
- Issued an Environment Protection Notice on Oil Company for a fuel spill at a local service station requiring a clean-up. The costs associated with the investigation have been invoiced to the company.
- Completed food business inspections and issuing registration certificates
- Caravan licence inspections continuing
- Set-up new invoicing templates and processes for RegEnts

**COMPLIANCE – (Darren Carter)**

Compliance officers attended to the following requests during June 2015:

<b>Animals</b>	<b>June</b>
Dog on beach/reserve	0
Dog at large	16
Dog attack – person	1
Dog attack – animal	4
Dog's found	16
Nuisance created by dog's	4
General request for action	9
Infringements issued for dogs	12
<b>Enforcement</b>	<b>May</b>
Fire Hazards	0
Littering Infringements	1
Parking infringements	0

**DEPOT WORKS – (Mark Butterworth)**

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.

**Gypsy Bay Groyne extension**

- Works commenced, rock being delivered via Fulham Road and placed by excavator. Temporary signage erected along Fulham Road warning of truck movements. Please note launching rap closed during construction activities.

**Road Construction Crew**

- Maintenance grading and drainage cleaning various roads throughout municipality.

**Road Maintenance Crew**

- Maintenance of sealed road various locations pot hole patching, edge breaks etc. in accordance with program.



**Stormwater Crew**

- Continued Bridge Maintenance and at various locations
- Pump out of pits and culverts various location.

**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**

The MyData testing and roll-out phases continue.

A final valuation report for the Transport Network has been received and accepted. This valuation will form the baseline for Transport asset finances within the MyData program.

The Tasmanian Audit Office (TAO) recently audited Councils asset management and revaluation practices along with four other councils to ensure compliance with Australian Accounting Standards and adopted National Asset Management Standards. Whilst a final report is to be received, verbal advice from the TAO has indicated Sorell's successful completion of the audit, with no further inputs required.

**PROJECT ENGINEER - (Anthony Walters)****The Dunalley Hall Rebuild**

DA has been lodged for a storage shed.  
Landscaping works to remaining areas being finalised.  
NRM Paul Gray arranging for native plantings around boundary.

**Dunalley Path & Streetscaping**

Extension to kerb and footpath area adjacent to Information Centre continuing.  
Line marking to traffic islands and carparking throughout is complete.

**Copping Hall – Storage Shed**

Shipping container being installed and adjoining areas tidied with 100mm deep compacted red gravel.

**Sorell Memorial Hall**

Two new lights and a power point have been installed in the History Room.



### **Midway Point Hall**

Contractors have completed installing access ramp, rails and new door to opp- shop.

Prices received for replacement of flooring to main hall and selections complete in consultation with the committee representatives.

### **11 Fitzroy St – Youth Centre**

Access ramp and handrail complete.

Costings for commercial flooring (carpet & vinyl) throughout have been sourced.

Costings for sealed access parking, shared space and turning bay have been sourced.

### **Pembroke Park – Netball Courts**

Fencing contractor has commenced works.

### **Kellevie Recreation Ground – Storage Shed**

Water tank and associated pipework have been installed and adjoining areas tidied up with red gravel.

### **Pelham St (Coles Plaza) Pedestrian Crossing**

All works associated with the pedestrian crossing have been completed.

### **Vancouver Park**

DA has been lodged for the proposed toilets at Flyway Island.

### **NRM FACILITATOR – (Paul Gray)**

Green Army has carried out weed control works in a section of the Sorell Rivulet.

Green Army has carried out several days cut and painting Boneseed within the Dodges ferry recreation Reserve.

Green Army and Conservation Volunteers Australia (CVA) Teams have expanded the area of boxthorn removal within Inghams.

CVA and students from the Sorell Primary School will carry out some revegetation within Inghams on 22/07/2015.



**(Jen Milne)**

Bushfire weed control support – contractor engaged for Copping area gorse and Spanish heath assistance. Weather dependant

Boomer Bay toilet weeds – Marion Bay Coastcare will undertake planting and maintenance around the toilet site and incorporate into their ongoing project on this section of the foreshore.

Attended Dunalley Tasman Neighbourhood House Gala opening to promote ongoing bushfire weed control works.

Green Army assisting with surveying Dunalley and Boomer Bay foreshore for boneseed.

Ongoing discussions with State Growth re progress of roadside gorse spraying from Forcett to Dunalley –awaiting budget approval.

Support for Small Farm, Big Ideas workshop at Copping in conjunction with Tasmanian Women in Agriculture.

