



COUNCIL AGENDA

COUNCIL CHAMBERS
COMMUNITY
ADMINISTRATION
CENTRE (CAC)

17 AUGUST 2021

NOTICE OF MEETING

Notice is hereby given that the next meeting of the Sorell Council will be held at the Community Administration Centre (CAC), 47 Cole Street, Sorell on Tuesday, 17th August 2021, commencing at 6.00 pm.

CERTIFICATION

I, Robert Higgins, General Manager of the Sorell Council, hereby certify that in accordance with Section 65 of the Local Government Act 1993, the reports in this Agenda have been prepared by persons who have the qualifications and experience necessary to give such information, recommendation or advice.

Council or a 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.

Notices of Motion and supporting documentation from Councillors are exempted from this certification.

ROBERT HIGGINS
GENERAL MANAGER
12 AUGUST 2021



AGENDA
FOR THE COUNCIL MEETING TO BE HELD AT THE
COMMUNITY ADMINISTRATION CENTRE (CAC), 47 COLE STREET, SORELL ON
17 AUGUST 2021

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1.0 ATTENDANCE

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Mayor K Vincent
Deputy Mayor N Reynolds
Councillor K Degrassi
Councillor G Jackson
Councillor C Torenus
Councillor M Reed
Councillor B Nichols

2.0 APOLOGIES

^

Councillor D De Williams (Approved Leave of Absence)
Councillor V Gala

3.0 DECLARATIONS OF PECUNIARY INTEREST

4.0 CONFIRMATION OF THE MINUTES OF 20 JULY 2021

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RECOMMENDATION

“That the Minutes of the Council Meeting held on 20 July 2021 be confirmed.”

4.1 CONFIRMATION OF THE SPECIAL COUNCIL MEETING MINUTES OF 10 AUGUST 2021

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RECOMMENDATION

“That the Minutes of the Special Council Meeting held on 10 August 2021 be confirmed.”

5.0 MAYOR’S REPORT

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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 meeting, DASC, workshops and Special Council meeting as required.
- Weekly catch up with Andrew Hyatt and Oliver Strickland.
- Rubbish pick up with the Clean-up crew.
- SERDA General Meeting.
- Attended SWS Composting workshop.
- Participated in KPMG SERDA workshop re: DPAC deeds.
- Attended Old Mates Day.
- Participated in a fundraiser for the Innes family.
- Attended South East Suns Women's football gala and sponsors day.
- Attended South East Giants junior football evening.
- Met with Clarence General Manager and Alderman Walker re: Copping Composting.
- Conducted STCA Audit and Governance meeting.
- Attended CACG Airport meeting.
- Attended LGAT Conference and dinner 2 days.
- Attended catch up with Jess Hinchin and Jackie Rafferty re: Community Services.
- Met with Speaker Mark Shelton.
- Attended and participated in Job Tasmania forum along with Emma Churchill and Andrew Hyatt (full day).
- Chaired Copping Authority meeting.
- Attending opening of supported affordable housing home in Sorell.
- Attended STCA Board meeting.
- Co-chaired the Southern Tas Covid recovery committee meeting.
- Assisted with Annual Contributions presentation.

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 2015*."

In accordance with the requirements of Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2015*, 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 provided under section 65 of the *Local Government Act 1993*.



7.0 COUNCIL WORKSHOPS REPORT

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The following Council Workshop was held:

Date	Purpose	Councillor Attendance	Councillor Apologies
3 rd August 2021	<ul style="list-style-type: none"> Salvation Army presentation on future services in SE. Arts Tas grant and Community Cultural Precinct EOI update. Fulton Hogan Midway Point junction works – ongoing diversion requests. LPS exhibition period Council submission. LGAT General Meeting motions discussion. 	Mayor K. Vincent Dep. Mayor N. Reynolds Clr. K. DeGrassi Clr. G. Jackson Clr. B. Nichols Clr. M. Reed Clr. C. Torenus	Clr D. De Williams (leave of absence) Clr. V. Gala

8.0 DEPARTMENTAL REPORTS

^ RECOMMENDATION

“That the Departmental reports as listed be received.”

8.1 GOVERNANCE – ROBERT HIGGINS, GENERAL MANAGER

- ^
- SERDA inception meeting with KPMG and member Council reps re: DPAC deeds and future structure considerations – 21st July.
 - Meeting with some southern Council GM’s re: general discussion – 23rd July.
 - Various meetings with ratepayers re: impact of new rates structure.
 - SERDA General Meeting – 29th July.
 - Attended LGAT General Meeting and Day 1 of annual conference – 5th August.
 - SERDA Business Advisor and GM meeting with DST CEO re: 21/22 MOU between DST and Council – 6th August.
 - Group meeting with relevant staff and legal service providers – 6th August.
 - Meeting with new business developers/operators re: development environment and demographics of Sorell – 6th August.



- Attended opening of Supported Affordable Accommodation Trust dwelling Tarbook Crt – 12th August.
- Attended Copping Waste Authority Meeting – 12th August.
- Attended STCA Meeting – 16th August.
- Attended Audit Panel Meeting – 17th August.
- Staff meetings, SMT meetings, workshops, budget meetings and DASC meetings.

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

[^]
The Sorell Draft Local Provisions Schedule (LPS) are currently on exhibition with written responses being accepted until close of business 16 August 2021. Council planning staff will then have 60 days to provide a report to the Tasmanian Planning Commission.

Council's capital re-sheeting program for the 2021/22 financial year for unsealed roads has been tendered publicly with tenders closing on the 18 August 2021.

Council's appointed structural engineers have now provided the stadium contractor with clear instructions on the remedial work on the portal frame joints required to ensure compliance with the design.

Meetings attended include:

- Potential developer from the Carlton River area.
- Regular fortnightly site meeting with Vos Construction regarding the stadium project.
- Waste consultant and Manager Regulatory Services to discuss potential level of services for future waste contracts.
- Assetic and the assets team to discuss requirements in developing the next generation stormwater asset management plan.
- Staff performance plans including KPI's for next financial year.
- Meeting with Kingborough Councils Depot staff to discuss works management software and associated processes.

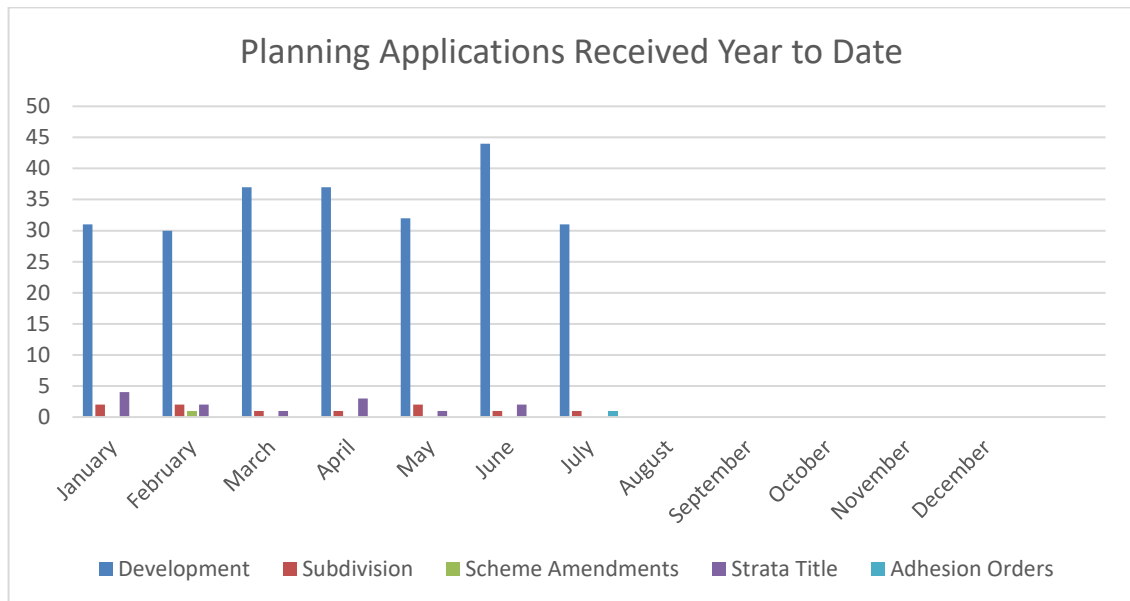
Jenny Richmond / Emma Smith

During the month of July 2021, Development Services received no requests to waive application fees due to being a Council owned property or Community Not-for-Profit Organisation.



PLANNING – Shayla Nowakowski

Analysis of planning applications received year to date including July 2021.



DELEGATED AUTHORITY – Jenny Richmond

During the month of July 2021 a total of 26 Planning Approvals / Permits / Exemptions have been issued including:

3	Applications approved as Permitted Development - issued under delegated authority
0	Application approved as Permitted Development – Council Meetings
3	Applications received which complied with requirements for No Permit Required (exempt from requiring a Planning Permit)
0	Applications with the requirements for General Exemptions / Not applicable
20	Applications approved as Discretionary Developments - issued under delegated authority
	No Applications presented as Discretionary Developments for Council DASC Meetings

The following is a summary of approvals/permits issued for July 2021.

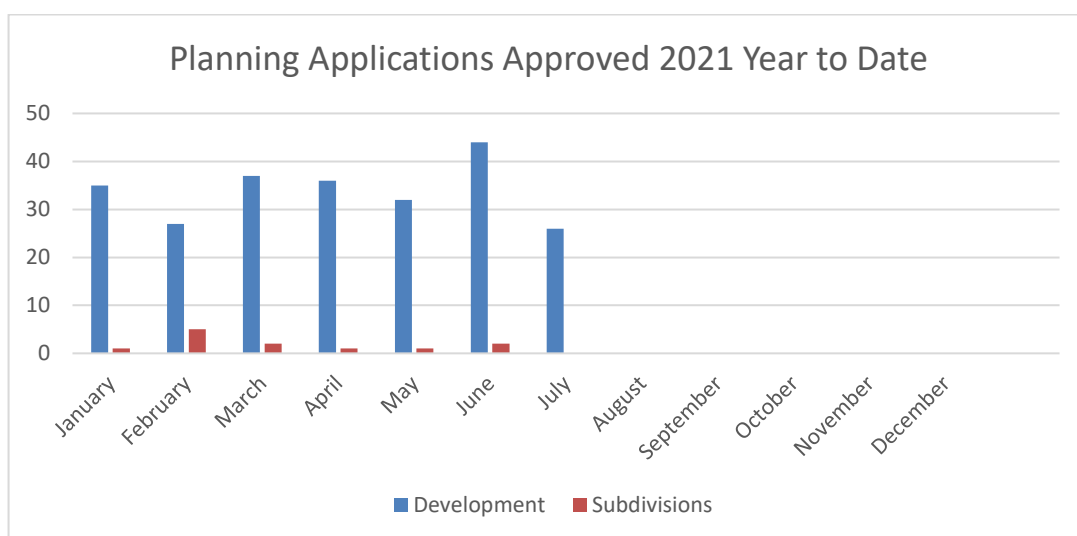
Description	Application Type	Address	Value
Visitor Accommodation	Discretionary	1 Spotswood Road, Dunalley (CT 171987/1)	\$180,000.00
Section 56 Minor Amendment - Changes to Outbuilding	Discretionary	6 Nicholas Avenue, Dodges Ferry	\$0.00
Residential - Outbuilding (Garage)	Discretionary	11 Tecoma Road, Primrose Sands	\$14,000.00
Residential - Dwelling	Discretionary	6 Lantana Place, Primrose Sands	\$307,030.00
Section 56 Minor Amendment - Change to Outbuilding Boundary setback	Discretionary	11 Punna Street, Dodges Ferry	\$0.00
Residential - Dwelling	Discretionary	120 White Hills Road, Forcett	\$377,575.00
Residential - Dwelling	Discretionary	18 Arnott Street, Dodges Ferry	\$530,739.00
Residential - Additions to Dwelling (Awning)	Discretionary	2526 Arthur Highway, Copping	\$9,500.00
Demolition of existing Outbuilding & New Outbuilding	Discretionary	308 Carlton Beach Road, Carlton	\$16,000.00
Visitor Accommodation	Discretionary	10 Gypsy Place, Primrose Sands	\$0.00
Residential - Dwelling	Discretionary	117 Pennington Drive, Sorell	\$300,000.00
Residential - Dwelling	Discretionary	10 Harback Court, Midway Point	\$300,000.00
Residential - Dwelling	Discretionary	9 Brown Hawk Road, Primrose Sands	\$190,800.00
Outbuilding (Shed)	Discretionary	5 Sonya Court, Lewisham	\$10,000.00
Addition to Dwelling (Awning)	Discretionary	2 Robinia Street, Primrose Sands	\$16,603.00
Dwelling	Discretionary	49 Sandpiper Drive, Midway Point	\$290,980.00
Outbuilding (Garage)	Discretionary	5 Punna Street, Dodges Ferry	\$12,000.00
Residential - Additions to Dwelling (Deck)	Discretionary	160 Bally Park Road, Dodges Ferry	\$12,000.00
Residential - Addition to Existing Outbuilding (Shed)	Discretionary	34 Greens Road, Orielson	\$10,000.00
Residential - Additions & Alterations to Dwelling	Discretionary	70 Tiger Head Road, Dodges Ferry	\$50,000.00
Residential - Dwelling	No Permit Required	3 Fresne Way, Sorell	\$297,400.00
Residential - Dwelling - CT180369/32	No Permit Required	56 Pawleena Road, Sorell	\$281,000.00
Residential - Dwelling	No Permit Required	33 Whitelea Court, Sorell	\$277,000.00



Section 56 Minor Amendment - Changes to Dwelling Setbacks	Permitted	4 Whitlam Court, Lewisham	\$0.00
Strata Title x 2	Permitted	9 Nugent Road, Sorell	\$0.00
Strata Title - x 2 Units	Permitted	24 Heron Crescent, Midway Point	\$0.00
			\$3,482,627.00

Analysis of planning permits issued year to date including July 2021 – Shayla Nowakowski

Planning Applications approved year to date including July 2021.



APPEALS – John Molnar

There were three appeals before the Resource Management & Planning Appeal Tribunal (RMPAT) in the month of July.

The first relates to the applicant appealing against certain conditions of approval relating to the subdivision permit approved on the 9 March 2021 relating to a 297 Lot Subdivision, Road Reserve Lots & Public Open Space and Road Works in Pawleena and Nugent Roads together with Bushfire Management Works on 20 Arthur Highway, Sorell at 37 Pawleena Road (CT 180370/1), Lot 1 Pawleena Road, (CT146152/1), 20 Arthur Highway (CT 240972/1) and Pawleena & Nugent Roads, Sorell. A consent agreement has been reached by mediation with the applicant, Council and DSG. The only outstanding issue is ratification by RMPAT.

The second relates to an appeal against a refusal, under Council delegation, for 8 Multiple Dwellings and the demolition of an existing dwelling at 9 Pelham Street, Sorell. The refusal is based on traffic issues associated with E6.0 Parking and Access Code of the Sorell Interim Planning Scheme 2015 including insufficient onsite car parking, design of passing bays and the manner in which vehicles exit the site in a



forward direction. The directions hearing occurred on the 14 May, followed by an attempt of mediation on the 20 May. No consent agreement was agreed upon between the parties consequently hearings were undertaken commencing on the 7th July and Council is now waiting on the decision of RMPAT.

The third relates to an appeal by the applicant against one of the conditions of approval for a change of use of a single dwelling to visitor accommodation concerning the maximum number of occupants. A directions hearing was held, by phone, on the 21 June and it was agreed between the parties that an amendment was achievable based on the provision of supporting onsite wastewater system design documentation. A consent agreement, to amend a condition of approval, between the appellant and Council will be provided to the Tribunal for their consideration and approval. A consent agreement was accepted by the Tribunal and an amended permit was issued. No further action and no hearing will occur.

STRATEGIC PLANNING – Caroline Lindus

A rezoning on the Tasman Highway at Midway Point has been submitted to Council with further information requested of the applicant. The information was not provided. The applicant has requested that Council move the amendment of their own motion. This requires Council to undertake the necessary strategic work, and is unable to rely upon the documentation previously submitted as Council would be requiring a different zoning. Further discussion is being held with the applicant in relation to this. At this stage, the approach from Council is to address the change in zoning through the LPS process, by way of a representation. This representation has been endorsed through a Council Special Meeting on 10th August 2021.

A s43A amendment and subdivision application has been lodged to Council for Josephs Road, Carlton and McGinness Road, Carlton River. The amendment would see the zoning change from Rural Resource to Rural Living of varying densities, and a 12-lot subdivision. Council Certified this amendment at a meeting on 3 August 2021 and approved the associated 12 lot subdivision application. The documentation has now been provided to the Tasmanian Planning Commission and Council will progress to facilitating the advertising of the application in the coming weeks.

We have received written notification from the Minister regarding both the transitional provisions of the LPS and also the modifications under section 35(5)(b) and Schedule 6, clauses 8C(5)(a) and 8D(9)(a) of the Act. A number of changes are required to the LPS to meet the LPS criteria and transitional provisions. Many of these are minor, however, some are more substantial. These were considered by Council at a workshop on Tuesday 13 April. A response to the Tasmanian Planning Commission (the Commission) was required by 16 April 2021. This timeframe was met and there was further correspondence thereafter. On Monday 31 May, Council received notification from the Commission that the Scheme was acceptable to go on exhibition. Council is proceeding to exhibiting the Scheme from 15 June until 16 August 2021. At this time 15 representations have been received but there has

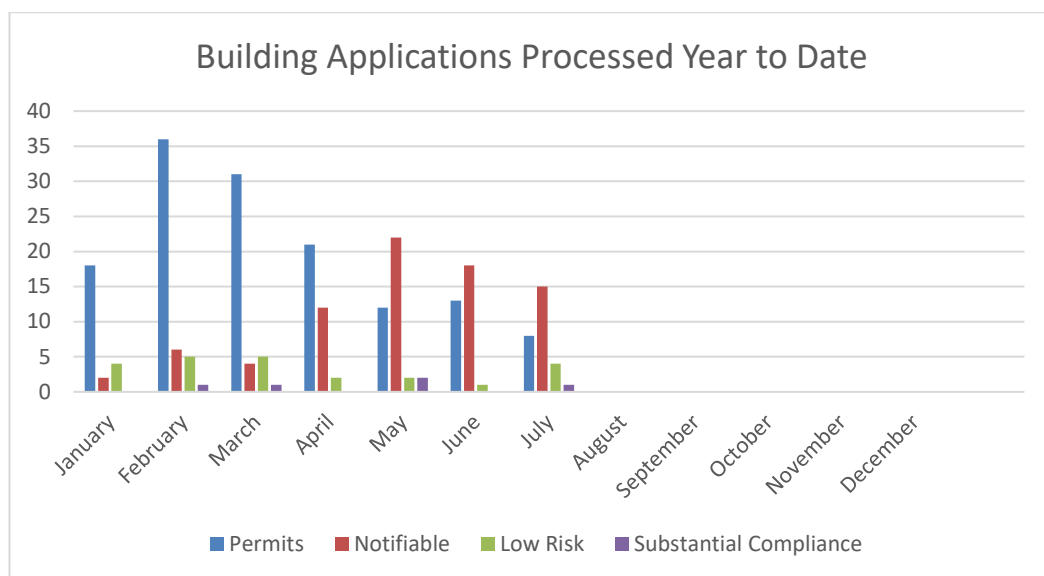


been considerably more interest and we are anticipating further representations will be received prior to the completion of the exhibition period.

It is understood that the Council may wish to make changes to the exhibited Scheme and will need to do so via representation. Following a workshop in early July, a finalised list of changes was put to Council in a special meeting on 10 August 2021 and endorsed. This will be submitted to Council as planning authority for inclusion in the consideration of the S39 report to go back to the Commission at completion of the exhibition period.

BUILDING – Emma Smith

Analysis of applications approved year to date including July 2021. These include (Permit/Notifiable/Low Risk/Substantial Compliance).



Details of applications that were approved in July (details below). These include:

- 8 Permits
- 15 Notifiable
- 4 Low Risk
- 1 Substantial Compliance

Property Address	Propose Use Of Building	Value Of Work
138 Bally Park Road, Dodges Ferry	Outbuilding	\$12,000.00
110 Weston Hill Road, Sorell	Dwelling with Covered Patio & Outbuilding	\$500,000.00
44 Pawleena Road, Sorell	Dwelling	\$250,000.00
652 Primrose Sands Road, Primrose Sands	Dwelling & Outbuilding	\$338,000.00
37 Provence Drive, Carlton	Dwelling	\$480,000.00
119 Weston Hill Road, Sorell	Dwelling	\$480,000.00
3 Renmore Court, Carlton	Dwelling	\$250,000.00
139 Lewisham Road, Forcett	Outbuilding	\$33,000.00
4 Fresne Way, Sorell	Dwelling	\$316,000.00
18 Church Street, Dodges Ferry	Outbuilding	\$30,000.00
10 Valley View Close, Sorell	Outbuilding, Swimming Pool, Deck and Pool fence	\$45,000.00
11 Tecoma Road, Primrose Sands	Garage	\$15,000.00
4 Whitlam Court, Lewisham	Dwelling	\$400,000.00
56 Erle Street, Carlton River	Shed	\$15,000.00
Old Forcett Road, Forcett	Dwelling & Pool	\$523,298.00
650 Primrose Sands Road, Primrose Sands	Dwelling	\$244,000.00
9 Heatherbell Road, Forcett	Dwelling	\$145,000.00
15 Luke Avenue, Carlton	Dwelling, Deck & Carport	\$350,000.00
56 Erle Street, Carlton River	Dwelling	\$90,500.00
16 Carlton Bluff Road, Primrose Sands	Dwelling	\$180,000.00
32 Ulvergerne Street, Dodges Ferry	Dwelling & Outbuilding	\$0.00
1 Spiraea Street, Primrose Sands	Dwelling	\$188,076.00
5 Station Lane, Sorell	Demolition	\$40,000.00
9 Spiraea Street, Primrose Sands	Deck & Deck Roofing	\$10,000.00
24 Sandpiper Drive, Midway Point	Outbuilding	\$9,150.00
12 Pennington Drive, Sorell	Additons and Alterations - Awning	\$8,071.00
2804 Tasman Highway, Orierton	Additons and Alterations - Awning	\$5,833.00
17 Primrose Sands Road, Carlton River	Awning Addition	\$14,510.00



BUILDING COMPLIANCE AND INSPECTIONS – Sally Hill

Type Issued	June	July	Total	Year to Date 2021
BN PA	5	3	8	15
BO PA	5	1	6	14
BID	8	5	13	30
BN BS	0	0	0	1
BO BS	0	0	0	0
EO GM	0	0	0	0
INFRINGEMENT	0	0	0	0
Total	18	9	27	60

Type Resolved	June	July	Total	Year to Date 2021
BN GM	1	0	1	3
BN PA	2	0	2	6
BO GM	0	0	0	1
BO PA	1	0	1	5
BID	4	4	8	32
BN BS	0	0	0	0
BO BS	0	0	0	0
EO GM	0	0	0	1
INFRINGEMENT	0	0	0	0
Total	8	4	12	48
Enforcements – Yearly Summary	Year to Date 2018	Year to Date 2019	Year to Date 2020	Year to Date 2021
Issued	36	53	70	60
Resolved	38	51	43	48
Total	74	104	113	108

Legend:

BN GM – Building Notice General Manager, BN PA – Building Notice Permit Authority.