^

8.3

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

**COMMUNITY SERVICES**

**Manager met with/attended:**

- Sorell School Association Meeting
- Arts & Cultural Advisory Committee Meeting
- Community Grants Presentation Evening
- Barry Featherstone – Copping Hall
- MEGT – Trainee Progress
- Customer Service Team Meeting
- Pembroke Park Advisory Committee
- Interviews – Children Services Team Leader
- OSHC Team Meeting
- Malunna Senior Staff Meeting
- Council Meeting
- Council Workshop
- SMT x3
- Various other internal meetings



**MINUTES**

SORELL COUNCIL MEETING  
21 JULY 2015

## HUMAN RESOURCES

### Recruitment

- Financial Accountant – Amy Wheeler commences 27 July
- Children's Services Team Leader – DanYele Fox-Barratt commenced 13 July
- Mark Butterworth – Works Manager commenced (Resource sharing) 13 July
- Leading Hand (Depot) – Gavin Young promoted 6 July

### 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) – Has now completed consulting for council.

### Employee Changes

- Wayne Mason – resignation 30 June
- Sam Fenney – Resignation 10 July
- Darren Johnson – new position Capital Works Project Manager 1 July
- Crystal Phoenix – Fixed term contract 13 July to 29 January (4 days per week)
- Rod Direen – step down from leading Hand to Multi Skilled Labourer 13 July
- Gerry Barwick – confirmed in Leading Hand role after Acting period completed.

### Workers Compensation Claims

#### Depot

Back injuries, x 2, Total LTI – 4667.5 Hours (491.31 days at 9.5 hrs)  
X1 - currently under QBE program for alternative job seeking and step down of wages to 85%.  
X1 – step down of wages to 80%

#### Children Services

Back Injury, x1, Total LTI – 259.5 hours (32.43 days).





## Training

- Payroll and Tax Seminar – x1 attendees
- Grader Theory Training – x2 attendees
- Roller Theory Training - x1 attendee
- Medium Rigid Licence – x1 attendee
- CPR training (for Spotters course) – 5 attendees
- Front End Loader Training – 3 attendees
- Excel Training – 1 attendee
- Asthma and Anaphylaxis training – 3 attendees
- Union delegate training – 1 attendee

## Other

- Enterprise Agreement management.
- End of year payroll processing

## COMMUNITY SERVICES

### Customer Service

- 2029 external calls answered for the month of June
- Average Speed of Answer – 15 seconds
- Percentage of calls answered – 88.7%
- Green Waste Collection bookings
- 1463 Dog Registrations processed
- Receipting – June
  - Rates Payments Receipted 116
  - Dog Registrations Receipted 1131
  - Reg. Applications Receipted 58
  - Other Payments 115  
(Child Care, RV's, Infringements, Pound Release, Fees etc.)
- Drafting of Customer Service Handbook

### Communications

- Sorell Times regular ad & one article (2015-2016 budget)
- Councillor Calendar – July
- Internal staff update re 2015-2016 budget
- 2015-2016 Budget and Rates Information Flyer posted
- Facebook – 1132 Likes
- Community Conversation Notes distributed
- Website updated with information regarding:
  - Community and Youth Grants recipients
  - 2015-2016 budget information
  - Community Achievement Awards Information
  - Vacation Care Information
  - Waste Management Services Calendar



## MINUTES

SORELL COUNCIL MEETING  
21 JULY 2015

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### **Current Community Engagement Activity**

- Seniors Advisory Group Meeting
- Pembroke Park Advisory Committee Meeting
- Arts & Cultural Advisory Committee Meeting
- Service Providers Meeting
- Community Conversations: A schedule for 2015/2016 financial year has been drafted. These will be advertised via Council's website, FB, the Sorell Times and street signage.

### **Publications**

- *Community News* newsletter for July 2015 drafted and now with graphic designer.
- Magnetic whiteboards for New Resident Kits reprinted.
- Council Information Folder with ads from local businesses being created (due in August).
- Waste Management Services Calendar sent to residents
- Information for Residents 2015/2016 brochure updated

### **Community Facilities**

- Review of Fee Schedule for Community Facilities (Sorell Memorial Hall, Dodges Ferry Rec Centre & Pembroke Park) undertaken.

### **Events**

- Community and Youth Grants Cheque presentation event held.
- Planning underway for opening of Dunalley Walkway
- Planning for event to mark Pembroke Park Stage One Completion.
- Planning for Seniors Week event begun.
- Planning for Annual Art Exhibition begun with SBRA

### **Community Projects**

- St George's Cemetery Storyboards – new storyboards are currently being finalised. These will go on the fence of the cemetery on Pelham Street.
- Working with Crl Evans and the historical society on a storyboard for Pembroke Park.
- Collaborating with Engineering re development of signage to be placed along Dunalley Walkway was finalised.

### **Grants**

- Community Assistance Grant Presentation held



### Financial Assistance for Individuals

- Laura Stokes, representing Tasmanian at the Australian Irish National Championships to be held in Sydney in September 2015.

### Youth

- Youth Centre Development continues
- Development of Youth Centre Operational Plan

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

- Pembroke Park Users
- Sorell on Stage
- Sorell RSL about Lease Agreement
- Dodges Ferry Football Club
- Dunalley Hall Committee
- Pittwater Arts Tourism and History/Heritage Association

### CHILDREN'S SERVICES

#### Malunna

- Currently 61 families enrolled, totalling 70 children.

<b>CENTRE VACANCIES</b>					
	MON	TUES	WED	THURS	FRI
<b>TOTAL</b>	4	2	1	4	3

\*Service licensed for 35 places per day

#### ASC

- Currently 21 families enrolled, totalling 28 children.

<b>SERVICE USAGE</b>					
	MON	TUES	WED	THURS	FRI
<b>CHILDREN ATTENDING</b>	18	9	11	12	8

\*Service licensed for 30 places per day



## 8.4 FINANCE AND INFORMATION – TINA HOUSE, MANAGER

### Finance

#### Financial Management

- Budgets for 2015/16 for both operating and capital expenditure have been finalised and approved by Council;
- Preparation of the annual financial / statutory accounts is underway, with completion due by 14<sup>th</sup> August;
- Currently reviewing Finance department processes;
- Fees and Charges for 2015/16 have been loaded following approval at the June Council meeting.

#### Revenue

- Instalment notices 2015/16 rates were sent to ratepayers on Friday 10<sup>th</sup> July.

#### Audit

- Tas Audit Office (TAO) have provided a draft of their interim audit report, with five recommendations to be addressed, and updates provided for an additional five findings from the 2013/14 audit.
- The TAO did not identify any items of major concern to be addressed.
- Tas Audit Office representative has reviewed Councils including Sorell, that undertook revaluations of major asset classes during 2014/15 financial year. Review of the Sorell Council revaluation took place on 24<sup>th</sup> June with the TAO advising that there were no significant adverse findings for Council. One recommendation will be made, being a change of description only in one report (no material or significant impact)

#### Grants & Funding

- The Government paid in advance the first two quarters of the Federal Assistance Grants (FAGS) funding on 30<sup>th</sup> June.
- This will reduce the forecast revenue for the 2015/16 financial year by \$1.2m and increase the revenue for 2014/15 by the same amount.

#### Contract Management and Leases

- Lease register is being developed and updated progressively.



### **Information Technology and Communications**

- Scott has commenced providing some support at Port Arthur (approx. 1 day per fortnight).
- Scott is also spending one day per week at Brighton Council providing ICT Management Support. The ongoing support requirements is currently under review.
- As part of the 2015/16 capital budget, new desktop computers were approved. Quotes are currently being obtained for this purchase with an expected rollout of late July / early August.
- Tardis (Records Management System) has been updated to the latest version which also provides additional functionality to enable easier savings of documents

### **Information Management**

- Mandy is commencing refresher training with all staff on the use of Tardis
- Tardis has been updated to a new version that provides additional functionality

### **Insurance**

- Insurance renewals have been completed and are all in place for the 2015/16 financial year.
- Minor cost increases were incurred, mainly in the area of workers compensation.
- Comparative quotes from a different broker were obtained this year, with the Council's current broker, Marsh, providing coverage and quotes that were many thousands of dollars cheaper than the alternate bidder.

### **Staff Management**

- With the establishment of new personnel in the finance department, further system training will be required and has been booked for late August
- Interviews were completed for the Financial Accountant role, with Amy Wheeler commencing on 27<sup>th</sup> July.

### **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.
- Sorell Council Audit Panel Meeting
- Tasman Audit Panel Meeting
- Glamorgan Spring Bay Audit Panel Meeting

### 108/2015 DE WILLIAMS/DEGRASSI

“That the recommendation be accepted.”

The motion was put.

For: Degrassi, 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 DEVELOPMENT ASSESSMENT SPECIAL COMMITTEE MINUTES

#### RECOMMENDATION

“That the minutes of the Development Assessment Special Committee (DASC) Meetings of 23 June 2015 and 7 July 2015, as attached be noted.”