BO GM – Building Order General Manager, BO PA – Building Order Permit Authority.

BID – Building Inspection Direction

BN BS – Building Notice Building Surveyor

BO BS – Building Order Building Surveyor

EO GM – Emergency Order General Manager

INFRINGEMENT – Infringement Notice



Other Statutory and Enforcement Activities	June	July	Year to Date 2021
Occupancy Permit Issued	5	2	14
Form 46 (Schedule of Maintenance) Issued	0	0	1
Certificate of Final Inspection Issued	7	4	43
Complaints Received	8	9	48
Complaints/Enforcements – Follow up actions	1	0	9
Complaints Resolved without requiring further action	2	3	16

During June and July 2021, the following inspections were undertaken:

Inspection Type	June	July	Year to Date 2021
Inspection - Statutory Building Surveyor	13	19	72
Inspection – Other (Building Certificate, etc.)	0	0	0
Inspection – Enforcement	5	4	20
Inspection – Fire Damaged Property	0	0	0
Inspection – Building Audit	0	0	0
Inspection – Occupancy Checks	0	0	0
Total	18	23	92

Inspections – Yearly Summary	Year to Date 2018	Year to Date 2019	Year to Date 2020
Inspection - Statutory Building Surveyor	24	35	107
Inspection – Other (Building Certificate, etc.)	4	2	0
Inspection – Enforcement	34	54	50
Inspection – Fire Damaged Property	0	0	2
Inspection – Building Audit	0	0	0
Inspection – Occupancy Checks	0	0	1
Total	62	91	160

During July I was on leave and not in the office for 1.5 weeks so unable to carry out inspections during that time. I have resigned as Building Surveyor for 2 Building Permits during July with the owner deciding to engage a private building surveyor due to having works still to be completed.

Occupancy Permits, Certificate of Final Inspections and Building Inspection Directions will be reflected in next month's report once issued.

I have received a further 7 applications to extend the duration of building permit where Council is the Building Surveyor to bring the total to 309 so far. Some of these 7 relate to enquiries and Extension of Time requests received in Feb-Mar 2020. 28.15% have been resolved and had a Certificate of Completion – Building Work Issued. Of the 309 extension of time applications received, I have inspected and dealt with over 48.2%.



BUILDING EXPIRED PERMIT PROJECT - Rhiannon Baines

On-site Building Inspections scheduled and conducted by Holdfast Building Surveying on behalf of Council for the Expired Permit Project for July 2021.

I have drafted x 9 - Certificate of Final Inspections x 2 - Building Inspection Directions yet to be signed by Holdfast, therefore may make the issue date July or August pending being returned.

Holdfast Inspections	26
Certificates of Final Inspections	0
Occupancy Permits	0
Building Inspection Directions	0
Certificates of Completions	0

Below statistics, for Certificates of Completions (Building Work) issued following Occupancy/Final's issued by Council's Building Surveyor along with Building Inspections also conducted for the month of July for the Expired Permit Project.

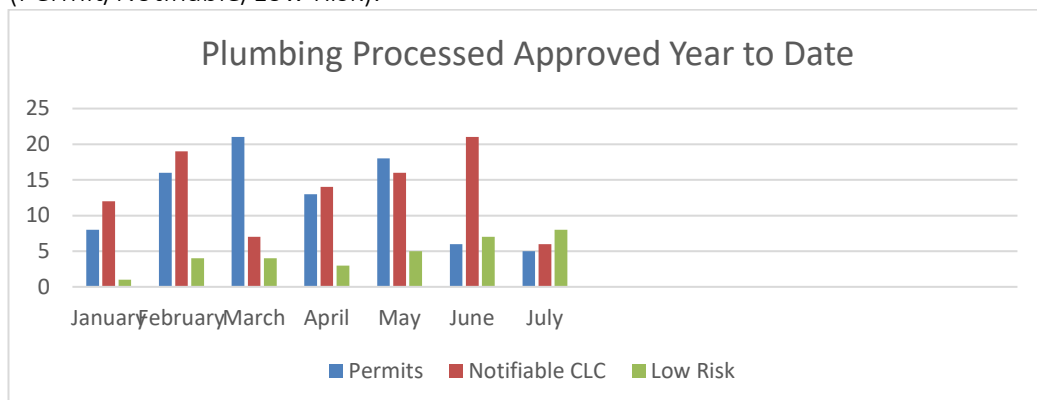
Building Inspections	19
Certificates of Completion (Building Work)	12

Below statistics, for Certificates of Completions (Plumbing Work) issued following on-site Final Inspection's along with Plumbing Inspections conducted for the month of July for the Expire Permit Project.

Plumbing Inspections	31
Certificates of Completion (Plumbing Work)	6

PLUMBING – Simon Butler

Analysis of applications approved year to date including July 2021. These include (Permit/Notifiable/Low Risk).



Details of applications that were processed in July 2021 (details below). These include:

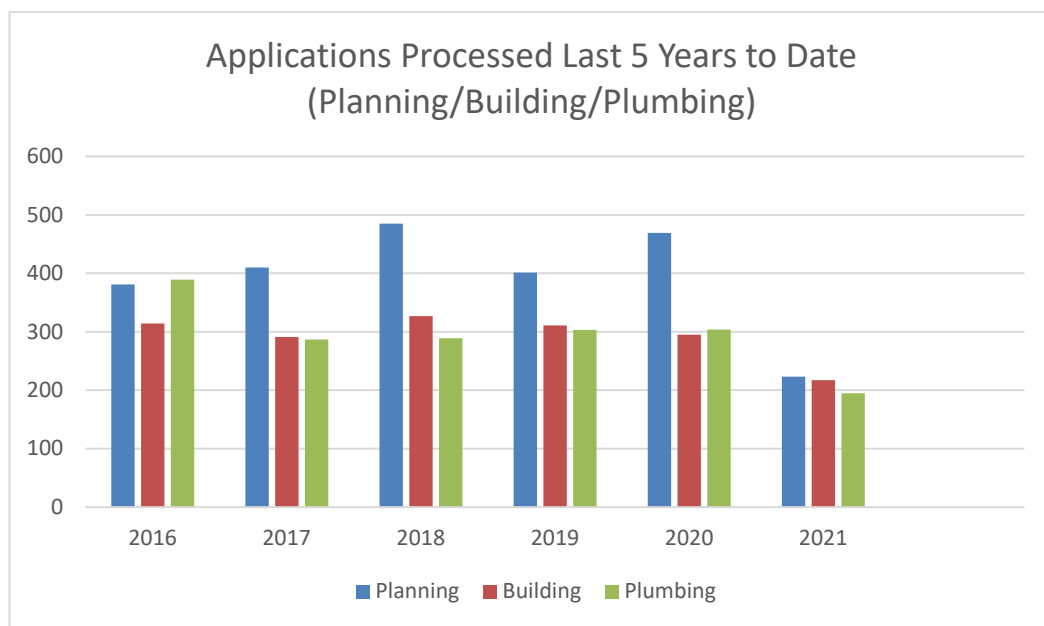
- 5 Permits
- 6 Notifiable
- 8 Low Risk

In July 77 plumbing inspections were conducted for new and existing plumbing works. These works are current Plumbing Permits/Certificate of Likely Compliance and also a number of expired Permits. As a result of these inspections 17 Plumbing Completion certificates were issued.

This month saw a drop in the number of plumbing applications. Although the number of applications had decreased the number of inspections and completions issued had increased. The increase in the number of inspections is a result of the now ongoing support from Steve Hurle, allowing extra time to completion inspections.

DEVELOPMENT ASSESSMENT – Shayla Nowakowski

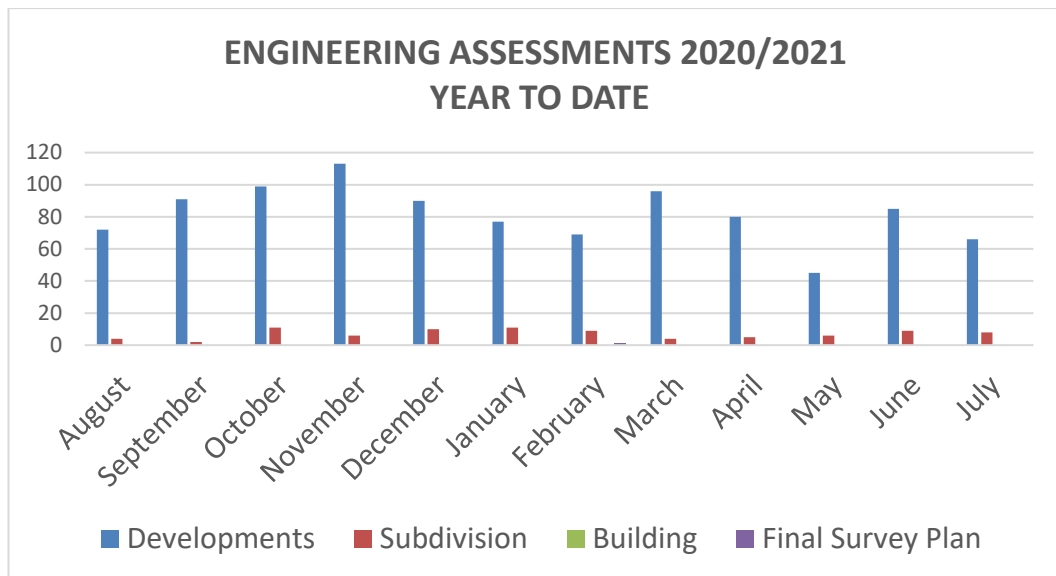
The following table provides details of the overall Planning, Plumbing and Building Applications processed for the years 2016, 2017, 2018, 2019 & 2020 together with current yearly figures up to and including July 2021.



DEVELOPMENT ENGINEERING – Denis Wall (July 2021)

Development Engineering has examined 74 applications (Developments & Subdivisions) for the July period, which required engineering input as follows:





Development Engineering Compliance – Denis Wall

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

- 20 Arthur Highway – 55 Lots on corner of Pawleena Road – commenced in June 2021.
- 30 Montagu Street – commenced in March 2021 – some changes required to SW and Sewer designs – reapproved 31 May 2021 – proceeding.

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

Approved developments likely to commence soon:

- Midway Point – Reynold’s and Harmon’s land by JAC Group.
- Sorell – 37 Pawleena Road – Stage 2 and 3 by Lynmore Holdings.

Contract Construction/Design:

- Commencing new Capital Works Program for 2021/2022 FY.

Capital Works:

- Tenth Avenue / Carlton Beach Road footpath and kerb – commenced August 2021.

Design Work:

- Starting on 2021/2022 capital projects – roads, footpaths, storm water, etc.



- Detail Surveys just underway for larger Capital projects.
- Quotes received for Design of larger Capital projects – Pitt & Sherry successful.

ENVIRONMENTAL HEALTH - Greg Robertson Rachel Tenni (July 2021)

Building Act 2016

Onsite wastewater management assessments completed for Plumbing Permit applications. Several applications are 'on hold' pending further information.

Service reports for AWTS installations have been monitored for compliance with the Building Regulations. A number of AWTS service reports showed lack of maintenance occurring on properties. EHO is following up with letters to owners to ensure the systems are not causing public health issues.

Land Use Planning & Approval Act 1993

Development applications including, subdivisions new dwellings and outbuildings have been assessed and referrals completed.

Meeting with TasWater at the Dodges Ferry Recreation Park to discuss regulatory requirements for decommissioning of the Dodges Ferry School Sewage Lagoons and options for a new package sewage treatment system.

Food Act 2003

One commercial kitchen EHO assessment for the Sorell School was completed. Follow up conditional occupancy Permits were followed up to ensure new food Business complied with NCC.

Nine Food Business inspections were completed. All food business enquiries dealt with via email or telephone. One food business complaint resolved.

All food businesses require annual renewal registration certificates to be sent out. EHO has been assessing annual food business renewal applications. Updated how to renew your registrations in consultation with IT and Stacey which has made the renewal easier for the food business. Reduced paper and printing use and using online fillable forms and emailing certificates to food Business owners.

Public Health Act 1997

Private water registration renewals assessed for all water carriers and Private water suppliers.

Recreational Water Quality

Recreational water quality monitoring for 20/21 has concluded and the EHO is preparing a report on the results.



Communicable diseases

No communicable disease notification was received during June.

Immunisations

Regulatory services staff encouraged to be vaccinated. Three out of the nine staff members currently fully vaccinated. One staff member has received first dose Pfizer and one staff member booked to be vaccinated.

Environmental Management & Pollution Control Act 1994 (EMPCA)

Noise complaints including music noise, and chainsaw operation within 300m of the residence. Complaints were investigated and appropriate action taken.

A complaint about water discharging into a roadside drain was investigated.

Back yard burning complaints were also received.

Waste Management

The recycling hub has been constructed and is located in the foyer of CAC, residents will be able to 'drop off' small batteries, CD's, X-rays, small e-waste, fluorescent light globes etc.

Manager Regulatory Services has prepared a report on volumes of waste from all collection services.

Commenced planning for future waste management services before tender documents are prepared in 2022.

Management

Conducted regulatory services staff performance reviews.

Street Stall / Public place permits

Updated the website to include information on public places and street stall applications.

Assessing two applications for new food vans to operate of an evening at the Dodges Ferry Boat Park and Old Forcett Road.

Staffing

EHO, Senior Compliance Officer and Manager Regulatory Services at work during July.



COMPLIANCE - Darren Carter

Infringements issued for Nuisance Dogs (including Dog at large)	8
Infringement issued for Taking a Dog into a restricted area	0
Reported Dog attacks on livestock or other Dogs	5
Reported Dog attacks on people	2
Dogs impounded	13
Nuisance created by animals including dogs (Noise/Odour)	8
Fire Hazard Abatement notices issued	0
Litter Infringement notice issued	0
New Dog Registrations as a result of door knocks	120
Dog Abatement Notice/infringement Notice (currently being appealed to the Magistrates court)	2
Noise – Nuisance animal (roosters)	5
Infringement issued By-Laws	1

Councils' animal management officers visited 557 properties throughout July to determine if any unregistered dogs were kept at those properties. 16 infringement notices were issued to people who failed to register their dogs after Council officers had spoken to them.

On the 26th July a text message was sent to over 700 dog owners with pending registrations explaining that the discount offered for registrations expired on the 31st of July. On the 30th July Council officers phoned 106 dog owners who had not re registered their dogs.

The message and phone calls contributed to a further 700 registrations being paid in the final week of discounted registrations.

This week a lady's cavalier King Charles spaniel (which was on lead) was attacked on Carlton Beach whilst she was sitting with her child. A German Shepard being walked off lead by two males attacked her dog.

The two men and the dog fled the scene without speaking to the lady or checking on the lady's dog. This highlights the importance of Dog registrations.

If the German Shepard was registered officers could quickly locate the German Shepard and its owner to prevent something like this happening again.

DEPOT WORKS – Amy Neubauer, Ken Grierson, Caitlin, Mandy McLeod, Rebecca Bunyan

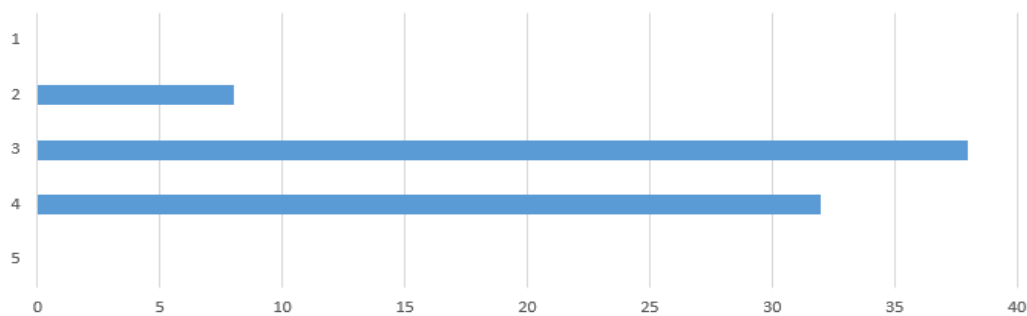
Road Maintenance and Repairs:

Priority 1	Urgent - 1 Day
Priority 2	Important- 6 Weeks
Priority 3	Required - 16 Weeks
Priority 4	Maintenance - 26 Weeks
Priority 5	Monitor - 52 Weeks

Unsealed Road Crew

- 78 Work Orders Complete for July. 8 at Priority 2, 38 at Priority 3 and 32 at Priority 4.
- Works undertaken were maintenance grade and drainage at Bay Road, Bezzants Road, Boomer Road, Josephs Road, Nugent Road, Reardons Road, White Hill Road and Wiggins Road.

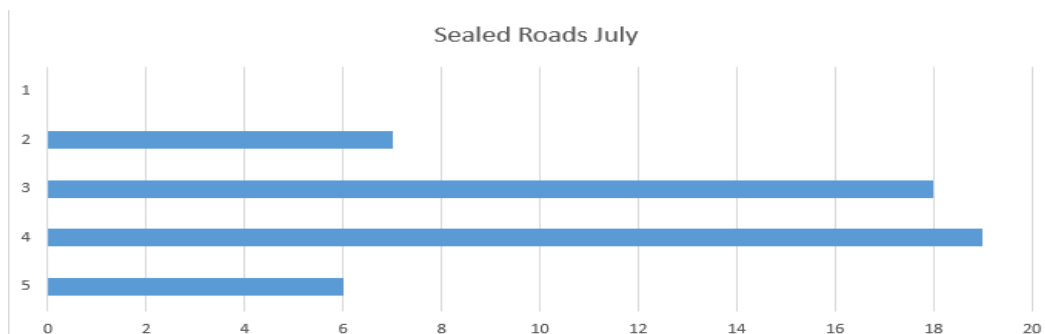
Unsealed Roads July



Sealed Road Crew

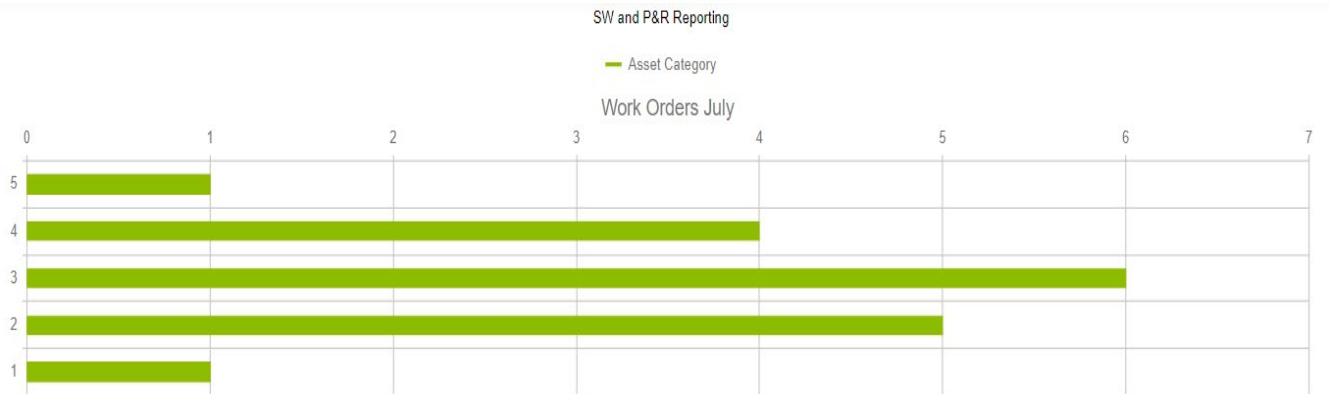
- 50 Work Orders Complete for July. 7 at Priority 2, 18 at Priority 3, 19 at Priority 4 and 6 at Priority 5.
- Works undertaken were maintenance on Arthur Street, Carlton River Road, Forcett Street, Fulham Road, Nugent Road, Penna Road, Shark Point Road and Shrub End Road.

Sealed Roads July



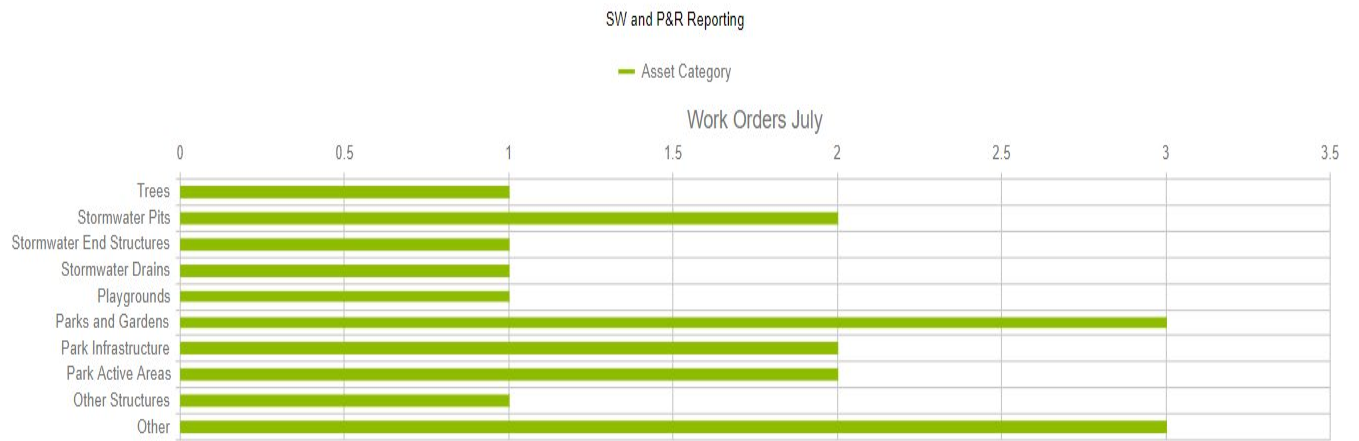
Stormwater Crew:

- Drainage work and rock line for erosion carried out for Whitlam Court, drainage work for Hilltop Place and Bally Park Road.
- Large boulders placed at Moomere end of Snake Hallow.
- Minor Capital for 2 x pits and pipe from 4 to 6 Moomere past 12 Moomere to outfall into Snake Hallow.
- CRM's.