**109/2015 DE WILLIAMS/WHITE**

“That the recommendation be accepted.”

The motion was put.

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

Against: None

The Motion was **CARRIED**.

**11.0 GOVERNANCE**

**11.1 SOUTHERN TASMANIAN COUNCILS AUTHORITY (STCA) – QUARTERLY REPORT MARCH 2015**

**RECOMMENDATION**

“That the attached quarterly report for the Southern Tasmanian Councils Authority (STCA) for the quarter ended March 2015 be received and noted.”

**110/2015 REYNOLDS/DEGRASSI**

“That the recommendation be accepted.”

The motion was put.

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

Against: None

The Motion was **CARRIED**.

**11.2 NOTICE OF MOTION – COUNCILLOR TORENIUS**

**MOTION**

“I hereby give notice to rescind the Motion 13.1 Fees and Charges (Pertaining to Pembroke Park and Halls and Reserves only) carried at the ordinary meeting of Council held on 16th June 2015.”

Councillor Torenius advised she wished to WITHDRAW her Notice of Motion 11.2.



**11.3 NOTICE OF MOTION – COUNCILLOR DE WILLIAMS**

**MOTION**

“That the Sorell Council develop an *“Acknowledgement of Traditional Owners Policy”*, including preferred wording and recommended occasions, for Welcome to Country and Acknowledgement of Country, Acknowledgement of Aboriginal People and Acknowledgement of Place, to be used at Council meetings, and council sponsored functions and events.”

**111/2015 DE WILLIAMS/DEGRASSI**

“That the recommendation be accepted.”

The motion was put.

For: Degrassi, Evans, Torenus, De Williams and Vincent

Against: Gala, Reynolds, White, McDonald

The Motion was **CARRIED**.

**12.0 ENGINEERING & REGULATORY SERVICES**

**ENVIRONMENT & DEVELOPMENT**

**12.1 SOUTHERN WASTE STRATEGY AUTHORITY (SWSA) MARCH 2015 QUARTERLY REPORT**

**RECOMMENDATION**

“That Council receive the Southern Waste Strategy Authority (SWSA) Report for the March 2015 quarter.”

**112/2015 EVANS/REYNOLDS**

“That the recommendation be accepted.”

The motion was put.

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

Against: None

The Motion was **CARRIED**.





**12.2 NOTICE OF INTENTION TO MAKE A NEW LOCAL HIGHWAYS BY-LAW NO. 2 OF 2015**

**RECOMMENDATION**

“That in accordance with Section 156(1) of the Local Government Act 1993 Council agrees to:

- a) make a new Sorell Local Highways By-law; and
- b) prepare a Regulatory Impact Statement (RIS) for the By-law.”

**113/2015 DE WILLIAMS/McDONALD**

“That the recommendation be accepted.”

The motion was put.

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

Against: None

The Motion was **CARRIED**.

**12.3 DODGES FERRY RECREATION RESERVE FIRE MANAGEMENT PLAN 2009 and 2015 REVIEW**

**RECOMMENDATION**

“That Sorell Council resolve to endorse the Dodges Ferry Recreation Fire Management Plan 2009 and 2015 Review.”

**114/2015 DEGRASSI/WHITE**

“That the recommendation be accepted.”

The motion was put.

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

Against: None

The Motion was **CARRIED**.

Councillor White thanked Paul Gray for a great effort finalising the Dodges Ferry Recreation Reserve Fire Management Plan 2009 and 2015 review.



**12.4 DODGES FERRY RECREATION RESERVE MANAGEMENT PLAN 2015**

**RECOMMENDATION**

“That Sorell Council resolve to endorse the Dodges Ferry Recreation Management Plan 2015.”

**115/2015 DE WILLIAMS/WHITE**

“That the recommendation be accepted.”

The motion was put.

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

Against: None

The Motion was **CARRIED**.

Mayor Vincent thanked Paul Gray for his efforts in preparing the Dodges Ferry Recreation Reserve Management Plan 2015.

**12.5 SPEED LIMIT REDUCTION IN MAIN ROAD IN THE VICINTY OF STORES LANE**

**RECOMMENDATION**

“That Council approves the reduction of the speed limit from 60 to 50 km/h on Main Road, Sorell from the southern end of the school zone to approximately 90 metres west of Stores Lane, Sorell.”

**116/2015 REYNOLDS/EVANS**

“That the recommendation be accepted.”

The motion was put.

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

Against: None

The Motion was **CARRIED**.



**12.6 ENVIRONMENTAL SUSTAINABILITY POLICY 2015**

**RECOMMENDATION**

“That Sorell Council resolve to endorse the Environmental Sustainability Policy 2015.”

**117/2015 DE WILLIAMS/DEGRASSI**

“That the recommendation be accepted.”

The motion was put.

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

Against: None

The Motion was **CARRIED**.

**13.0 HR & COMMUNITY SERVICES**

**13.1 AMENDMENT TO THE FEES & CHARGES – 1 JULY 2015 TO 30 JUNE 2016**

**RECOMMENDATION**

“In accordance with Section 2015 of the Local Government Act 1993 (Tas) the Council makes the following amendment to the fees & charges for the period commencing 1 July 2015 and ending on 30 June 2016.”

**118/2015 DE WILLIAMS/McDONALD**

“That the recommendation be accepted.”

An amendment was moved

**119/2015 TORENIUS/EVANS**

“That a set fee, community rate, of \$15.00 per hour be made for the Dodges Ferry, Sorell and Dunalley Community Halls for 2015/2016.”

The amended motion was put.

Against: Degrassi, Gala, De Williams, Reynolds, White, McDonald and Vincent

For: Evans and Torenus,

The amended motion was **LOST**.

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The original motion was put.

### **RECOMMENDATION**

“In accordance with Section 2015 of the Local Government Act 1993 (Tas) the Council makes the following amendment to the fees & charges for the period commencing 1 July 2015 and ending on 30 June 2016.”

### **DE WILLIAMS/McDONALD**

“That the recommendation be accepted.”

The original motion was put.

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

Against:

The original motion became the motion and was **CARRIED**.

## **14.0 FINANCE & INFORMATION**

There is no finance report this month as the Finance Department is currently preparing the annual statutory accounts, due for submission by 14<sup>th</sup> August 2015. When the statutory accounts are completed they will be submitted to Council.

## **15.0 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.

**Sharon Fotheringham** said she had been unimpressed with a letter she had received from Rene Hidding MP concerning road infrastructure in the Lyons district. He had stated that pursuing public transport was a new way of improving the traffic problems in the area. She asked if Council were of the same view?

Mayor Vincent advised that it was not Council's view of improving the traffic problems in the area. He advised that KPMG were working on a report with the four Councils and Shane Gregory from the Dept. of State Growth re this issue. The Hobart Airport roundabout was also included in this. Possibility of Metropolitan Transport Trust (MTT) contract in 2 years time. There were submissions from MTT to Sorell. Another possible solution was to extend the Sorell School to Grades 11 and 12, as during school holiday periods traffic volumes were less. He also advised that the next big project planned by the Department of State Growth was the Bridgewater Bridge.



Sharon said Sorell needed the by-pass, however it did not seem to be on the agenda. She also spoke of the frustration of near misses particularly related to international drivers on our roads.

**Tracey Jones** said it was great to drive around the municipality and see how neat and tidy it looks with the resealing program that has occurred. Mayor Vincent said the program for resealing had been set in place and would continue.

The Mayor advised the gallery that Council had a 'Closed Session' meeting and thanked them for their attendance and contribution to the meeting.

The meeting closed to the public at 7.25 pm.

The closed meeting ended at 7.37 pm.

#### **120/2015 DEGRASSI/REYNOLDS**

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

- 16.1 Confirmation of the 'Closed' Minutes of the Council Meeting of 16 June 2015.
- 16.2 Copping Refuse Disposal Site Joint Authority (CRDSJA) General Meeting 2014/15 – 10 Minutes – 28 May 2015
- 16.3 Authorisation to Disclose Confidential Information

"That the recommendation be accepted."

The motion was put.

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

Against: None

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

**CONFIRMED**

**MAYOR VINCENT**  
**18 August 2015**

#### **16.0 CLOSED MEETING**



## 17.0 ACRONYMNS

ACWC	Arts & Cultural Working Committee
AGM	Annual General Meeting
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
DFCRCC	Dodges Ferry Community Recreation Centre Committee
DPAC	Department of Premier & Cabinet
DSG	Department of State Growth (formerly DIER)
DST	Destination Southern Tasmania
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
KRA	Key Result Areas
LGAT	Local Government Association of Tasmania
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	Mgr Human Resources, Customer & Community Services
NBN	National Broadband Network
NRM	Natural Resource Management
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



### MINUTES

SORELL COUNCIL MEETING  
21 JULY 2015