Land Improvements:

- Planted and mulched Kessarios Park garden beds.
- Planted and mulched Boat Park garden beds and softfall.
- Mulched Flyway Park garden beds and started Pembroke Park areas.
- Tree works – Grevillea St and Carlton Bluff and Ridge Road.
- Ongoing maintenance for Parks, Reserves and Walkways.
- CRM's.



FACILITY MAINTENANCE CO-ORDINATOR – Amy Neubauer / Josh Pullen

All Buildings - general maintenance requirements as per form 46

Repairs and maintenance to:

- Malunna new sink mixer and resealing bench tops.
- Pembroke Park club rooms, repair to sliding door rollers.



- TasNetworks pole removal Tiger Head Rd.
- New lights in kitchen and offices at the CAC.
- Replace lights in Depot crib room.
- Remove graffiti from Pembroke Park interchange box.
- Placement of ashes x2 at Dunalley cemetery.
- Repair faulty lights at Park and Ride.
- Unblock two toilets at Midway point Neighbourhood Centre.
- Tripped circuit old change rooms / no pump or score board.
- Fit Defib cabinet in kitchen area.
- Check Faulty security panel Midway Point Hall.
- Sorell Memorial Hall, replace two door handles side of stage.
- Cleaning of netball courts.

Projects:

- AusSpan providing structural calculations for proposed jetty solar lighting.

Repairs and maintenance to public toilet facilities:

- Unblock toilets VIC park.
- Water delivery for DFFC.
- Blocked toilets in old change rooms Pembroke Park.
- Boat park toilet roll holders x3.
- Replace leaking tap wash station tap Primrose Sands.
- Fit toilet roll holder Pioneer Park.
- Remove /fix door and replace door lock Park Beach.
- Fix leaking hose and pump at Marion Bay.
- Replace two toilet roll holders Boat Park.
- Water delivery issue due to faulty tap Primrose Sands.

ASSETS / GIS / ICT – Julie Mann

- Dodges Ferry Footpath Capital project has commenced with contractors now onsite.
- ICT strategy framework underway.
- Plant and Equipment currently being prepared for transfer from Navision to Assetic.
- Milestone 3 of 4 now complete of new website redevelopment project. At the content stage and populating the new layout with all existing and revising latest content i.e., adding electronic forms.
- Finalised the location of additional CCTV camera on Pembroke Park Stadium.

PROJECT ENGINEER - Anthony Walters

Road & Traffic

Vulnerable Road User Program 20/21:

- From Ningana (The Circle) to Taylor Drive (Stage 2) – Construction is complete.
- From Junction St (Bally Park Rd) to the Boat Park – Construction is complete.
- Pedestrian crossing in Main Rd Sorell, adjacent to the high school bus stop / roundabout (Opposite 46 Main Rd) contract has been awarded and works will commence shortly.
- Jetty Road / First Avenue concrete footpath at Dodges Ferry - Construction has commenced.
- Carlton Beach Rd / Carlton River Road to 10th Avenue and opposite 3rd Avenue - Construction has commenced.
- Pennington Drive to the Sorell Park and Ride – Construction expected to commence in November.

Footpaths:

- Raprinner St to Meethenar St – Design for gravel footpath is currently being finalised.

Safer Rural Roads Program:

- Tender has been awarded and works will commence just prior to the September school holidays, to minimise disruptions to road users. The two schools in Richmond will be notified prior to works commencing.

Parks & Reserves

Snake Hollow

- Contractor has completed works on the gravel parking bays and upgrade to internal track.
- Play equipment has been installed.
- Surrounding landscaping and soft fall to play equipment is nearing completion.

Buildings

Pembroke Park Stadium

- Plumbing has commenced for sewer and stormwater from building.
- Installation of structural steel columns - Issue has been resolved and remedial works are underway.
- Purlin installation to the roof is nearing completion.
- Installation of roof to lower sections is complete.



- Installation of blockwork has commenced on the western side (soccer), which is nearly complete and has commenced on the northern side (netball).
- Installation of mechanical ventilation has commenced to the western side.
- Installation of internal plumbing in the ceiling cavity has commenced in the western and northern sides.
- Installation of the steel framework and furring channel for ceilings to the western side of the building is complete.
- External framing to external walls complete on the northern and eastern sides.
- Installation of window and door frames has commenced on the northern and western sides.
- Quote received for installation of cable to car park lighting – currently working on scheduling of works with tender for main car park and VOS being able to move their containers.

Administration

Capitalisation of the 2020/21 footpath renewal program complete.
Capitalisation of the recent VRU projects underway.

8.3 HUMAN RESOURCES, CUSTOMER & COMMUNITY SERVICES, WHS – JESS HINCHEN, MANAGER

^

Meetings Attended:

- Constance Ari – RE: Arts Tasmania Grant Project
- Various meetings RE: SERDA
- Discussions RE: WHS
- Discussions RE: Building Surveying Services
- Management Meeting
- Department Meeting
- Various HR meetings
- Council Workshop

HUMAN RESOURCES

Resignations

- Gavin Connor has resigned from his position of Works Supervisor – Stormwater.
- Karl Mittermayer has resigned from his position of Municipal Worker – Stormwater.

Recruitment

Recruitment for the following positions is currently in progress:

- Works Supervisor – Stormwater – EOI Closed Monday 9th August.



- Advanced Municipal Worker – Closed Monday 2nd August.

Appointments

- Finance Support Officer – Jade Blackwell has been appointed to this position and commenced on 10th August 2021.
- Customer & Business Support Officer – Courtney Dare has been appointed to this position and commencing on 30th August 2021.

PAYROLL/EMPLOYEE SUPPORT

- Two pay runs and end of financial year processing completed.
- HSR & WHS Meeting.
- Subscribe HR & Dialog Meeting Attended.
- Interviews held for Finance Support & CBS.
- Performance Review Preparation.
- 4 x Termination Pays.
- 1 x Induction.
- Spirit Super visit to employees.

TRAINING

Training attended by employees:

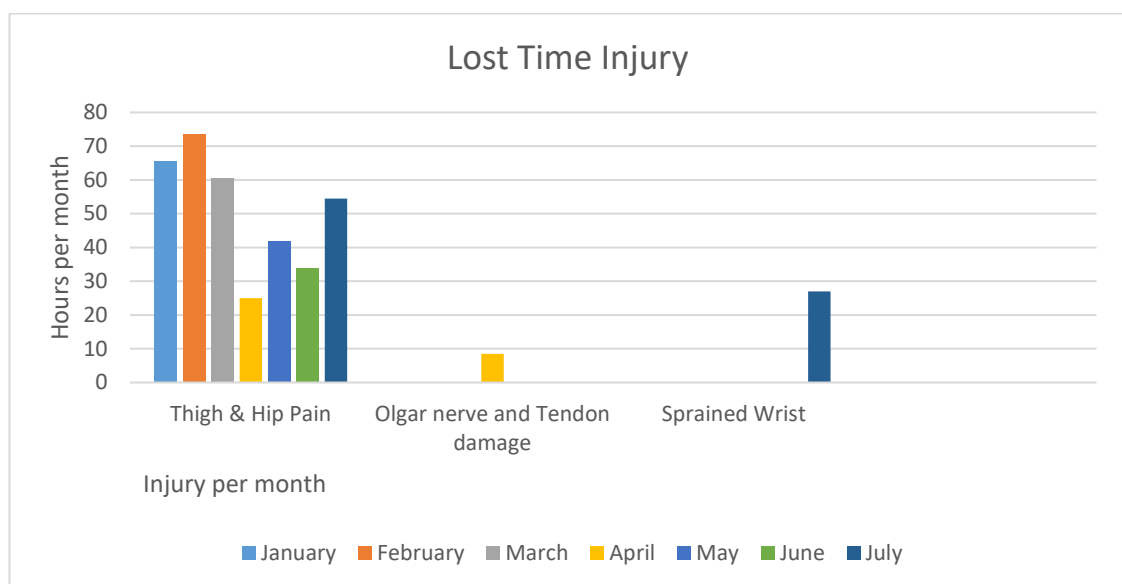
- Confined Space
- Traffic Management

Training for First Aid (refresher) & Chem Cert booked for the coming months.

WORKERS COMPENSATION

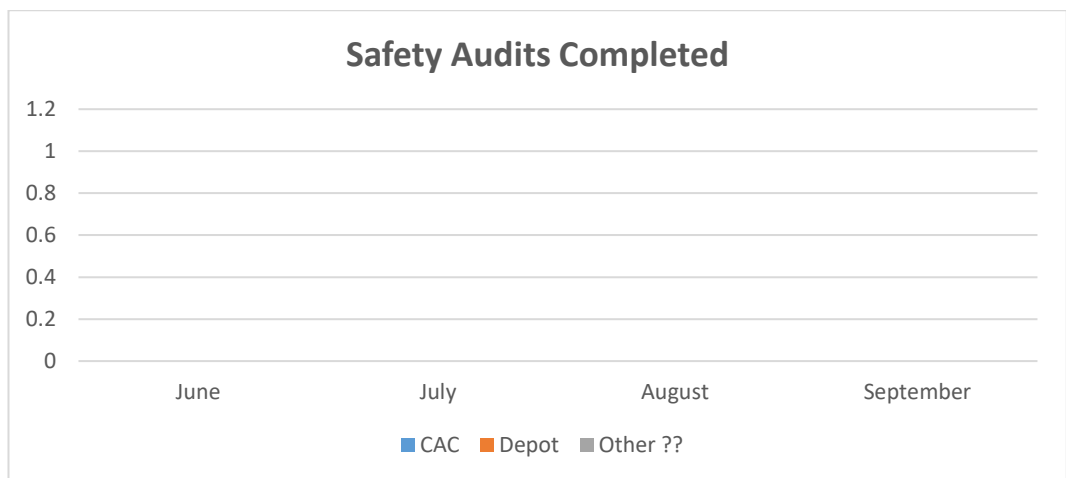
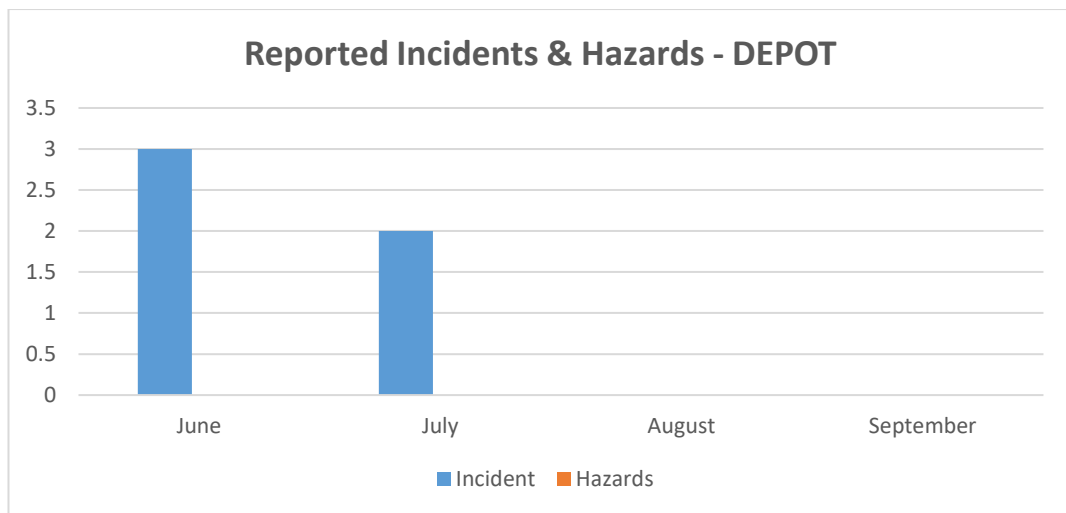
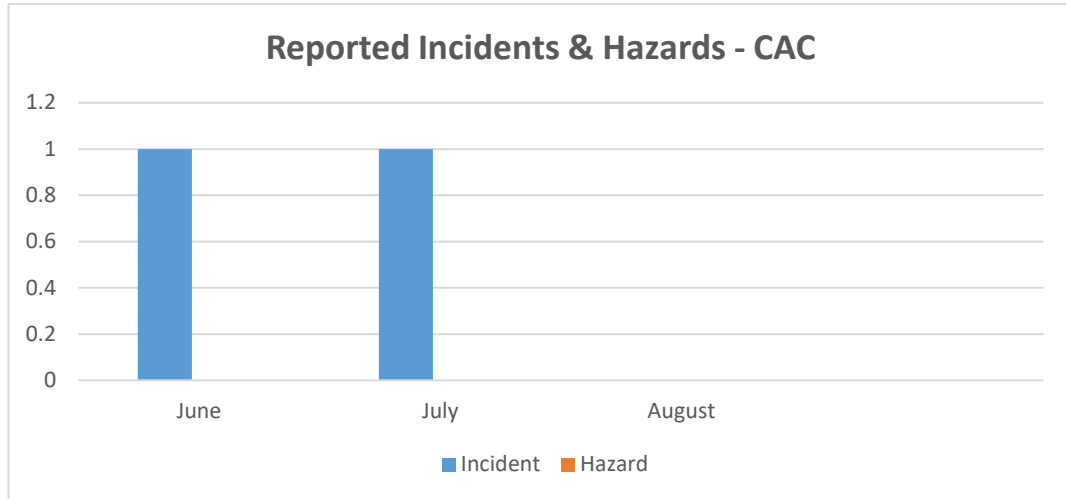
2 x Active claims with QBE

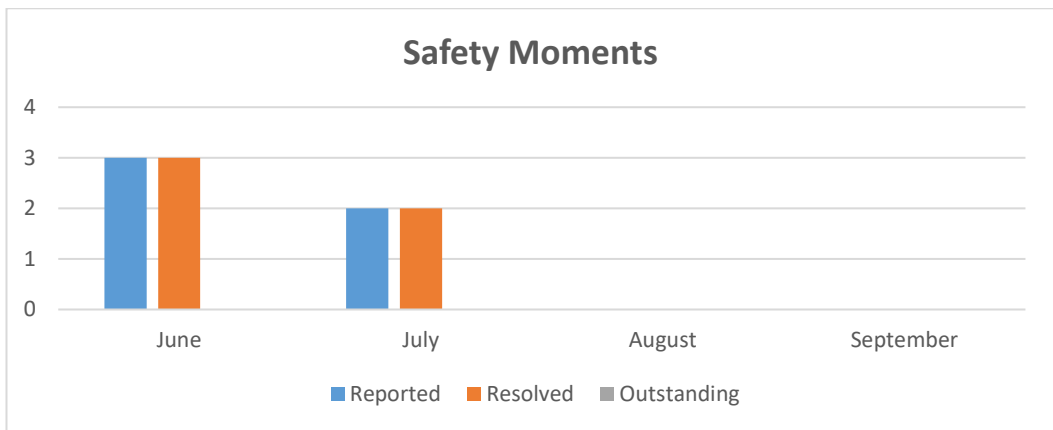
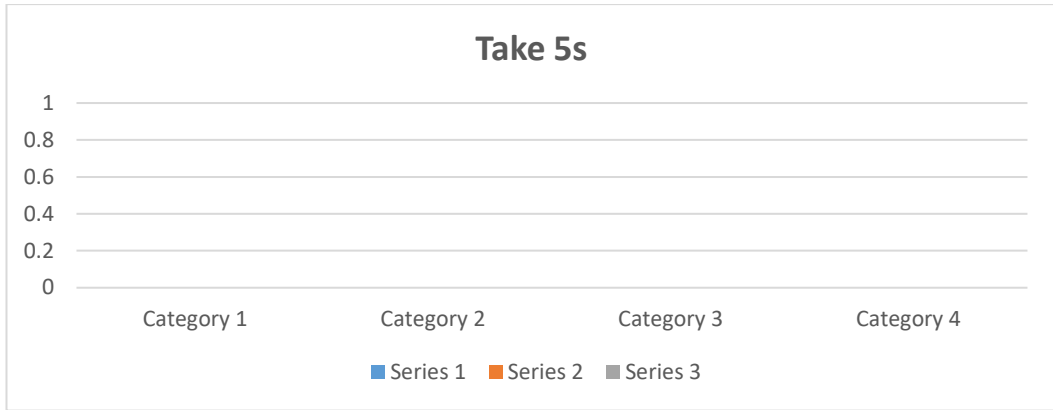
1 x Active claims with Alliance (1 new claim)



WORK, HEALTH & SAFETY

- Drafting the implementation of Take 5s for various workgroups.
- HSR/WHS meeting held on 7th July 2021.
- Revised Incident/ Hazard Reporting form and procedure to be rolled out.

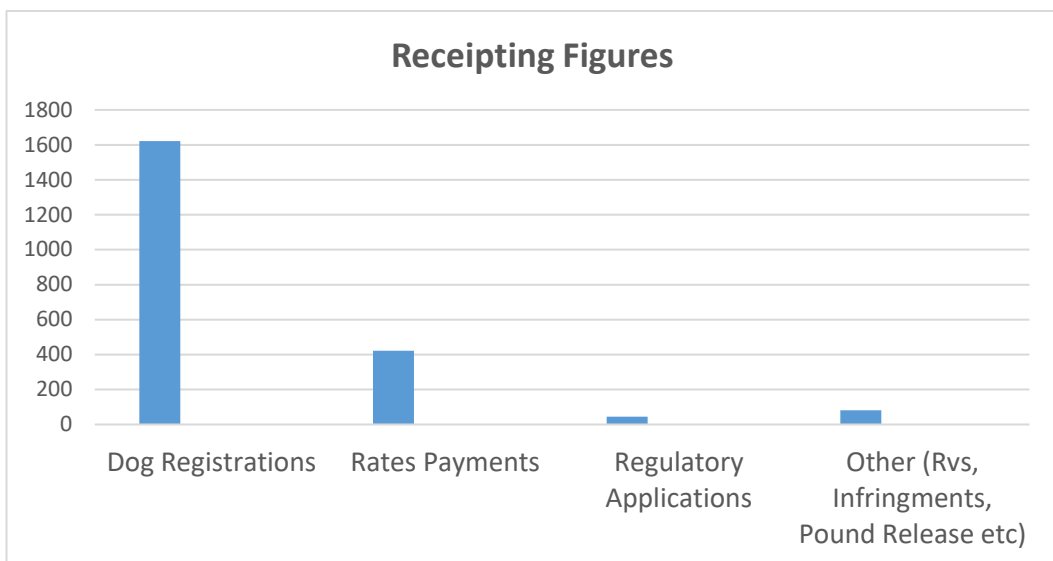


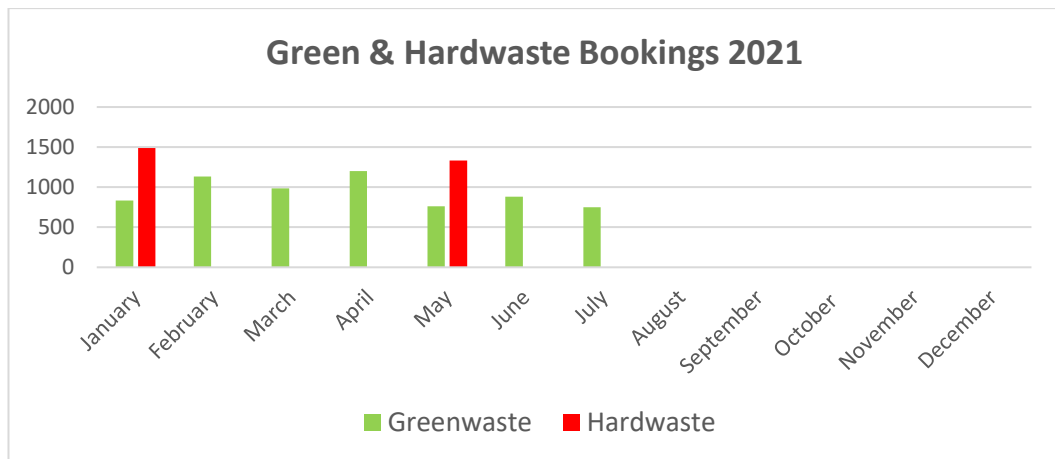


*Reporting not available this month due to staff absenteeism. To be included in September Agenda.

CUSTOMER & BUSINESS SUPPORT

Receipting figures – July:



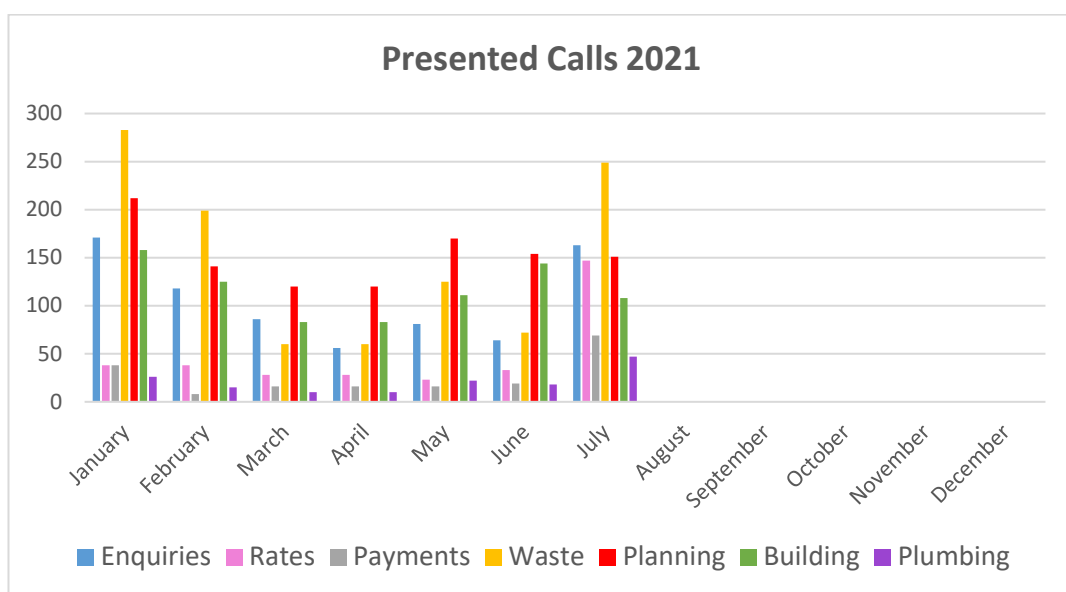


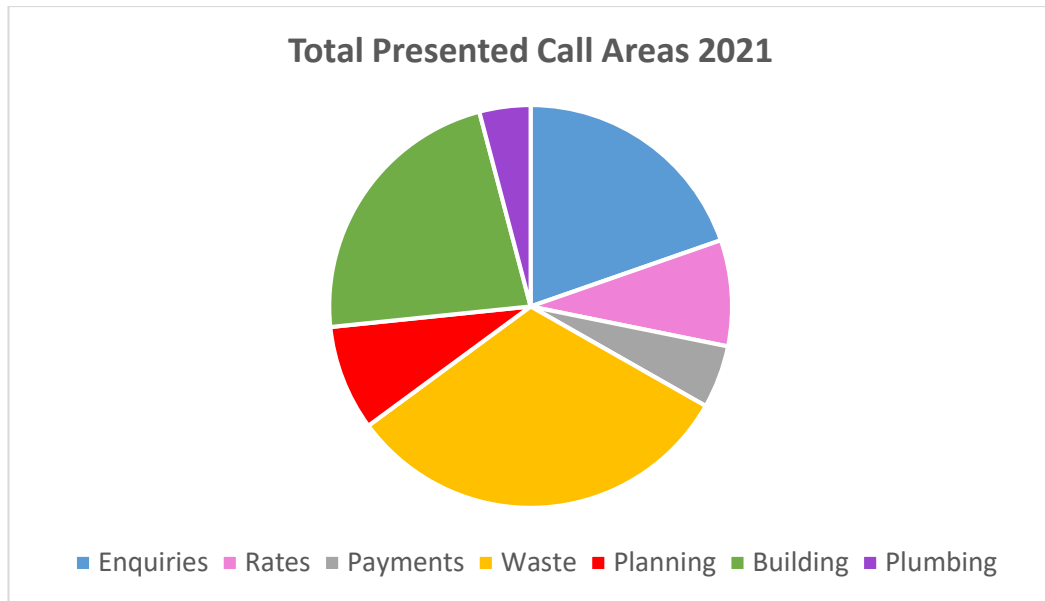
Phone Call Reporting – July 2021

Enquiry	Number of Answered Calls	Average Speed of Answer	Percentage of Calls Answered
Building	91	22 Seconds	84.3%
Enquiries	141	12 Seconds	86.0%
Payments	57	13 Seconds	80.3%
Planning	132	15 Seconds	87.4%
Plumbing	45	19 Seconds	95.7%
Rates	129	12 Seconds	86.0%
Waste/Bins	212	11 Seconds	84.8%

86.0% of calls are being answered within 12 seconds. Time includes welcome message and option menu for customers.

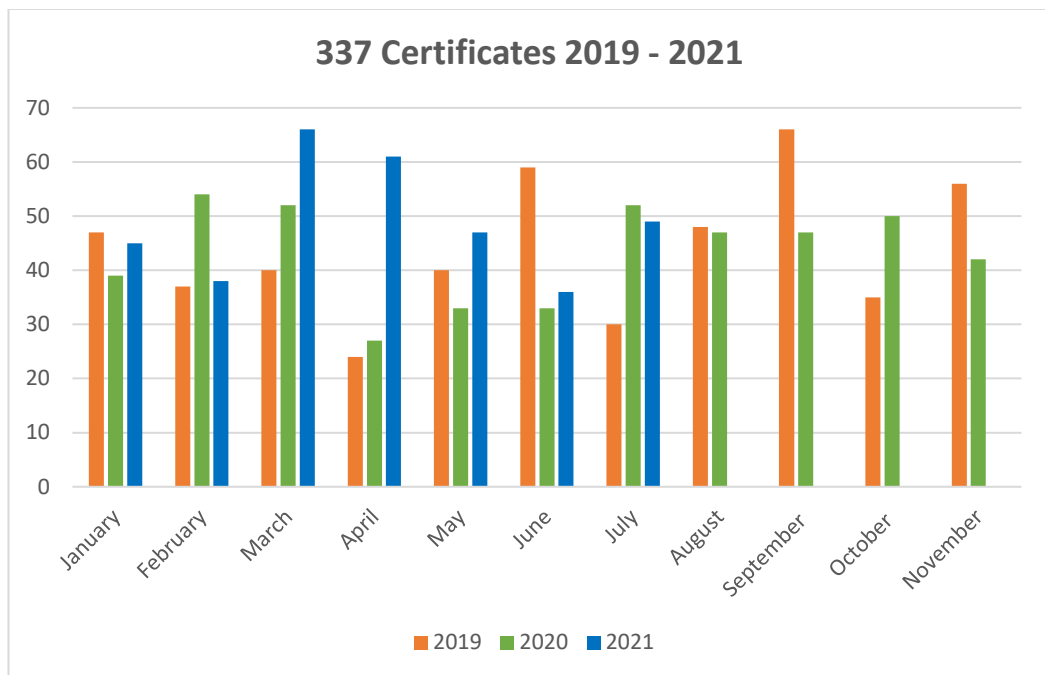
**Planning & Building calls will show a longer answer time as they are the last options for customers to choose when calling in via the phone system.



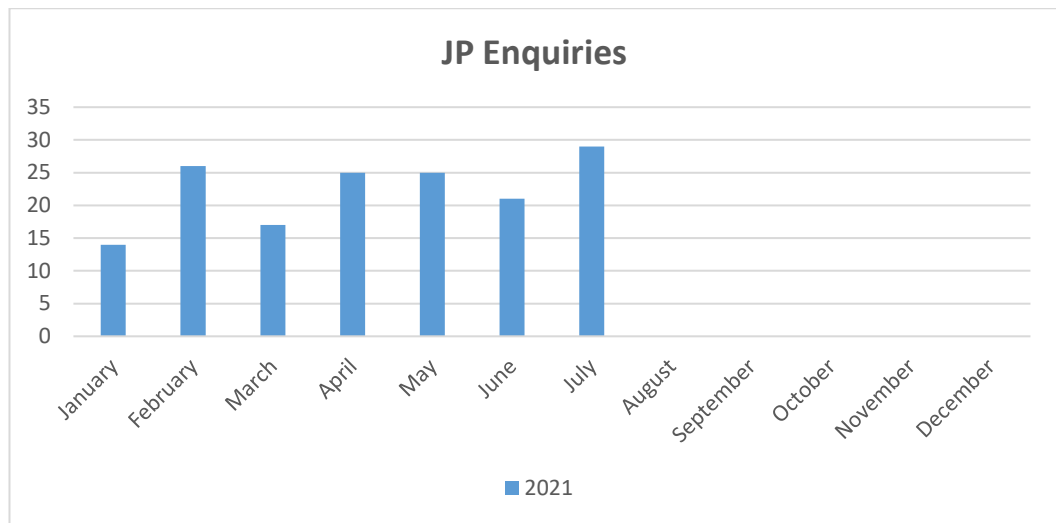


337 Certificates

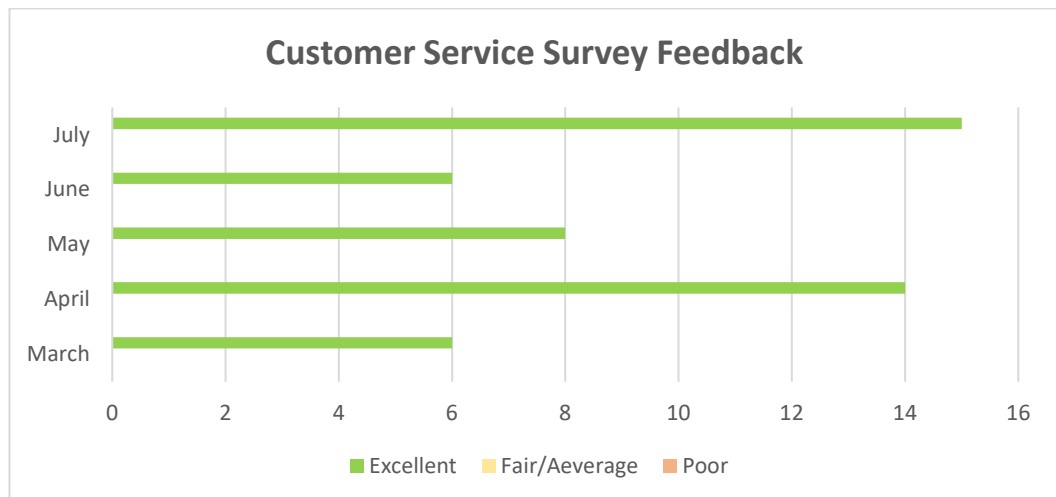
Council processed 49 - 337 Certificates in July 2021, which relate to the sale of properties as detailed in the graph below.



Justice of the Peace Enquiries



Customer Service Survey Feedback



We received 15 completed customer service surveys for the month of July.

COMMUNICATIONS

- Sorell Times – Regular monthly advert and quote from Mayor Vincent re their Sorell School redevelopment article.
- Council Works Update – Monthly update compiled re current and soon to be commenced Council works published on our website, Facebook and Instagram pages.
- Community Consultation – Nil this month.
- Advocacy – Update of Council’s Regional Strengthening Projects document ongoing.
- Website – Updated with news and documents including Council Works Updates and Community Hall AGM’s.



- Capital Works Schedule – Completed and uploaded to the website.
- Brochures – all public brochures currently being updated for printing and website.
- Website redevelopment – Work for the website redevelopment is ongoing.
- Annual Report – Commenced coordinating Council's 2020/2021 Annual Report.
- Waste Education – Facebook posts ongoing and planning for a recycling display is ongoing.

SOCIAL MEDIA

Facebook Insights 8 July - 4 August 2021

Content and Caption	Post time	Reach	Likes & Reactions	Comments	Shares	Link clicks
South East Tasmania Salvos are running a free community movie night next Friday night at the Sorell Memorial Hall!	2021-07-25T17:12:55	3961	60	26	21	173
<p>SORELL SKATE PARK</p> <p>The Sorell Skate Park is currently closed due to upgrade works. The works include a new concrete skate surface and other elements such as new coping, ramp extension, platform widening, and other features budget allows for.</p> <p>These works will address the issues the aging park has and once again make it an inviting and fun recreational space for our local youth. Thanks for your patience whilst these works are carried out!</p>	2021-08-04T16:07:49	2594	43	17	4	372
<p>DOG REGISTRATION</p> <p>Discounted dog registration fees are due by 31 July.</p> <p>Payments can be made via BPAY. All details are on your registration renewal notice.</p> <p>New dog registrations can be completed in person at the Council Offices. Thank you for your cooperation!</p>	2021-07-19T18:00:11	2049	19	6	7	108
<p>The Bus is back!</p> <p>Call 13 20 50 to book or head online - www.health.tas.gov.au/cancerscreening/population-screening-and-cancer-prevention/forms/request-an-appointment</p>	2021-07-28T16:04:11	1988	17	4	8	86
<p>SORELL 2021 EVENT</p> <p>Don't forget about CWA Sorell's upcoming 'Through the Ages' display at the Sorell Memorial Hall, starting next week!</p>	2021-07-25T18:21:17	1865	56	3	7	25



<p>COUNCIL WORKS UPDATE</p> <p>Current and soon to be commenced Council works and projects as at 1 August 2021:</p> <p>Pembroke Park Stadium Construction of the roof and external wall steel framing is ongoing. Plumbing and mechanical ventilation work has commenced and preparation for the indoor courts slab and planning for the brickwork and window installation is underway.</p> <p>Stormwater Minor upgrades, storm damage repair and general maintenance on stormwater infrastructure is ongoing throughout the Municipality.</p> <p>Junction Street intersection to Boat Park Car Park Construction of new pedestrian islands, concrete kerb and footpaths is nearing completion.</p> <p>Sorell Skate Park Improvements to the Skate Park including new concrete skate surface and other elements such as new coping, ramp extension, platform widening, flatrails, ledges, bank, downrails and quarter pipe is ongoing.</p> <p>Snake Hollow Play equipment including swings and a slide has been installed.</p> <p>Stormwater works are being carried out at one end of the park. Works continue with additions such as softfall and retaining walls.</p> <p>First Avenue and Jetty Road, Dodges Ferry New footpath to be installed down eastern side of First Avenue, and along the northern side of Jetty Road.</p> <p>Main Road, Sorell Pedestrian refuge to be installed on Main Road, near Forcett Street.</p>	2021-08-01T16:04:59	1827	14	9	1	136
Please read below for an important message from the EPA Tas.	2021-07-27T21:02:56	1560	7	2	4	114
<p>TICKET TO PLAY</p> <p>Get your Ticket to Play and join a club today!</p> <p>Two vouchers up to \$100 each towards club membership are available for children aged 5-18 years and listed on a Centrelink Health Care or Pensioner Concession Card or in Out of Home Care.</p> <p>Vouchers can be used towards the cost of membership at sporting clubs, Scouts, Guides and Cadets. Vouchers can be used at two different activity providers or both can be used at one activity provider. Use one for a summer sport and the other for a winter sport, or use one for your favourite sport and the other to try something new? Applications close 31 May 2022. Vouchers</p>	2021-07-26T16:17:50	1368	11	2	2	17



<p>must be used by 6 June 2022. Click on the link below to learn more and apply. https://www.communities.tas.gov.au/ticket-to-play</p>						
<p>UPDATE - Our phones are back up and running now! Thanks for your patience. We are currently experiencing phone difficulties with incoming calls and hope to have the matter resolved soon.</p>	2021-07-18T18:58:44	1214	5	2	0	102
<p>EXPRESSIONS OF INTEREST Sorell Community Cultural Precinct Reference Committee Are you interested in helping us to make a Cultural Precinct in Sorell a reality? Then this is the opportunity for you! Expressions of Interest are now open for interested people to apply for our Sorell Community Cultural Precinct Reference Committee. The objectives of this group is to assist in planning for the development of the precinct, ensure a range of perspectives are considered, contribute to the development of an operating model, assist in ensuring effective communication between Council, the community and stakeholders, encouraging broader community interest in the precinct, promote its use for a broad array of activities and applying for appropriate grants. Expressions of Interest are open until COB Friday 16 July 2021. Full details is available on our website - https://www.sorell.tas.gov.au/expressions-of-interest-sorell-community-cultural-precinct-reference-committee/</p>	2021-07-13T03:22:47	1184	6	0	2	33
<p>SHARE THE DIGNITY We are a collection point for the August #dignitydrive once again! You can drop your donations of period products and sanitary items in to our offices in Cole Street between 8am and 4.45pm Monday to Friday. All donations stay local to help local women and girls. Thanks for helping us to end period poverty!</p>	2021-08-03T16:41:30	1088	23	0	6	10

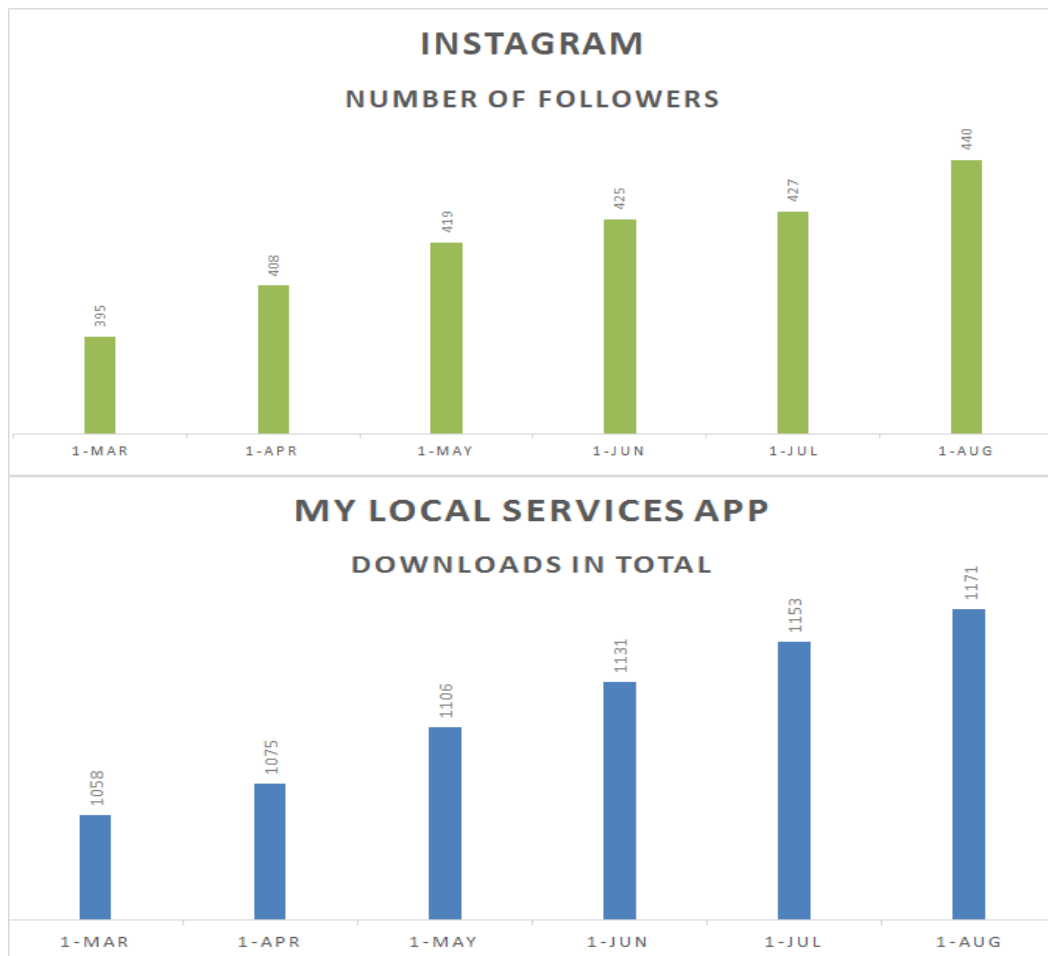


Launching next week The SERDA Youth Project is the next big thing happening in our region to help local people find local jobs. Like their page below to follow along on this exciting journey!	2021-07-14T23:10:53	789	5	0	2	18
WASTE WEDNESDAY This Plastic Free July say no to plastic wrap! Check out the seven alternatives we've posted about before here - https://www.facebook.com/223015471135013/photos/pb.100064670710834.-2207520000../3209235532512977/?type=3 Choose to refuse single use plastics this July! www.plasticfreejuly.org	2021-07-20T16:15:21	764	4	1	0	17
Mental Health Families and Friends Tasmania are running Conversations About Suicide training to our community. The course will teach you how to identify, approach and support someone who is experiencing suicidal thoughts and behaviours using a practical, evidence based Action Plan. You will also have the opportunity to practice your new skills in a safe environment. Full details in the event link below.	2021-07-22T22:25:55	631	8	0	0	14
WASTE WEDNESDAY This Plastic Free July take your own reusable coffee cup or drink your coffee there! What else will you choose to refuse this July? www.plasticfreejuly.org	2021-07-13T16:12:05	623	2	0	0	4
UPDATE - Copping Hall's AGM has been postponed. Date will be advised shortly. Apologies for any inconvenience caused. Council s community halls are having their Annual General Meetings this month. Dunalley Hall 4.30pm on 10 August at the Dunalley Hall Copping Hall Date TBC These community facilities are managed by a volunteer group of community members who form a Special Committee of Council. The AGM's are open to members of the public to attend. All welcome!	2021-08-03T23:42:06	503	2	0	0	0
Nominations for the Australian of the Year Awards are closing soon. Its easy to nominate - just click on the link below for all the info!	2021-07-08T19:31:06	384	1	0	0	1
WASTE WEDNESDAY This @plasticfreejuly take your own reusable coffee cup or drink your coffee there! What else will you choose to refuse this July? www.plasticfreejuly.org	2021-07-13T16:12:04	129	4	0		



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<p>Council s community halls are having their Annual General Meetings this month.</p> <p>Dunalley Hall 4.30pm on 10 August at the Dunalley Hall</p> <p>Copping Hall 7.00pm on 11 August at the Copping Hall</p> <p>These community facilities are managed by a volunteer group of community members who form a Special Committee of Council.</p> <p>The AGM's are open to members of the public to attend. All welcome!</p>	2021-08-03T23:42:07	91	0	0		





MEDIA

- Cricket Tasmania – provided quotes from Mayor Vincent for their announcement of the Tasmanian recipients of the 2020-2021 round of the Australian Cricket Infrastructure Fund (ACIF) as Council received funding for an upgrade to the cricket nets at Pembroke Park - <https://www.crickettas.com.au/news/acif-recipients-announced/2021-08-04>
- The Mercury – provided information and quotes from Mayor Vincent for their story on the 200 year anniversary of the naming of the Sorell Township.
- The Mercury – Responded to a request for information regarding Council's Gifts and Benefits Register.

CORPORATE ADMINISTRATION



GRANTS

Annual Contribution

- Dunalley Community Hall
- Copping Community Hall
- Primrose Sands Community Hall
- Sea Rescue Tasmania

Quick Response Grant

- Historical Society of Sorell

Individual Achievement Program

- Joshua Rawson

Grants - applications made by Council:

- Community Arts and Cultural Development (Local Government) - Application submitted to engage professional CACD practitioners to work with the South East community to explore our community identity through creative arts opportunities. Notified of the successful outcome in May 2021.
- Australian Cricket Infrastructure Fund – Application submitted for an upgrade to the cricket nets and practice area at Pembroke Park. Notified of successful outcome in July 2021.

RIGHT TO INFORMATION

- One Right to Information Request for Internal Review.

POLICY REVIEW

- Reviewed Public Interest Disclosure Policy and sent to the Ombudsman.
- Reviewed Document Naming Convention Guidelines.
- Pembroke Park Signage Policy – Currently under review.
- Records Management Policy – Currently under review.

COMMUNITY SERVICES – Hours of Use

Facility	Hours for Month of April 2021	Hours for Month of May 2021	Hours for Month of June 2021	Hours for Month of July 2021
Midway Point Hall	63.5	90	65	45
Copping Community Hall	29	30	21	30
Dunalley Hall	44	24	22	18
Sorell Memorial Hall	37	163	82	115
Dodges Ferry Rec Centre	48	86.5	84	44
Pembroke Park - TOTAL	187.5	229.5	185.5	171.5
Junior Oval	45	42	47	47
Senior Oval	61.5	54	44	41.5
Netball Courts	53.5	82.5	56.5	53
Soccer Pitch	27.5	20	38	30
Dodges Ferry Oval	36	22	40.5	26.5
PCYC	132	9	18	16

OTHER DEPARTMENT ACTIVITY

- Various lease and licence agreements
- Various hall and ground booking agreements
- Cemetery burial and columbarium wall bookings
- Preparations for Seniors Week

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

- AFL Tasmanian Football Futures on line meeting
- Assisted community groups with COVID-19 Safety Plan template
- Dunalley Hall Committee - Judy Young EOFY
- Copping Hall Committee - Kylie Walker EOFY
- Mary Eleanor Natural Funeral Care – Sandra Bamford.
- Sorell Cricket Club – Cricket Nets project
- Dunalley Hall AGM
- Sorell Football Club
- Anglican Church
- Country Womens Association
- Sorell Cricket Club – Grant application



8.4 FINANCE – STEPHANIE PERRY, MANAGER

Financial Management

During the month of July, the following key financial management tasks were completed:

- Finance staff worked on the end of financial year procedures, including preparation of balance sheet reconciliations and Council’s statutory financial statements. Council’s statutory financial statements are due to be lodged with the Tasmanian Audit Office on 14 August 2021.
- South East Region Development Association (SERDA) ad-hoc and monthly financial tasks were completed.

Rates

- The new rates structure was implemented for the 2021/2022 financial year. Under the new rates structure, the general rate is calculated by multiplying the Assessed Annual Vale of the property by a “cents in the dollar” rate and then a fixed fee is added. Under the new rates structure, Council has 4 different rating categories based on the Land Use Codes assigned by the Officer of the Valuer-General. Each of the 4 rating categories has a different “cents in the dollar rate”. Under the new rates structure, boatshed remissions and specified land remissions are no longer applied. Pensioner concessions and charitable remissions still apply.
- Rates notices for 2021/2022 were sent out in early July.
- At the end of July, 16.2% of rates had already been paid, compared to 16.6% at the same time last year.

Audit

- WLF Accounting & Advisory will be on site the week starting Monday 16 August 2021 to complete the 2020/2021 end of financial year audit.

Grants & Funding

- Council invoiced the Department of Police, Fire and Emergency Management for \$11k (including GST) for instalment 1 of the Natural Hazard Risk Framework. This invoice was paid by the Department in July.
- Council invoiced Cricket Tasmania for \$29.7k (including GST) for instalment 1 of Australian Cricket Infrastructure Fund Project Grant, for the Pembroke Park net upgrade project. At the end of July, this invoice was yet to be paid by Cricket Tasmania.



No other grants were received or invoiced during the month of July.

Insurance

- Insurance renewal documentation for the 2021/2022 financial year has been completed and provided to the insurance brokers, with all insurance policies in place by 30 June 2021.

Fleet Management

- A capital budget allocation was made for fleet replacements during the 2021/2022 financial year and has been approved. It is anticipated this will be actioned in the second half of the financial year.

Plant and Equipment Disposals

- Nil

Meetings

- Monthly meeting, with all key internal stakeholders, regarding the NAV finance system upgrade – 13/07/2021
- Interviews for Finance Support Officer – 19/07/2021
- Regular meetings with Dialog to discuss the finance system upgrade from NAV to Business Central
- Regular meetings with Subscribe HR to discuss the timesheet system upgrade
- Australian Government, Department of Infrastructure, Transport, Regional Development and Communications, webinar update on the transition to the Reporting and Program Management System (RPM) for the infrastructure reporting systems – 8/07/2021

9.0 PETITIONS

At the time of preparation of this agenda no petitions had been received.

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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 2015, 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

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RECOMMENDATION

“That the minutes of the Development Assessment Special Committee (DASC) Meetings of 2nd and 10th August 2021 be noted.”

11.0 ENGINEERING & REGULATORY SERVICES

^

11.1 WASTE MANAGEMENT ANNUAL TONNAGES

^

RECOMMENDATION

“That Council resolve to receive and note the waste management annual tonnage report.”

Introduction

Council provides a range of waste management services including kerbside garbage, recycling, greenwaste, hard waste and public bin collection. Council also subsidises residents taking domestic waste to the Mornington Park Transfer Station.

Strategic plan

Consistent with objective 2 - Responsible Stewardship and a Sustainable Organisation to deliver services the community requires.

Annual plan

Included in the 2021/22 annual plan.

Policy

- Local Government Act 1993
- Sorell Council Waste Management Policy 2019

Environmental implications



Data on the amount of waste generated provides valuable information as we transition towards a more circular economy and prepare for the container refund scheme and waste levy.

Asset management implications

Nil

Risk management implications

Nil

Community implications

The waste management report provides information for residents on the amount of waste generated and how much is recycled, re-used or disposed of.

Statutory implications

Nil

Report

Council provides a range of waste management services to residents and visitors of the Sorell Municipal Area, including:

- Weekly kerbside garbage collection;
- Fortnightly kerbside recycling collection;
- Monthly Greenwaste collection;
- Quarterly Hardwaste collection;
- Recycling Centres in Dodges Ferry & Sorell;
- Public bin collection from parks and reserves; and
- A subsidy for residents to use the Mornington Park Waste Transfer Station.

Table 1 provides details of monthly kerbside garbage collection weight for the period 15/16 to 20/21 financial years. Weight is growing gradually in line with population increases.

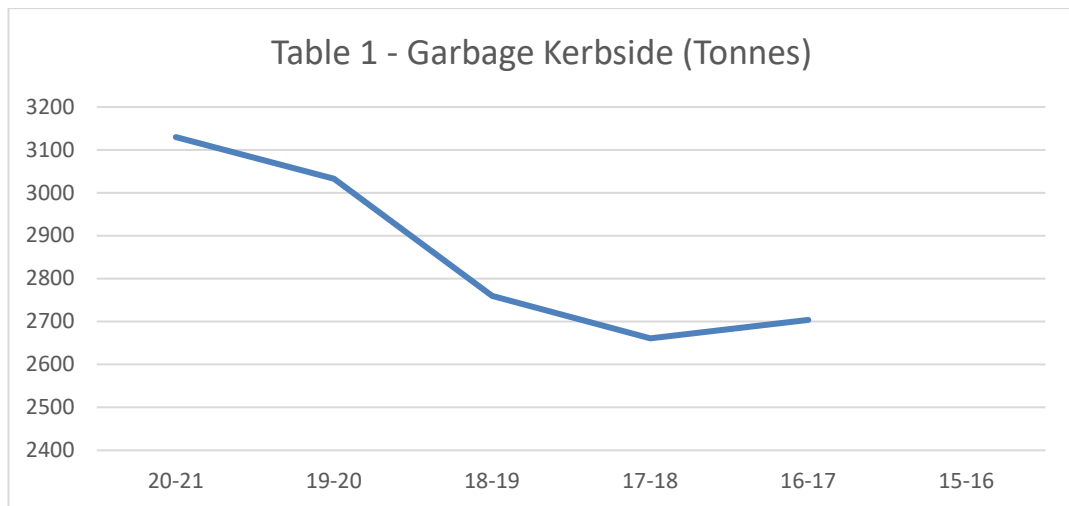


Table 2 contains monthly totals of kerbside recycling collected for the financial year 15/16 to 20/21. As for garbage collection, recycling weight is generally increasing with population.

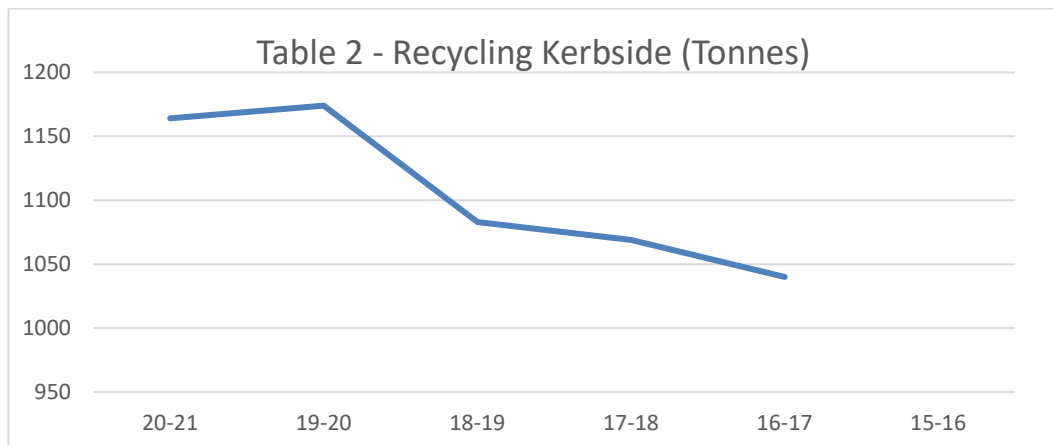
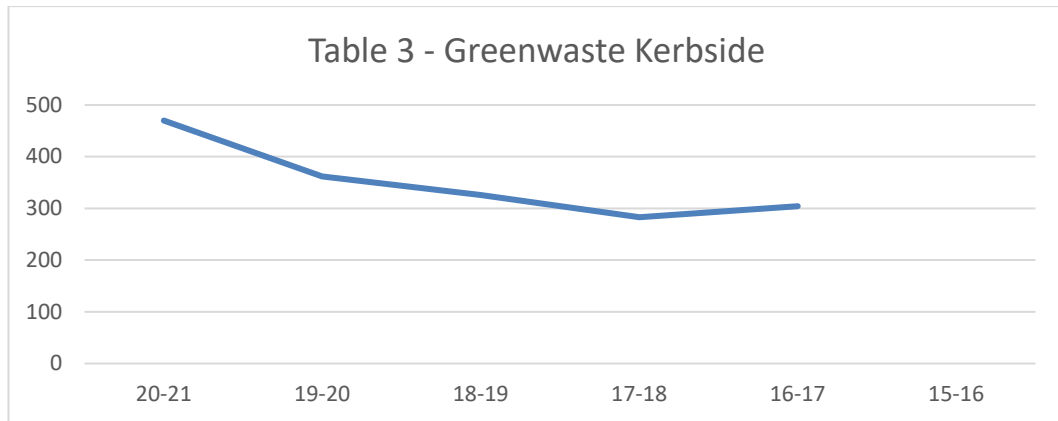


Table 3 includes monthly tonnages of kerbside greenwaste collected. Unlike garbage and recycling, the weight collected increases significantly based on seasonal factors. Often amounts are higher in late spring, early summer and autumn when vegetation growth occurs and residents are more likely to be doing garden maintenance.

Whilst no specific data exists, our contractor has reported that the volumes collected in the Southern Beaches is notably higher than Sorell & Midway Point. The composition of greenwaste from Dodges Ferry and Primrose Sands has a higher percentage of tree trimmings than Sorell & Midway Point.

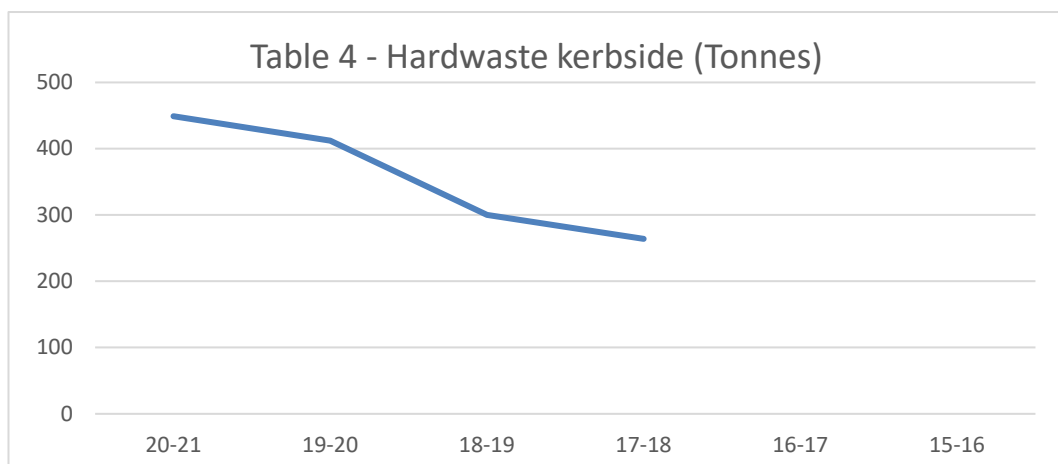
From 15/16 to 20/21 the annual weight of greenwaste collected has increased by 35%.



Hard waste is collected 4 times a year, generally in February/March, May/June, August/September and November/December. The total tonnage collected for each month is shown in Table 4.

Hard waste volumes for the Southern Beaches are notably higher than Sorell and Midway Point.

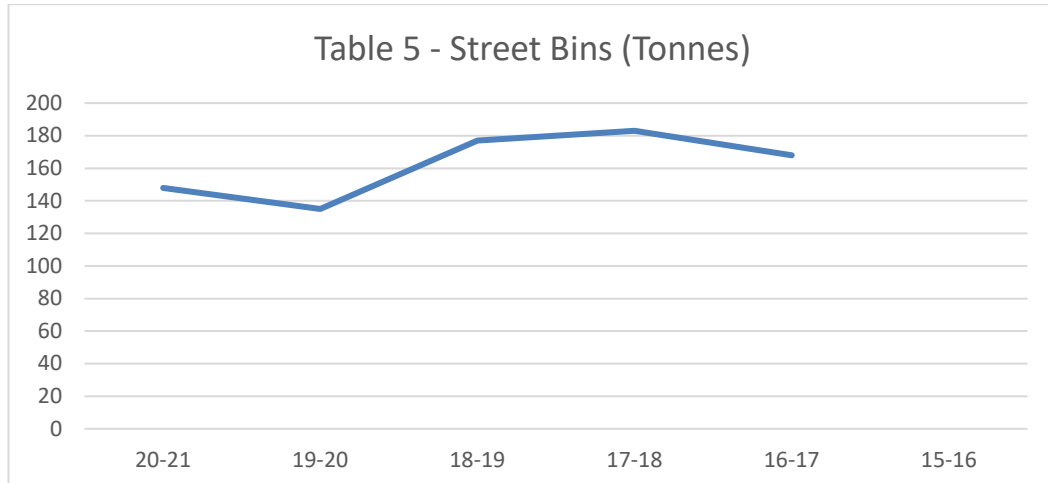
From 15/16 to 20/21, the annual total weight of hard waste has increased by 41% even though some hard waste is now being diverted for recycling.



Street bins situated on Council roads, parks and reserves are collected once a day from Monday to Friday and again on Sunday mornings from 1 December to until the end of March. Street bins are not emptied on Wednesday's during winter when the volumes are lower.

Waste collected increases over the summer period when more residents and visitors use parks and reserves. Table 5 provides the monthly totals from 15/16 to 20/21.

Dog faeces bins are emptied once a week, the volumes are incorporated into the street bin figures.



Council provides a subsidy for Sorell Municipal residents using the Mornington Park waste transfer station.

The below Table 6 includes monthly totals of greenwaste taken to the transfer station from residents of the Sorell Municipal area. It is interesting to compare the monthly totals with the corresponding totals for kerbside greenwaste collection.

The figures indicate that even though Council provides a comprehensive kerbside greenwaste collection many residents are still taking greenwaste to the transfer station.

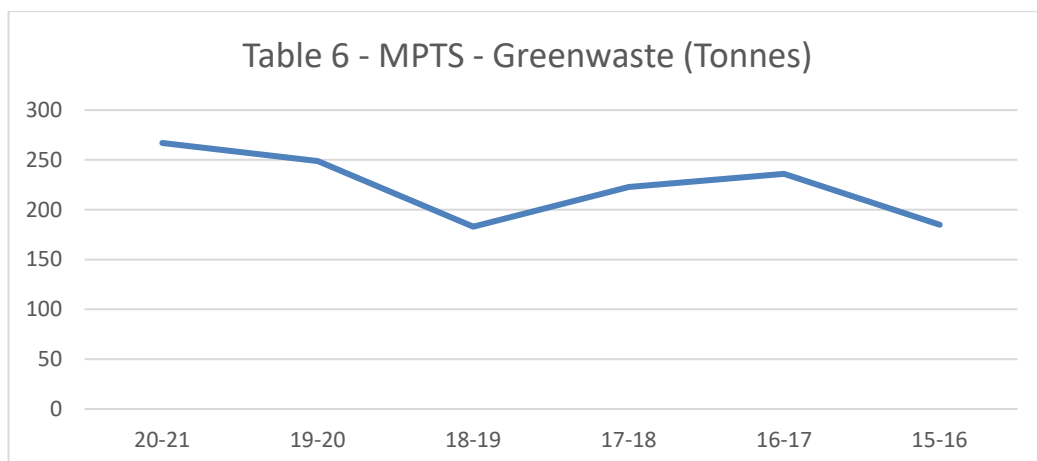
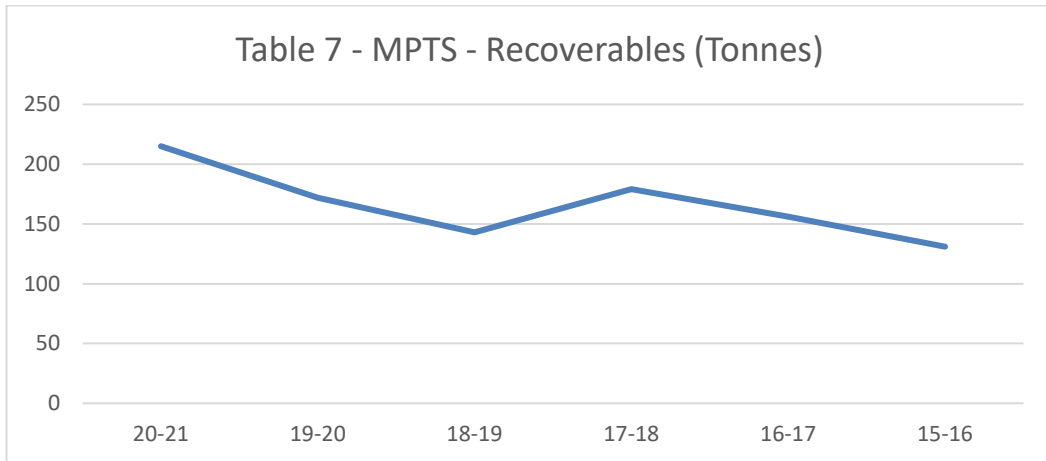


Table 7 has monthly totals of recoverables received at the Mornington Park Transfer Station. Recoverables include bottles, cans, cardboard, paper and other materials typically collected in kerbside recycling, timber, metals, furniture and any materials suitable for sale via the tip shop.

The below figures may under estimate the overall totals as the figures only include 'loads' of waste that are identified as 'mostly recoverables'. In many cases residents

take mixed loads with mostly general waste and some recoverables. These loads appear in the general waste totals.

Apart from the winter of 2018, recoverable totals are increasing each year.



Monthly totals of garbage or general waste taken to the Mornington Park Transfer Station are in Table 8. The amount of waste significantly increases in December each year. While recoverables are increasing, garbage volumes have 'plateaued' then reduced last year.

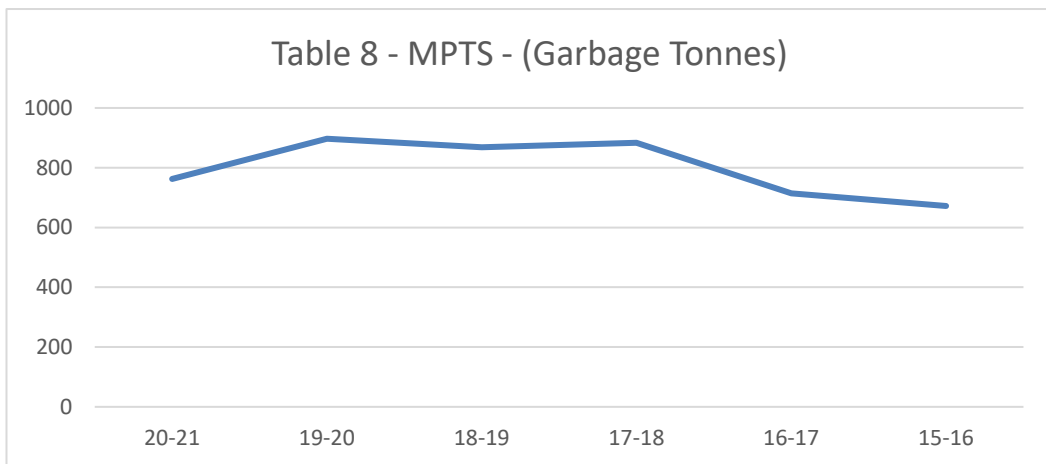


Table 9 includes the data used to generate the above graphs.

Financial Year	MPTS Garbage	MPTS Recoverables	MPTS Greenwaste	Street Bins	Hard waste kerbside	Recycling Kerbside	Greenwaste Kerbside	Garbage Kerbside
20-21	763	215	267	148	449	1164	470	3130
19-20	897	172	249	135	412	1174	362	3033
18-19	869	143	183	177	300	1083	326	2760
17-18	884	179	223	183	264	1069	283	2661
16-17	714	156	236	168		1040	304	2704
15-16	672	131	185					

Conclusion

The waste services provided by Council continue to be popular, kerbside hard waste and greenwaste collection numbers are growing and this corresponds with an increase in waste volumes.

An increase in kerbside garbage and recycling is likely related to increases in population during this period.

There hasn't been the same level of increase in waste volumes taken to Mornington Park Transfer Station (MPTS), but the increase in kerbside hard waste may suggest that some residents are 'holding onto' waste for kerbside collection rather than taking in directly to MPTS.

Public bin waste volumes are declining, this may be related to a reduction in waste from tourist due to 'Covid' but also may suggest a reduction in waste dumped at public bins.



GREG ROBERTSON
MANAGER REGULATORY SERVICES

Date: 5 August 2021

Attachments (nil)

11.2 RECYCLABLE MATERIALS PROCESSING & JOINT AUTHORITY

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RECOMMENDATION

That Council resolve to:

- i. Authorise the General Manager to proceed with the procurement of a new contract for the processing of co-mingled recyclable materials.
- ii. In doing so, the General Manager be authorised to work with other councils in Southern Tasmania to develop specifications, call tenders and award the tender in accordance with the assessment of the submissions received by the Tender Review Committee.
- iii. Authorise the General Manager to work with other councils in Southern Tasmania to secure ACCC approval to proceed with a joint tender.

In accordance with Section 30 of the Local Government Act 1993, the Council further resolve to establish a Joint Authority with other Southern Tasmanian councils to progress waste related issues.

- (i) The General Manager be authorised to work with other councils in Southern Tasmania to progress the establishment of a new Joint Authority including the development of rules and governance arrangements for the new Joint Authority.

Introduction

The purpose of this report is to seek approval to proceed with a tender to secure a new contract for the processing of Recyclable Materials.

The report also seeks approval for the establishment of a new Joint Authority (with other Southern Tasmanian councils) to manage the new recycling contract (and other waste related issues) on behalf of the region.

Council's former contractor for the processing of co-mingled recycled materials (SKM Industries, Pty Ltd) (SKM) was placed into administration in late 2019.

Cleanaway Pty Ltd took over the operation of the Derwent Park Materials Recycling Facility in December 2019 with a 'Receipt of Recyclable Agreement' entered into between the Council and Cleanaway on 6 November 2020 to cover the period December 2019 to December 2021.

This agreement is an interim measure to ensure recycling continues to be able to be processed in southern Tasmania.



The 12 Southern Tasmanian councils are working together to enable the procurement of a new contract for the processing of co-mingled recyclable materials to take effect late 2021.

This partnership is being coordinated (on an interim basis) through the Waste Management Memorandum of Understanding, with support from the Local Government Association of Tasmania (LGAT).

It has been identified that there is a need for the establishment of a Joint Authority to be formed by the councils in the southern region of Tasmania to manage the new recycling contract and progress other waste related issues for the region.

Strategic plan

The two key elements of the recommendation to Council are consistent with the Council Strategic Plan 2019-29 with regard to the following Key Objective:

Objective 2 – Responsible Stewardship and a Sustainable Organisation

Deliverables –

1. *Ensure decisions are financially responsible and sustainable.*
3. *Strategically manage our assets, facilities, services and structure, with a focus on continuous improvement.*
6. *Actively seek and maximise grant funding opportunities.*
7. *Commitment to transparent and accountable governance and well informed decision making.*
8. *Support sustainable environmental performance through responsible corporate behaviour and continuing to meet our statutory obligations.*
10. *Maintain effective partnerships with government, industry and community organisations.*

Annual plan

Strategies and Initiatives contained in the 21/22 Annual Plan that address the above Strategic Plan Objective and reference this matter are:

2.4 - Incorporate into waste contract renewals and waste management operations, preparation for the introduction of the Container Deposit Scheme, Waste Levy and the growing organics and associated recyclables opportunities.

2.10 - Review advocacy and engagement strategy to ensure government, industry and community partnerships are maintained and aligned to Council's strategic and operational focus.



Funding Source and Impact on Current Year Operating Result -

The processing of co-mingled recycled materials currently costs Council \$161,796 (1164t of recycling at \$139 per tonne).

Costs associated with processing recycling are recovered through a waste management service charge on the Council's rates notices.

The costs associated with the establishment of new tender documentation have been estimated at \$70,000 with the Council's share of that cost being approx. \$5800.

The costs associated with the establishment of a new Joint Authority will be the subject of a subsequent report.

Impact on Future Years' Financial Result

The costs associated with the processing of the City's co-mingled recycled materials is anticipated to be in the range of current costs, however, this cannot be specified until the tender process occurs.

The operational costs of a new joint authority could be in the order of \$200,000 per annum. It is anticipated that these costs could be covered by the State Government through the allocation of a portion of the new waste levy.

Policy

Council's Waste Management Services Policy is not directly applicable nor impacted by this matter.

Council's overall waste policy position is encapsulated by our involvement with the Copping Refuse Disposal Site Joint Authority.

Environmental implications

The kerbside recycling service is currently diverting around 1164 tonnes of material from landfill.

Recycling paper, cardboard, plastic, steel, and aluminium recovered through the kerbside recycling system reduces the use of virgin materials and the environmental impacts associated with obtaining those raw materials from the natural environment.

Asset management implications

None foreseen.



Broader government policy on waste management and particularly recycling will likely impact the operation of the two council recycling depots at Dodges Ferry and Sorell.

Risk management implications

As with all tendering processes there are some risks associated with this matter.

There is always a risk there will be limited interest from service providers meaning the cost could be expensive or the contract provisions unattractive.

Initial conversations with service providers suggest that this will not be the case and there will be interest from service providers who may be prepared to provide a service at a cost similar to the existing arrangement.

The Council working with 11 other local government partners introduces a level of risk, however, there has been significant goodwill expressed between the councils in southern Tasmania. That level of cooperation and goodwill suggests that this risk is also low.

With the 12 councils working together there is a need for ACCC requirements to be satisfied. There is a risk this approval will not be secured.

Again, this risk is considered low as a similar approval has been secured previously and there is nothing to suggest that the approval will not be again provided.

As indicated elsewhere in this report Joint Authorities have been established previously in the southern region. These Authorities have not been as successful as they could have been and there is a risk any newly establish Joint Authority might not be as effective as it should be.

The establishment of the Joint Authority with the appropriate governance arrangements (including the establishment of an expert Board) and appropriate membership will minimise this risk.

On balance it is considered each of the risks identified can be appropriately mitigated to a level within the Council's risk appetite.

The *Local Government Act 1993* provides the ability for the establishment of a single or a Joint Authority:

30. *Single and joint authorities*

(1) *A council, by a resolution of an absolute majority, may resolve to establish—*

(a) *a single authority; or*



- (b) *a joint authority with one or more other councils.*
- (2) *A single authority or joint authority may be established –*
 - (a) *to carry out any scheme, work or undertaking; and*
 - (b) *to provide facilities or services; and*
 - (c) *to perform any function or exercise any power of a council under this or any other Act.*

Community implications

A considerable amount of stakeholder engagement has been undertaken in the Strategic Analysis undertaken by Urban EP.

Statutory implications

Australian Competition and Consumer Commission

The Australian Competition and Consumer Commission (ACCC) granted an authorisation in June 2014 for the Hobart, Glenorchy and Clarence City Councils to jointly tender and subsequently enter into individual contracts comprising common terms for recycling.

The ACCC determined that the proposed arrangements were likely to result in a public benefit that would outweigh the detriment to the public constituted by any lessening of competition arising from the contract.

In preparation for the current tender process, legal advice was sought by the City of Hobart that indicated:

Councils may be viewed as competitors where they are seeking to acquire the same goods or services; and

By undertaking joint tendering, councils are aggregating their buying power, which may be seen to have a potential anti-competitive effect on the market.

Given the advice received, it is recommended the councils lodge an application for authorisation of the Proposal with the ACCC. The ACCC has recently granted authorisations for a number of similar proposals.

If granted by the ACCC, authorisation will provide the participating councils with complete immunity from potential contraventions of the *Competition and Consumer Act 2010 (Cmwltth)*

Report

Background

There have been numerous changes associated with the processing of recyclables over recent years, these include:

- Impacts of a decision by China to restrict the import of material;
- Decisions by the Australian Government to restrict the export of recyclables;
- The Council's (then) contractor for the processing of recyclables, SKM Industries Pty Ltd (SKM) being placed into administration;
- The subsequent acquisition of SKMs assets by Cleanaway Pty Ltd; and
- Agreement (in December 2019) that Cleanaway Pty Ltd would accept the Councils recyclables for 2 years.

This arrangement allowed the Council (and region) time to prepare to procure a new contract for the processing of recyclables whilst service continuity was maintained.

The 12 southern councils collectively signed a Memorandum of Understanding (MOU) to enter into an arrangement to work co-operatively on waste management and resource recovery issues and projects for the southern Tasmanian region.

Under this MOU, the Southern Tasmanian Waste Management Group (STWWMG) (facilitated by the LGAT) committed to a range of activities including supporting councils in securing efficient, sustainable and suitably scaled end-of-collection facilities for processing materials including co-mingled recycling.

The LGAT was also successful in obtaining assistance from the State Government (Department of State Growth and EPA) to help fund a Southern Tasmanian Strategic Recycling Analysis.

With the completion of the analysis, the region has direction to enable the development of tender specifications.

The analysis identified the following:

- A preferred contract duration of 10-15 years;
 - Recycling service administration and management via a dedicated third party;
 - Benefits of expanded reporting and disclosure settings;
 - Capacity to influence products and end buyers;
 - Gate fees to incorporate price transparency and shared ownership.
-



20,300 tonnes of recycling is currently collected and delivered for processing by the 12 councils in the southern region.

This equates to a total cost of just over \$2.81m per year, based on the current gate fee of \$139 per tonne.

The volume of recycling in the south exceeds the combined total of both the North (11,000 tpa) and the North West (6,700 tpa) regions, with each of those regions running a single contract administration through its Regional Waste Authority.

It is noted that the collection of recycling is outside the scope of this proposal, with collection arrangements of each council area to remain separately determined/administered by each council, to their own satisfaction and requirements.

Details of the findings follow:

Contract duration of 10-15 years -

The study recommends the councils acquire a recycling service operating for between 10-15 years' duration.

This proposal enables a timeframe that allows operators to invest in modern, high performance plant and equipment needed to produce high quality sorted materials.

High quality products would help diminish market risk arising from strong competing demand for reprocessing capacity on the mainland while positioning the councils to offer material to more local re-processors over coming years.

Equally important, a longer timeframe could also attract new entrants who would need to invest in a complete facility.

While a longer contract represents some risk that the service may grow out of step with market and policy conditions over time, this is itself a more systemic issue caused by a reliance on capital intensive services as a means to deliver resource recovery during a time of market change.

Other recommendations below seek to alleviate this potential disparity, while the State Government may have a role in trialling less capital intensive recycling models with a subset of councils, in parallel to the mainstream use of sorting infrastructure.

Recycling service administration and oversight via a dedicated third party -



The report determined that the preferred model to administer the recycling service would involve a single entity overseeing the recycling operator's activities on behalf of the 12 councils, joined through a single contract.

This is anticipated to lower the overall administrative burden across the 12 councils, and help to ensure that those communities whose councils have modest internal resources allocated to waste management are able to access a high standard of recycling services.

It is important that a minimum level of expertise and attention be retained from the council sector to oversee the performance of this third party administrator, both to ensure it acquits its duties in line with expectations, and to ensure governance arrangements place councils' priority outcomes at the front and centre of all activities.

The analysis found that in ideal circumstances, this single entity model would undertake the procurement process although timing constraints prevent the southern councils from adopting this option in this instance.

As such, the councils will need to continue to work together to initiate the procurement process in parallel to establishing the third party arrangement (which will include ACCC authorisations and internal sign-offs across the 12 councils).

Expanded reporting and disclosure settings -

The study recognised a number of councils raised the issues of transparency and the need for a suitably encompassing interpretation of accountability with respect to recycling services.

Councils (and their communities) need to understand destinations involved with recovery of resources downstream of the sorting facility.

Given the situation it was proposed the recycling service involve the following reporting obligations placed on the operator:

Volumes received by the operator, reported on a fixed periodic (i.e. monthly) basis.

Volumes discarded, processed and consigned, reported on a fixed periodic (i.e. monthly), and covering:

- Tonnages disposed of to landfill.
- Tonnages consigned to recovery activities, represented according to material types and their end purchasers (company, location and processing activities/outputs), and

including volumes of rejected shipments and shipments handed over at 'no charge' to buyers.

- Tonnages stockpiled on site at the end of each reporting period (or sites elsewhere, managed by the operator) awaiting shipment to recovery and disposal facilities as relevant, represented according to material types and intended end markets (subject to sales and acceptance of material).

Sales reports and disposal costs pertaining to the materials listed above, represented as average unit pricing (i.e. per tonne) over the period and total payments and charges from sale of material and discard to landfill respectively.

Major contaminants identified in kerbside materials received by the operator from kerbside collections (as observed during normal operations) over the period, where 'major' may refer to larger volume contaminants and/or those that entail greater commercial risk to the operator.

Market information and intelligence as relevant, where this information may help the operator and the councils better plan for and address commercial and/or reputational risks and unnecessary cost impacts upon the recycling service, shared on a periodic (e.g. quarterly or six-monthly) basis or as needed to manage undue costs and risks.

Details of incidents that may have impacts on the operator's social and regulatory licences to operate, including incidents that may give rise to or have given rise to:

- Complaints raised by the community;
- Investigations, official warnings/notices and enforcement actions associated with environmental regulation, occupational health and safety responsibilities, and other potential breaches of law occurring on premises;
- Planned and unplanned changes to operations where this may have an impact on nearby communities and the environment, and/or deleterious impacts on the quality of materials recovered on councils' behalf and/or stockpiling levels;

- Other developments and incidents that may impair the social licence of recycling operations conducted by the operator on the councils' behalf.

Capacity to influence products and end buyers -

The study found that expectations on councils have changed, with their exposures to risk and opportunity not as static as in the past.

Further, incidents over recent years reveal that councils cannot be completely insulated from market and policy changes that affect downstream operations.

Rather, there is some need to respond and adapt while staying within the confines of a service agreement with the recycling operator.

Councils need some capacity to influence the pathway that their sorted recyclable materials take once they leave the sorting facility.

Noting the study proposed that the following terms be applied in the relationship between the councils and the recycling operator:

- The requirement for the recycling service provider to scan for and engage with councils on alternative products sorted from kerbside materials and alternative end markets.
- The capacity for councils to require that the operator undertake commercial investigations (e.g. potentially including market sounding; feasibility studies and business cases within a confined scale) seeking to explore the merit in adjusting products and end markets, noting that this may potentially involve gate fee impacts and/or the need to introduce upgrades to the service.
- The capacity for councils and the operator to agree to a schedule of service amendments to bring online new products and/or sales to new end-markets.

It is anticipated that the above terms strike a suitable balance between councils' and commercial operator needs, accounting for the stakes they share in how the recycled material is managed after leaving the recycling facility.

Gate fees to incorporate price transparency and shared ownership -

The current arrangement to set gate fees involves a fixed rate (per tonne received from the kerbside), with the provision for the operator to seek adjustments to the gate fee in response to market conditions.



While this provides some price certainty for councils, it may not be wholly adequate given the volatility in demand and pricing for materials sorted by the recycling operator, and given the shared responsibility that the councils and the operator have for ensuring the quality of recovered material.

The study identified a more efficient and risk reduced approach to gate fees could involve two components:

- A fixed (static) cost component applied to cover the relatively stable cost for the recycler to operate recycling services;
- A variable (dynamic or floating) component that covers the sharing of sales revenue between operator and councils for the sorted material sold onto buyers in various end-markets.

These findings will inform the development of the specifications used as a basis of the new tender.

The STWMG has developed a project plan listing all elements of this complex process (**copy attached**).

The plan identifies timelines for each of the projects to be undertaken and a potential budget associated with those tasks.

One key task is the establishment of a Tender Review Committee (TRC). This five member Committee would be comprised of representatives of the 12 councils and be supported by a Senior Procurement Officer from the City of Hobart and an external Probity Auditor.

The TRC would provide oversight of the following:

- Tender specification development.
- Tender Process and Documentation.
- Evaluation of tenders received.
- Development of recommendations in relation to the determination of the tenders received.
- Oversight the development of the contract documentation.

Joint Authority

A key finding of the investigations undertaken by the STWMG is the need for the establishment of a single body to manage the recycling contract on behalf of the 12 southern Tasmanian councils.

Whilst there have been bodies established previously to manage regional waste in Southern Tasmania, the current circumstances present a unique opportunity for the creation of a new body. Those circumstances include:

The introduction of a new statewide waste levy that could provide funding to resource the body. The State Government has committed to the provision of funding to regional bodies in the North and North West of the State, to ensure equity, funding should also be available to southern councils.

The experiences of the recycling service demonstrate the need for the region to 'work as one'.

There are numerous other waste related changes facing the region (and Tasmania) in coming months, the region must be well positioned to take advantage of these changes.

A range of joint (or regional) procurement opportunities could be available for organics, green waste, collection services, education and community awareness programs.

The MoU as an interim measure, has allowed the 12 councils to more formally work together while a long term structure was being considered and developed, being this the proposed Joint Authority.

The Joint Authority will:

provide a direct link to the State Government for discussion and collaboration and funding opportunities) in the waste sector;

coordinate responses to proposed actions arising from the State's Draft Waste Action Plan (including proposed legislation), providing one source of negotiation on behalf of the 12 councils;

provide a formal structure and administrative body to assist and/or take the place of regional projects and tenders across the region, whereby previously this has been left to a single Council to initiate, coordinate, request involvement of others, and administer (various examples of this being the recycling contract, FOGO processing, compostable bags, recycling units, education programs and collateral, state-wide communications program (Rethink etc);

Improve the ability to secure/access funding, particularly through the levy, but also grant programs.

Objectives and Terms of Reference for such a body should also include specific reference to the management of the recycling contract on behalf of the southern



councils, to ensure compliance and to ensure contract provisions are utilised to deliver on priority outcomes for the councils.

With an annual value in excess of \$2.8M, a 10-year contract will have a value of \$28M and is a significant financial undertaking.

More specific reference to the management of the elements of the recycling contract can be included if considered necessary.

Proposal and Implementation

This is a complex matter with the following key elements:

Proceeding with the procurement of a new contract for the processing of co-mingled recyclable materials;

Agreeing to work with other councils in Southern Tasmania to secure the new service;

Seeking ACCC approval to proceed with a joint tender;

Agreeing to establish a new Joint Authority with other councils in Southern Tasmania to progress waste related issues.

This report provides a detailed analysis of issues surrounding the above and proposes the General Manager be delegated authority to undertake all actions necessary to enable:

Tender specification to be developed and advertised;

ACCC approval to be pursued;

Arrangements for the establishment of a new Joint Authority with other Southern Tasmanian councils to be progressed.

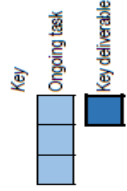
Robert Higgins

GENERAL MANAGER

Date: 12th August 2021

Attachments (1)





TIMELINE - REGIONAL RECYCLING CONTRACT 2021

Item	Estimated Cost	Carnegie/ Responsibility	Timeline																																					
			May	June	July	August	September	October	November	December																														
			7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26	3	10	17	24	31			
GM's Agreement to proceed		LGAT																																						
ACCC submission preparation	\$28,000	CoH/Page Seager																																						
ACCC Approval Process (10 weeks)	\$5,000	ACCC																																						
Market Sounding Advice	\$4,400	LGAT/Urban EP																																						
Establish Tender Review Panel		All																																						
Appointment of Probity Advisor	\$6,000	All (CoH)																																						
Tender Documentation and Process Development	\$3,000	CoH																																						
Preparation of Specifications	\$10,000	TBC																																						
Group Review Tender Documentation (& sign off)		ALL																																						
Individual Council sign off to go tender		All																																						
Advertising Contract (Tender release)	\$2,600	CoH																																						
Pre-Tender Briefing		CoH																																						
Online Forum for provision of information / clarification closes		CoH																																						
Tender Submissions Close		CoH																																						
Tender Review Panel Assessment and Outcome Documented		TEC																																						
Seek Approval to Award Contract		CoH																																						
Contract documentation preparation & issue	\$2,000	CoH																																						
Tender Awarded		CoH																																						
Advise and de-brief tenderers		CoH																																						
Total Cost Estimate	\$ 61,000																																							



12.0 FINANCE

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12.1 EXECUTIVE SUMMARY – FINANCIAL REPORTS JULY 2021 YTD

^

RECOMMENDATION

“That the Executive Summary – FINANCIAL REPORTS JULY 2021 YEAR-TO-DATE be received and noted by Council.”

**SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED July 2021
FOR COST CENTRE - All Cost Centres**

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
1000 RECURRENT INCOME				
1100 Rates and Charges				
1105 Rates - General/Ordinary/Residential	(12,391,476)	(12,314,636)	76,840	(12,314,636)
1110 Rates General Written Off	3	0	(3)	7,500
1115 State Grant Rates Remission	(715,432)	(730,343)	(14,911)	(811,493)
1120 Rates Pensioner Concession	763,259	730,343	(32,916)	811,493
1125 Domestic Waste Annual Charge	(2,491,761)	(2,485,842)	5,919	(2,485,842)
1130 Fire Rates Levy Income	(594,352)	(585,777)	8,575	(585,777)
1140 Boat Shed Remissions	0	0	0	0
1150 Other Remissions	7,554	34,094	26,540	76,375
1160 AWTS Maintenance Fee Received	0	0	0	(4,418)
1199 Rates and Charges Total	(15,422,206)	(15,352,161)	70,044	(15,306,798)
1200 Statutory Fees and Charges				
1210 132 & 337 Certificate Fees	(12,281)	(13,750)	(1,469)	(165,000)
1220 Town Planning Fees	(32,266)	(38,130)	(5,864)	(508,400)
1225 Animal Infringements & Fines	(589)	(500)	89	(6,000)
1230 Other Infringements Fines & Penalties	(1,418)	(500)	918	(7,000)
1235 Licences & Permits	(569)	0	569	(5,000)
1240 Street Stall Permit Fee	(1,137)	0	1,137	(1,500)
1299 Statutory Fees and Charges Total	(48,260)	(52,880)	(4,620)	(692,900)
1300 User Fees				
1303 Animal Management Sundry Income -collars,signs etc	0	0	0	0
1306 Building Assessment Fees	(8,784)	(9,583)	(799)	(115,000)
1318 Caravan Licences	0	0	0	(23,063)
1327 Dog Impounding & Release Fees	(56)	(83)	(27)	(1,000)
1330 Dog Registration & Renewal	(52,508)	(46,125)	6,383	(91,225)
1331 Kennel Licences	(1,490)	(1,500)	(11)	(1,500)
1333 Driveway Approval and Inspection Fees	0	0	0	(1,000)
1335 Engineering Inspections & 1% Approval Fee	0	0	0	(10,000)
1336 Fire Abatement Charges	0	0	0	(15,000)
1342 Food Licences	(50)	0	50	(41,000)
1351 Photocopy Charges	0	0	0	0
1354 Plumbing Application Fees	(10,213)	(11,667)	(1,454)	(140,000)
1357 Plumbing Inspection	(10,116)	(11,667)	(1,550)	(140,000)
1360 Amended Plan Fees	(605)	(400)	205	(4,800)
1363 Recreational Vehicle Income	(443)	0	443	(5,000)
1369 Building Administration Fee (0.1%)	(8,926)	0	8,926	0
1372 TBCITB Training Levy (0.2%)	(14,577)	0	14,577	0
1399 User Fees Total	(107,768)	(81,025)	26,743	(588,588)
1400 Grants Operating				
1405 Commonwealth Financial Assistance Grant	0	0	0	(1,101,375)
1410 Comm'th Grants & Subsidies	0	0	0	0
1415 State Grants & Subsidies	(10,000)	(5,500)	4,500	(193,540)
1420 Other Grants & Subsidies	0	0	0	0



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED July 2021
FOR COST CENTRE - All Cost Centres

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
1430 Training Incentive Payment	0	0	0	0
1499 Grants Operating Total	(10,000)	(5,500)	4,500	(1,294,915)
1500 Contributions Received				
1505 Public Open Space Contributions	(3,500)	0	3,500	(10,000)
1506 Car Parking Cash in Leui Contributions	0	0	0	(5,000)
1507 Subdiv Traffic Management Treatment Contributions	0	0	0	(25,000)
1510 Contributions Received Other	0	0	0	0
1549 Contributions Received Total	(3,500)	0	3,500	(40,000)
1550 Interest				
1560 Rates Interest Penalty	(95)	0	95	(100,000)
1565 Rates Interest Written Off	0	0	0	1,500
1570 Rates Legal Costs Recovered	0	(125)	(125)	(1,500)
1575 Interest Received Banks & Other	6,401	(500)	(6,901)	(14,000)
1577 Interest - MPIA	0	0	0	(140)
1599 Interest Total	6,307	(625)	(6,932)	(114,140)
1600 Other Income				
1605 Bad Debts Recovered	0	0	0	0
1610 Diesel Fuel Rebate	0	(1,903)	(1,903)	(22,841)
1615 Donations Received	0	0	0	0
1620 Hall Hire	(823)	0	823	(87,627)
1625 Lease/Rent Fees Received	(952)	(952)	0	(32,476)
1627 Lease Fees - Copping Tip	(6,142)	(6,227)	(85)	(104,482)
1630 Other Facility Hire	(10)	0	10	(51,095)
1632 SERDA - External Labour Hire Recoveries	(19,735)	(14,445)	5,290	(272,507)
1633 External Labour Hire Recoveries	0	0	0	0
1634 NRM Recoveries	0	0	0	0
1635 Other Sundry Income	281	0	(281)	(1,800)
1637 Insurance Recoveries	251	0	(251)	0
1645 Vehicle FBT Recoveries	(3,716)	(4,088)	(372)	(53,144)
1655 Workers Compensation - Reimbursement	(251)	0	251	0
1656 Copping Public Cemetery Trust Net Income	(447)	0	447	(8,300)
1659 Information Board Revenue - Dunalley Hall	0	0	0	0
1660 Grave Site Sales - Dunalley Hall	0	0	0	(8,300)
1662 Wheelie Bin Stabiliser Income	(1,009)	0	1,009	0
1689 Other Income Total	(32,553)	(27,615)	4,938	(642,572)
1690 Investment Income from TasWater				
1694 TasWater Interim Dividend	0	0	0	(150,000)
1699 Investment Income from TasWater Total	0	0	0	(150,000)
1999 Recurrent Income Total	(15,617,979)	(15,519,806)	98,173	(18,829,912)
2000 Capital Income				
2100 Grants Capital				
2105 Roads to Recovery Funding	0	0	0	(387,296)
2110 Comm'th Grants new or upgraded assets	0	(50,000)	(50,000)	(4,555,647)
2115 State Grants for new or upgraded assets	210,000	0	(210,000)	(2,584,218)



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED July 2021
FOR COST CENTRE - All Cost Centres

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
2120 Other Grants for new or upgraded assets	(27,000)	0	27,000	0
2199 Grants Capital Total	183,000	(50,000)	(233,000)	(7,527,161)
2200 Contributions - Non-monetary Assets				
2205 Developer Contributions for assets	0	0	0	0
2299 Contributions - Non-monetary Assets Total	0	0	0	0
2300 Net Gain/(Loss) on Disposal				
2305 (Profit) / Loss on Disposal of Assets	0	0	0	0
2320 Recognition / De-recognition of Assets	0	0	0	0
2399 Net (Gain) / Loss on Disposal Total	0	0	0	0
2400 Share of Interests in Joint Ventures				
2410 Fair value adjustment - Investment in Associate	0	0	0	0
2420 Revenue from Investment in Associates	0	0	0	0
2499 Share of Interests in Joint Ventures Total	0	0	0	0
2899 CAPITAL INCOME TOTAL	183,000	(50,000)	(233,000)	(7,527,161)
2999 TOTAL INCOME	(15,434,979)	(15,569,806)	(134,827)	(26,357,073)
3000 Expenses				
3100 Employee Benefits				
3102 ADO Expense	5,008	2,661	(2,347)	59,775
3103 Annual Leave	46,976	38,552	(8,424)	499,914
3109 Conferences	1,262	0	(1,262)	3,000
3111 Drug and Alcohol Testing	0	0	0	3,500
3112 FBT Expenses - Gift Cards / Gifts	386	0	(386)	1,550
3114 FBT Expenses - Entertainment (FBT)	0	150	150	4,800
3115 Fringe Benefit Taxes	11,427	11,428	1	57,209
3118 Health and Well Being	0	0	0	5,000
3124 Long Service Leave	30,071	31,066	996	160,888
3127 Medicals	0	0	0	1,760
3130 Occupational Health and Safety	0	0	0	0
3136 Other Employee Costs	0	0	0	0
3139 Overheads Recovered	(3,155)	(3,127)	28	(65,758)
3145 Payroll Tax	(7,395)	14,669	22,064	298,611
3148 Protective Clothing & Accessories	189	0	(189)	26,500
3151 Recruitment Costs	0	0	0	0
3154 Salaries	242,177	211,337	(30,840)	4,924,888
3156 Salaries transferred to WIP	(8,302)	(8,229)	72	(203,047)
3163 Staff Training	500	0	(500)	56,700
3166 Superannuation - Council Contribution	36,944	34,414	(2,529)	772,501
3169 Temp Staff Employed Through Agency	0	0	0	12,800
3172 Travel and Accommodation	0	0	0	500
3175 Uniforms / Clothes Purchased	0	0	0	14,000
3181 Workers Compensation Expense Claims	0	0	0	0
3184 Workers Compensation Insurance	53,176	52,702	(474)	242,223
3199 Employee Benefits Total	409,264	385,623	(23,641)	6,877,313
3200 Materials and Services				



**SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED July 2021
FOR COST CENTRE - All Cost Centres**

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3201 Abandoned Cars & Dumped Rubbish Disposal Costs	0	417	417	5,000
3202 Advertising	780	1,110	330	101,412
3204 AWTS Maintenance Charge	0	0	0	3,313
3206 Cleaning	(0)	0	0	167,979
3208 Computer Hardware / Hardware Maintenance	0	6,943	6,943	17,418
3212 Computer Software Maint and Licenses	126,076	86,684	(39,391)	249,767
3214 Consultants Other	227	19,267	19,040	167,603
3216 Contractors	15,855	9,270	(6,585)	201,316
3217 Contractors - Common Services	0	0	0	0
3218 Copping Tip Disposal Costs	0	0	0	2,000
3220 Mornington Park transfer station disposal costs	0	0	0	125,000
3221 Electronic Notices / Reminders	0	0	0	1,475
3222 Electricity	(286)	0	286	214,988
3223 Emergency Management	0	0	0	2,000
3224 Fire Hazard Reduction (Private Land)	0	0	0	9,000
3226 Fuel	0	0	0	173,047
3232 Internet, Telephone & Other Communication Charges	3,577	0	(3,577)	32,895
3234 Land Survey Costs	0	0	0	10,000
3236 Legal Fees (Advice etc)	0	0	0	100,000
3237 Line Marking	0	0	0	29,000
3240 Municipal Waste (Reserves)	0	0	0	0
3241 Operating Capital	945	0	(945)	29,500
3244 Plant & Motor Vehicle Repairs & Services	11,375	500	(10,875)	100,000
3246 Plant Hire - External	0	0	0	25,000
3248 Plant Hire - Internal Usage	2,889	2,308	(581)	27,695
3250 Plant Hire Recovered	(3,046)	(2,308)	738	(98,809)
3252 Plant Registration Fees	37,514	37,617	103	37,617
3254 Printing	6,342	2,550	(3,792)	30,200
3256 Recycling Centres	0	0	0	120,000
3258 Registrations, Licenses and Permits	3,395	2,280	(1,115)	2,280
3259 CEMETERY Repairs and Maintenance	0	0	0	8,200
3260 Repairs and Maintenance	69,296	47,938	(21,359)	1,425,850
3261 Road Kill Collection Fees	0	0	0	1,500
3262 Kerbside Green Waste Collection	0	0	0	218,000
3263 Kerbside Green Waste Disposal	0	0	0	55,000
3264 Kerbside Hard Waste Collection	0	0	0	156,000
3265 Kerbside Hard Waste Disposal	0	0	0	25,500
3266 Kerbside Recycling Collection	18,586	22,167	3,580	266,000
3267 Kerbside Recycling Disposal	0	0	0	168,000
3268 Kerbside Garbage Collection	36,616	38,167	1,551	458,000
3269 Kerbside Garbage Disposal	0	0	0	133,000
3270 Security	1,014	1,105	91	20,336
3273 Signage & Guide Posts	9,596	0	(9,596)	114,750
3276 Settlement Costs ONLY	0	0	0	7,000



**SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED July 2021
FOR COST CENTRE - All Cost Centres**

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3278 Stationery & Office Consumables	825	1,833	1,007	33,191
3279 Street Bin Collection Contract	0	0	0	244,000
3280 Tools/Equipment Expensed (under \$1,000)	165	400	235	22,050
3282 Tyres	0	0	0	14,223
3284 Valuation Expenses	5,450	0	(5,450)	50,000
3290 Water Charges (Works Order)	18,932	18,245	(686)	123,366
3292 Wheelie Bin Stabiliser Expenses	0	0	0	0
3299 Materials and Services Total	366,122	296,491	(69,631)	5,430,662
3390 Impairment of Debts				
3399 Impairment of Debts Total	0	0	0	0
3400 Depreciation and Amortisation				
3405 Depreciation Expense	385,699	444,121	58,422	5,317,905
3410 Amortisation Expense	0	6,411	6,411	76,935
3415 Amortisation Expense (Right of Use Asset)	0	0	0	8,074
3499 Depreciation and Amortisation Total	385,699	450,533	64,833	5,402,914
3500 Finance Costs				
3505 Interest on Loans	(12,741)	(10,797)	1,944	89,708
3515 Interest on Overdue Accounts	0	0	0	0
3521 Interest Expense (Lease Liability)	0	0	0	758
3599 Finance Costs Total	(12,741)	(10,797)	1,944	90,465
3600 Other Expenses				
3604 Audit Fees	0	0	0	31,350
3606 Audit Panel Expenses	0	0	0	7,000
3608 Bad & Doubtful Debts	368	0	(368)	0
3612 Bank Fees & Charges	1,742	3,664	1,922	43,968
3616 Bank Fees Recovered	(117)	(125)	(8)	(1,500)
3620 Cashiers Rounding Adjustments	1	6	5	75
3624 Commissions Paid	0	0	0	23,750
3636 Councillor Allowances	11,907	11,907	0	145,265
3640 Councillor Expenses	0	0	0	10,000
3644 Councillor Vehicle Allowance	239	300	61	5,600
3656 Deputy Mayors Allowance	1,257	1,257	0	15,331
3660 Dog Pound & Other Animal Management Expenses	1,600	250	(1,350)	5,000
3661 Dog Home & Vet Fees	50	167	117	2,000
3664 Donations and Section 77 Expenses	(250)	10,972	11,222	80,000
3668 Election Expenses	0	0	0	7,500
3672 Employee Sub, Licences and Memberships	60,101	22,031	(38,069)	87,631
3676 Functions & Programs	0	650	650	70,940
3680 Excess Payable on Insurance Claims	0	0	0	3,000
3688 Food & Beverages	120	258	138	3,095
3692 General Insurance	103,520	101,296	(2,225)	101,296
3704 Government Contribution (Voluntary)	0	0	0	562,346
3712 Immunisations	0	0	0	3,000
3720 Land Tax	0	0	0	60,100



**SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED July 2021
FOR COST CENTRE - All Cost Centres**

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3724 Mayor's Allowance	3,307	3,307	0	40,347
3731 NRM Expenses	4,502	6,000	1,498	11,000
3732 Motor Vehicle Insurance	33,944	28,424	(5,520)	30,424
3736 Other roundings	(9)	2	11	20
3740 Other Sundry Expenses	0	103	103	1,240
3744 Photocopier Leases & Operating Costs	738	0	(738)	10,857
3748 Postage	0	0	0	53,966
3752 Public Liability Insurance	140,662	160,777	20,116	160,777
3760 Reference Materials	0	0	0	1,000
3768 Sampling, Testing and Monitoring	0	0	0	8,000
3770 Storage Costs	0	0	0	1,500
3771 SERDA Internal Organisational Support	0	0	0	0
3784 Voluntary Contributions	0	0	0	10,704
3799 Other Expenses Total	363,682	351,247	(12,435)	1,596,582
3990 EXPENSES TOTAL	1,512,026	1,473,096	(38,930)	19,397,937
3995 (SURPLUS)/DEFICIT	(13,922,953)	(14,096,709)	(173,756)	(6,959,137)



SORELL COUNCIL
STATEMENT OF INCOME AND EXPENDITURE
For the period July 2021

	NOTES	ACTUAL YTD	BUDGET YTD	VAR	FULL YEAR BUDGET
INCOME					
RECURRENT INCOME					
Rates and Charges	1	15,422,206	15,352,161	70,044	15,306,798
Statutory fees and fines	2	48,260	52,880	(4,620)	692,900
User Fees	3	107,768	81,025	26,743	588,588
Grants Operating	4	10,000	5,500	4,500	1,294,915
Contributions received	5	3,500	0	3,500	40,000
Interest	6	(6,307)	625	(6,932)	114,140
Other income	7	32,553	27,615	4,938	642,572
Investment income from TasWater	8	0	0	0	150,000
		15,617,979	15,519,806	98,173	18,829,912
EXPENSES					
Employee benefits	9	409,264	385,623	(23,641)	6,877,313
Materials and services	10	366,122	296,491	(69,631)	5,430,662
Depreciation and amortisation	11	385,699	450,533	64,833	5,402,914
Finance costs	12	(12,741)	(10,797)	1,944	90,465
Other expenses	13	363,682	351,247	(12,435)	1,596,582
TOTAL EXPENSES		1,512,026	1,473,096	(38,930)	19,397,937
OPERATING SURPLUS/(DEFICIT)		14,105,953	14,046,709	59,244	(568,024)
CAPITAL INCOME					
Grants Capital	14	(183,000)	50,000	(233,000)	7,527,161
Contributions - non-monetary assets	15	0	0	0	0
Net gain/(loss) on disposal	16	0	0	0	0
Share of Interests in JVs	17	0	0	0	0
TOTAL CAPITAL INCOME		(183,000)	50,000	(233,000)	7,527,161
SURPLUS/(DEFICIT)		13,922,953	14,096,709	(173,756)	6,959,137



SORELL COUNCIL
STATEMENT OF FINANCIAL POSITION
As At July 2021

	Actual 2020/2021	Actual 30 June 2021	Movement
ASSETS			
Current Assets			
Cash and Cash Equivalents	8,632,449	7,322,338	1,310,111
Investments	4,032,145	4,032,145	-
Trade and Other Receivables	16,654,750	3,916,895	12,737,856
Inventories	52,052	52,052	-
Other Assets	-	388,589	(388,589)
Total Current Assets	29,371,396	15,712,019	13,659,378
Non-Current Assets			
Trade and Other Receivables	34,059	34,059	-
Assets Held for Sale	1	1	-
Intangible Assets	276,182	276,182	-
Property, Infrastructure, Plant and Equipment	264,597,902	265,193,323	(595,422)
Work in Progress	4,956,829	4,871,908	84,921
Investments	27,860,122	27,860,122	-
Other Non-Current Assets	34,135	34,135	-
Total Non-Current Assets	297,759,228	298,269,729	(510,501)
TOTAL ASSETS	327,130,624	313,981,748	13,148,877
LIABILITIES			
Current Liabilities			
Trade and Other Payables	470,534	960,596	(490,062)
Trust Funds and Deposits	805,057	791,896	13,160
Interest Bearing Loans & Borrowings	1,628,344	1,628,344	-
Provisions	1,368,875	1,321,171	47,704
Contract Liabilities	3,290,956	3,635,834	(344,878)
Other Current Liabilities	7,831	7,831	-
Total Current Liabilities	7,571,597	8,345,673	(774,076)
Non-Current Liabilities			
Interest Bearing Loans & Borrowings	1,528,868	1,528,868	-
Provisions	288,298	288,298	-
Contract Liabilities	-	-	-
Other Current Liabilities	26,787	26,787	-
Total Non-Current Liabilities	1,843,954	1,843,954	-
TOTAL LIABILITIES	9,415,551	10,189,626	(774,076)
Net Assets	317,715,073	303,792,121	13,922,953
EQUITY			
Accumulated Surplus	121,557,352	107,634,400	13,922,952
Reserves	196,157,721	196,157,721	-
Total Equity	317,715,073	303,792,121	13,922,952

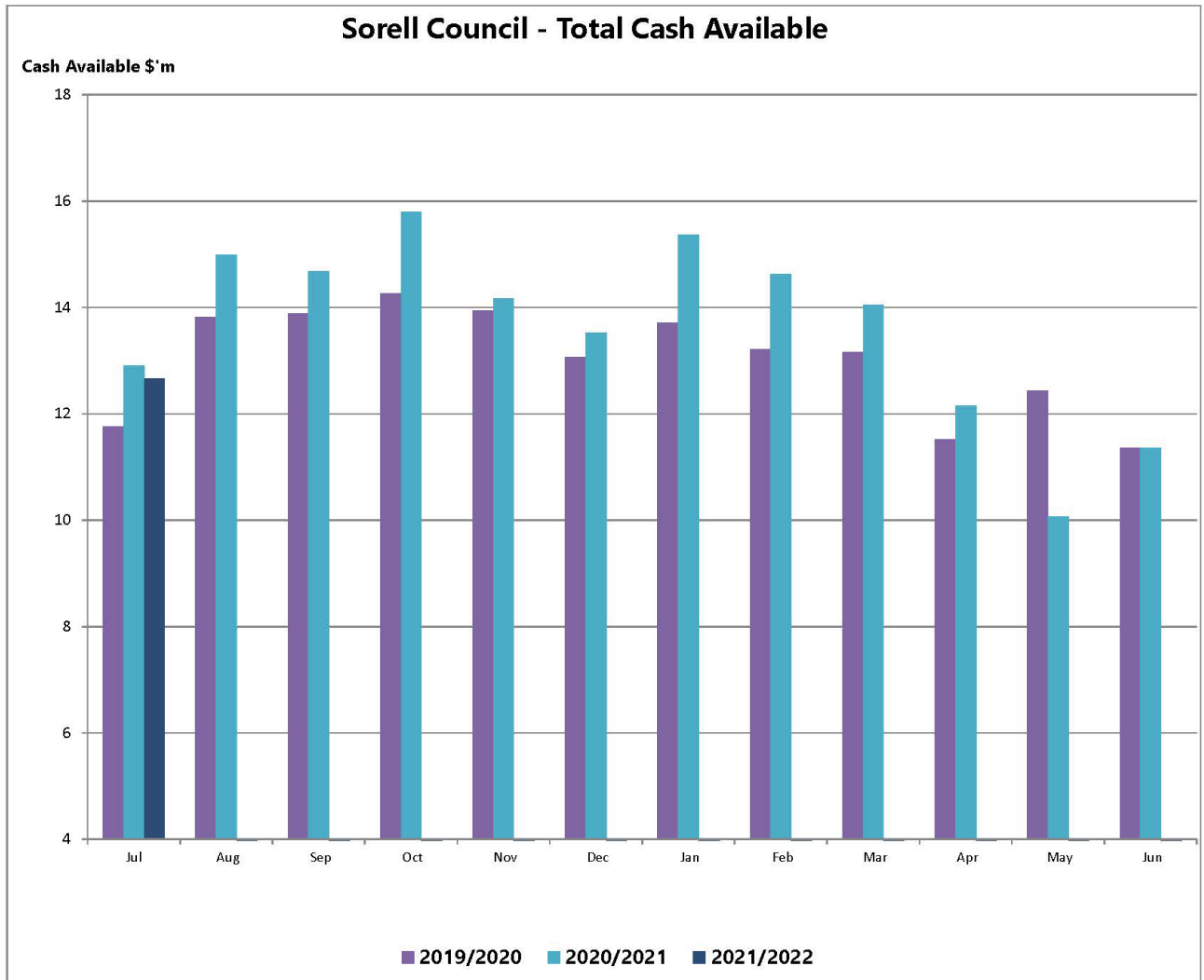


Sorell Council - Cash on Hand as at 31 July 2021					
Financial Institution	Product	Deposit Date	Maturity Date	Face Value	Interest rate
Bendigo Bank Term Deposit	12 Month Term Deposit	6/06/2021	6/06/2022	\$ 1,517,337	0.35%
Bendigo Bank Term Deposit	12 Month Term Deposit	12/01/2021	12/01/2022	\$ 1,006,140	0.55%
MyState Term Deposit	4 Month Term Deposit	9/02/2021	9/02/2022	\$ 1,508,668	0.60%
MyState Term Deposit	12 Month Term Deposit	30/06/2021	28/06/2022	\$ 1,250,000	0.60%
CBA Investment Account	At Call			\$ 5,454,799	0.20%
CBA Special Purpose Account	At Call			\$ 1,121,305	0.20%
CBA Operating Account	Current			\$ 695,353	0.00%
Tascorp Investment	24 Hour Call			\$ 37,923	0.10%
Various Petty Cash and Floats	In house			\$ 1,712	N/A
Various Halls Bank Balances				\$ 71,357	N/A
Total Funds Available				\$ 12,664,594	

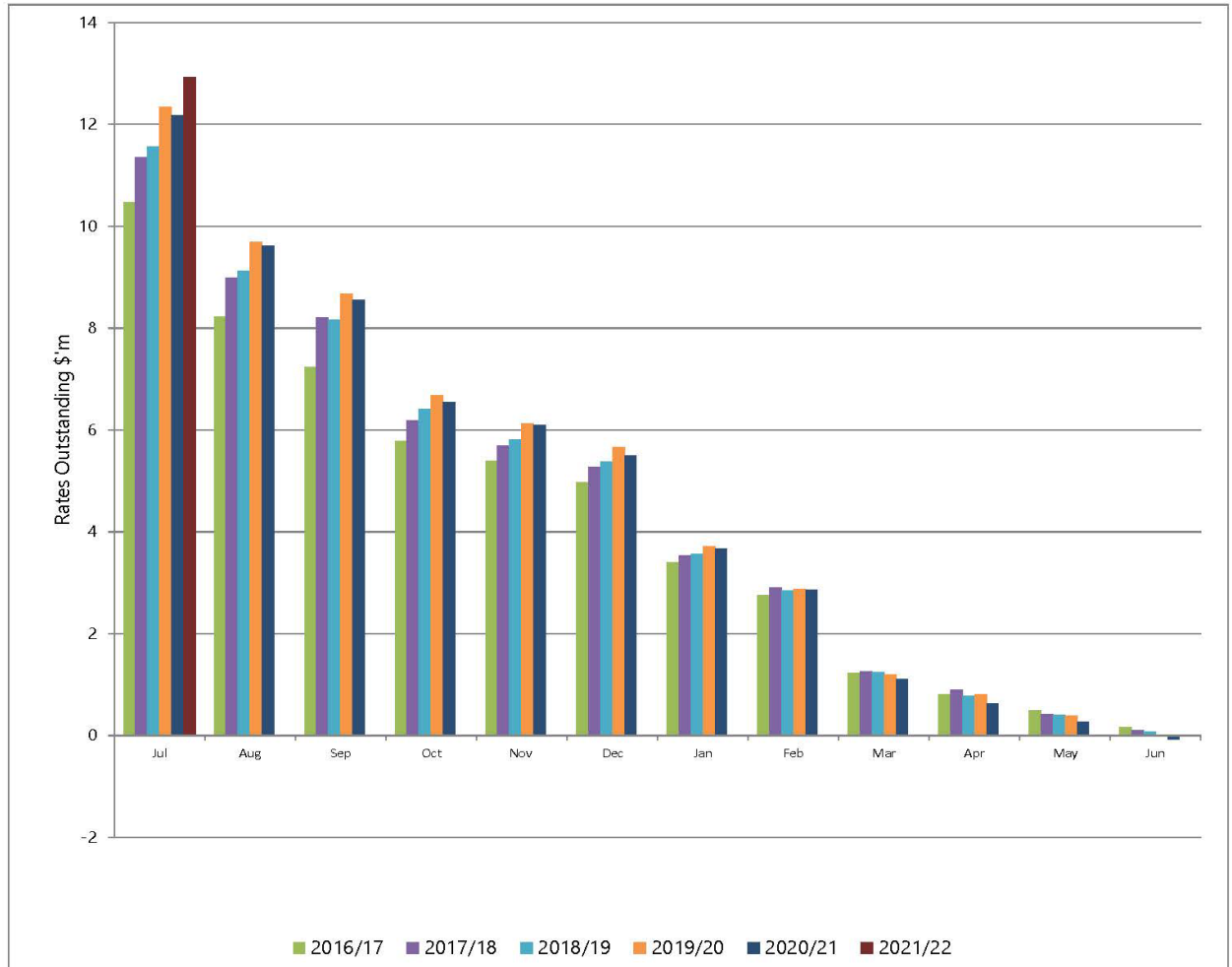
The above investments have been made in accordance with Sorell Council's Investment Policy (Resolution Number 84/2019).



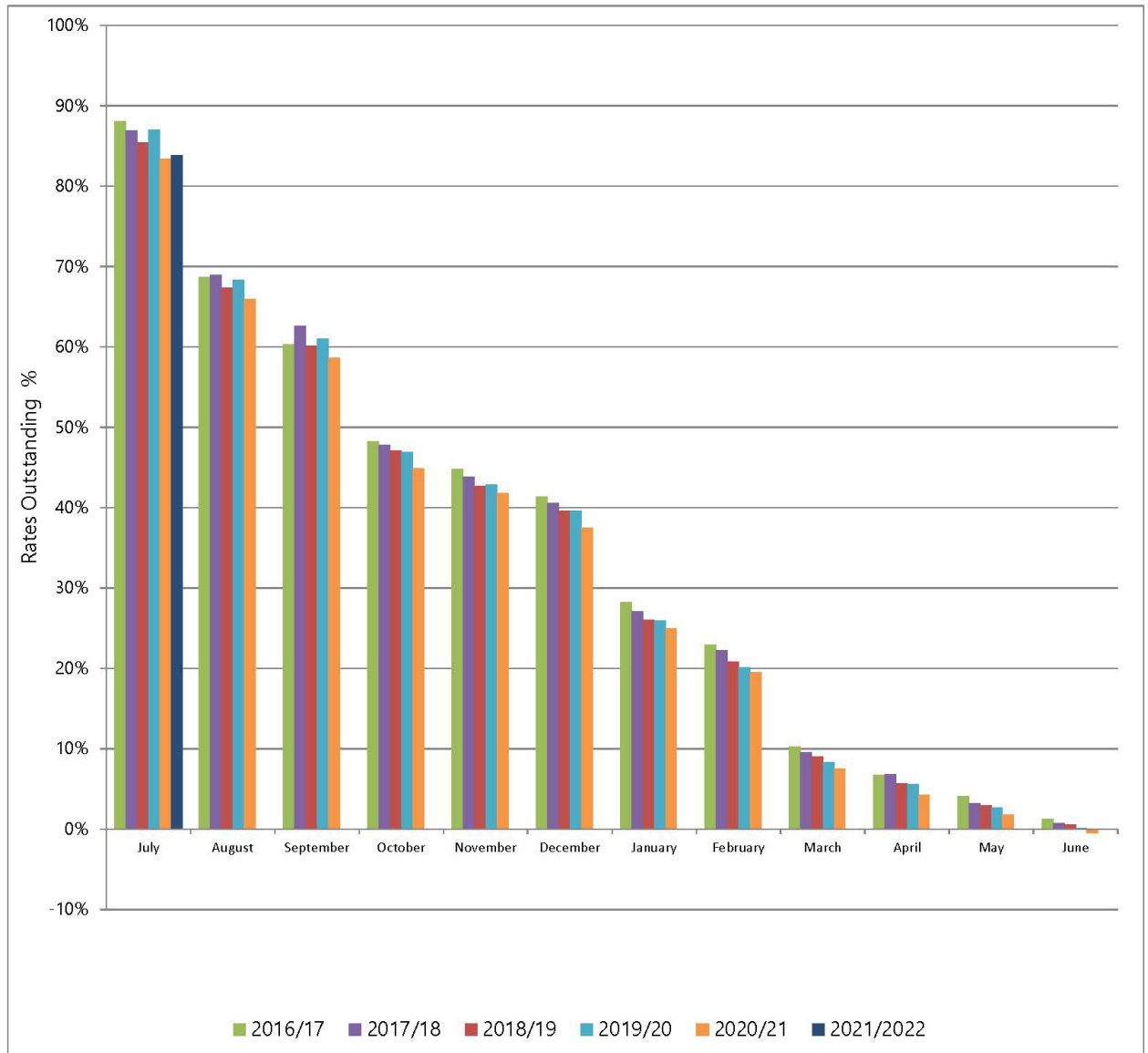
**SORELL COUNCIL
TOTAL CASH AVAILABLE**



**SORELL COUNCIL
OUTSTANDING RATES BY MONTH**



**SORELL COUNCIL
OUTSTANDING RATES BY MONTH**



3/08/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022						
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitments
ROADS						
1	Bream Creek, Bream Creek Road	C-22-T-001	Lime stabilise and 2 coat seal		45	14,678
2	Copping, Bryans Road	C-22-T-002	Lime stabilise and 2 coat seal		-	6,669
3	Kellevie, Kellevie Road & Bream Creek Road	C-22-T-003	FCR & seal to Kellevie / Bream Creek Road Intersection & 1 segment @ 6.2m		45	13,845
4	Nugent Road	C-22-T-004	Lime stabilise and seal from segment before Nelsons Tier Road to segment after NW corner @ 6.2m		89	41,843
5	Lewisham, Lewisham Road	C-22-T-005	North of Stage 2 - 500m reconstruction + bridge replacement		12,884	24,300
6	Orielton, Orielton Road	C-22-T-006	Reconstruct and 2 coat seal 14/7		-	11,000
7	Pawleena, Pawleena Road	C-22-T-007	Reconstruct and 2 coat seal 14/7		2,077	15,921
8	Penna, Shark Point Road	C-22-T-008	Lime stabilise and 2 coat seal		-	28,044
9	Forcett, Delmore Road	C-22-T-009	W Beam replacement, road widening & widen box culvert.		-	-
10	Boomer Bay, Bay Road	C-22-T-010	W Beam replacement		-	-
11	Forcett, White Hill Road	C-22-T-011	W Beam replacement		-	-
12	Pawleena, Pawleena Road	C-22-T-012	W Beam replacement		-	-
13	Primrose Sands Road	C-22-T-013	Reconstruction with chip seal surface		-	7,000
				\$ 5,227,740		

3/08/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022						
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitments
	RESHEETING					
14	Bezzants Road	C-22-T-014	100mm new gravel - after #63 to FT junction		-	-
15	Bream Creek Road	C-22-T-015	100mm new gravel - 2nd RHC after #499 to LHC after #641		-	-
16	Craigs Hill Road	C-22-T-016	100mm new gravel - junction to Daly's		-	-
17	Hillicrest Road	C-22-T-017	100mm new gravel - junction to after first LHC		-	-
18	Masons Road	C-22-T-018	100mm new gravel - entire road		-	-
19	Nonesuch Road	C-22-T-019	100mm new gravel - junction to after first LHC		-	-
20	Pawleena Road	C-22-T-020	100mm new gravel - Webbs Road to end		-	-
21	Reardons Road	C-22-T-021	100mm new gravel - junction to after first LHC		-	-
22	Shark Point Road	C-22-T-022	100mm new gravel - end segments		-	-
23	White Hill Road	C-22-T-023	100mm new gravel - starts after #319 seal to end - last 2 segments OK - consider at MYBR \$8288 x 2		-	-
24	Woodside Road	C-22-T-024	100mm new gravel		-	-
				\$ 498,269		
	RESEALS					
25	Midway Point, Bryant Street	C-22-T-025	Asphalt: reseal & prep work		-	-
				\$ 79,886		



3/08/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022						
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitments
STORMWATER						
26	250 Lewisham Scenic Drive	C-22-S-001	Pit & Pipe 34 metres to existing pit		8,800	-
27	Southern Beaches	C-22-S-002	Grate replacements - various roads		-	-
28	Sorell, 81 - 83 Main Road	C-22-S-003	Replace & upgrade 300dia to 1050dia with bypass works		1,250	-
29	Municipality	C-22-S-004-A	Reactive minor jobs that can be capitalised		5,636	609
30	Shark Point Road	C-22-S-005	Stormwater outfall - #585 - install pipe from road culvert and extend to foreshore		1,252	39,649
31	Primrose Sands, Kestrel Street	C-22-S-006	K&C, SEP's x 4 & connection to table drain		-	-
32	Sorell, Main Road & Stores Lane	C-22-S-007	Council's contribution to DSG bypass stormwater works under Main Road		-	-
33	Carlton, 31 Lloyd Street	C-22-S-008	K&C and connection to SD106763		1,266	32,166
34	Carlton, Riviera/Shamrock	C-22-S-009	Connection from SC111895 to SC112203 then drain & outfall from end of cul-de-sac into SC POS		-	-
35	Dodges Ferry, Lateena Street	C-22-S-010	Outfall upgrade on PWS foreshore at SE115409		-	-
				\$ 420,000		
FOOTPATHS & KERB						
36	Sorell, Attunga Drive	C-22-T-026	Footpath between Attunga Drive and Pembroke Park		-	-
37	Lewisham, Lewisham Scenic Drive	C-22-T-027	Asphalt footpath renewal between Gregory and Hurst Street		-	-
38	Carlton, Moomere Street	C-22-T-028	Asphalt footpath renewal, Moonar to Carlton River		-	-
39	Dodges Ferry, Park Beach Road	C-22-T-029	Footpath and kerb to beach car park		-	-
40	Dodges Ferry, Carlton River Road	C-22-T-030	Asphalt footpath renewal - junction to Chaffey's Drive		-	-
41	Sorell, Pennington Drive	C-22-T-031	VRU - Pennington Drive / Weston Hill Road		-	76,732
42	Sorell, Main Road	C-22-T-032	VRU - Main Road		213	13,906
43	Dodges Ferry, First Avenue	C-22-T-033	VRU - First Avenue		109	199,394
44	Sorell, The Circle & Taylor Drive	C-22-T-034	VRU - Circle to Taylor Drive		313	5,287
45	Dodges Ferry, Carlton River Road	C-22-T-035	Continuing east from Chaffey's Drive		-	-
46	Sorell Rotary Club Bus Shelters	C-22-T-036	2 Bus Shelters 2021/22		-	-
				\$ 986,360		



3/08/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022						
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitments
BRIDGE REPLACEMENTS						
47	Nugent Road - Badger Box Gully Creek	C-22-BR-001	Bridge approach renewal		-	-
48	Nugent Road - Wells Creek	C-22-BR-002	Bridge approach renewal		-	-
49	Dunalley, Fulham Road	C-22-BR-003	Bridge approach renewal		-	-
50	Carlton, Fulham Road	C-22-BR-004	Bridge approach renewal		-	-
51	Marion Bay Road	C-22-BR-005	Install guard rail and widen approach		-	-
52	Carlton River Road	C-22-BR-006	Bridge approach renewal		-	-
				\$ 131,090		
BUILDINGS						
53	Lewisham - boat ramp carpark	C-22-B-001	Single berth toilet & AWTS (or equivalent)		-	-
				\$ 80,000		
PLANT AND EQUIPMENT						
54	CAC & Depot	C-22-P-001	Light fleet replacement - 7 MVs - 5x Ford Rangers & 2x Mitsubishi Outlanders (+ provision for required accessories)		-	-
55	Depot	C-22-P-002	JCB Backhoe. Replacement of backhoe HF-XX-031 due to age (Q3)		-	-
56	Depot	C-22-P-003	Med Tipper (Reserves). Replacement of Mitsubishi Fuso Canter HF-XX-005 - B10RC (Q3)		-	-
				\$ 530,000		
IT						
57	CAC	C-22-IT-001	Mobile DGPS unit - equipment for Engineering Department		-	-
				\$ 11,500		
LAND IMPROVEMENT (PARKS & RESERVES)						
58	Pembroke Park	C-22-LI-001	Extend height of rear cricket net FN114166 and length of roofs FN114163		1,000	-
				\$ 22,500		

3/08/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022						
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitments
	CARRYOVERS FROM 2020/2021					
	Note: At the time the budget was approved by Council in June 2021, the Carry Overs from 2020/2021 budgets were estimates based on expenditure as at 8/06/2021. Actual Carry Over amounts are dependent on actual expenditure as at 30 June 2021 and as a result the total Carry Over budget has now been updated to reflect 30 June 2021 actuals.					
	CARRY OVERS - STORMWATER					
59	Dodges Ferry, Blue Lagoon	C-21-S-009			-	14,078
60	Lewis Court & #229 Lewisham Scenic Drive	C-21-S-014			208	-
	CARRY OVERS - FOOTPATHS & KERB					
61	Sugarloaf Road reconstruction	C-21-T-003			89	-
62	Dodges Ferry, Tiger Head Road	C-21-T-052			53	61,478
63	Dodges Ferry to Carlton Beach	C-21-T-055			137	89,986
64	Sorell, Brinktop Road	C-21-T-056			321	-
	CARRY OVERS - BRIDGES & OTHER STRUCTURES					
65	Municipality	C-21-BR-004			-	-
	CARRY OVERS - PLANT & EQUIPMENT					
66	Depot	C-21-P-001			-	-
67	Depot	C-21-P-002			-	-
68	Depot	C-21-P-004			-	-
69	Depot	C-21-P-010			41,015	-



3/08/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022						
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitments
	CARRY OVERS - IT					
70	CAC	C-21-IT-002			10,409	10,375
71	CAC	C-20-IT-005			1,180	-
72	Municipality	C-20-IT-002			-	-
	CARRY OVERS - PARKS & RESERVES					
73	Copping Cemetery	C-21-LI-009			-	-
74	Carlton, Snake Hollow Park	C-21-LI-010			-	9,812
75	Carlton, Snake Hollow Park	C-20-LI-010			181	33,097
76	Sorell, Sorell Skate Park	C-21-LI-011			-	129,069
77	Dunalley Gold Club	C-20-LI-012			-	-
	CARRY OVERS - BUILDINGS					
78	CAC	C-20-B-004			-	-

3/08/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022						
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitments
	CARRY OVERS - PEMBROKE PARK STADIUM					
79	Pembroke Park	C-20-PemPark-Civil			3,536	-
80	Pembroke Park	C-20-PemPark-Stadium			7,496	4,732,895
81	Pembroke Park	C-21-PEMPARK-002			-	-
	CARRY OVERS - PRELIM JOBS					
82	Municipality	C-22-PRELIM-SWPROGRA			0	7,000
83	Pembroke Park	C-22-PRELIM-PPFUNRM			-	-
				\$ 8,087,039		
			Total Capital Budget - Excluding Carry Overs	\$ 7,987,345		
			Tot Capital Budget - Including Carry Overs	\$ 16,074,384	99,605	5,618,831



13.0 QUESTIONS FROM THE PUBLIC

In accordance with Regulation 31 of the Local Government (Meeting Procedures) Regulations 2015, Council will conduct a Public Question Time.

At each meeting the Mayor will invite those members of the public present to ask questions. When requested please:

- Stand up; and
- State clearly your name and address.

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

Members of the public are reminded that questions and any answers to such questions are not to be debated.

Questions may be submitted to Council in writing at least seven (7) days before an ordinary Council meeting.



CLOSED MEETING

Members are advised that items listed below in the CLOSED SESSION AGENDA are classified as CONFIDENTIAL ITEMS in accordance with the provisions of the Local Government Act 1993.

A Councillor must not discuss any item listed in a CLOSED SESSION AGENDA with any person (except another elected member, the General Manager or the author of a report to the closed session of Council or a Council Committee) without a specific resolution of the Council or a Council Committee that considered the report.

Section 338A (1) of the Local Government Act 1993 states that a Councillor must not disclose information:

(a) seen or heard by the Councillor at a meeting or part of a meeting of a council or council committee that is closed to the public that is not authorised by the council or council committee to be disclosed; or

(b) given to the Councillor by the mayor, deputy mayor, chairperson of a meeting of the council or council committee or the general manager on the condition that it be kept confidential.

Section 338A (3) states that a member must not disclose information acquired as such a member on the condition that it be kept confidential.

Additionally, Section 339 of the Local Government Act 1993 states that:

(1) A councillor or a member must not make improper use of any information acquired as a councillor or member.

(3) Improper use of information includes using the information –

(a) to gain, directly or indirectly, an advantage or to avoid, directly or indirectly, a disadvantage for oneself, a member of one's family or a close associate; or

(b) to cause any loss or damage to any council, controlling authority, single authority, joint authority or person.



14.0 CLOSED MEETING

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The General Manager advised that in his opinion the listing of agenda item/s:

Reference	Item
14.1	Confirmation of the Closed Council Minutes of the Council Meeting of 20 July 2021 – <i>Regulation 34(3)</i>
14.2	Disclosure of confidential information – <i>Regulation 15(8)</i>

As prescribed items in accordance with Regulations 15 and 34 of the Local Government (Meeting Procedures) Regulations 2015, and therefore Council may by absolute majority determine to close the meeting to the general public.

RECOMMENDATION

That the meeting be closed to the public to enable Council to consider agenda items 15.1 - 15.2 which are confidential matters as prescribed in Regulations 34 and 15 of the Local Government (Meeting Procedures) Regulations 2015.

14.1 CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 20 JULY 2021

RECOMMENDATION

“That the Closed Minutes of the Council Meeting held on 20 July 2021 be confirmed.”

14.2 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION

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RECOMMENDATION

“That in accordance with Regulation 15(9) of the Local Government (Meeting Procedures) Regulations 2015, the Mayor and General Manager be authorised to disclose information from this ‘Closed Section’ of this meeting in the course of implementing the decisions of Council.”



15.0 ACRONYMNS

ACWC	Arts & Cultural Working Committee
AGM	Annual General Meeting
ASU	Australian Services Union
CAC	Community Administration Centre
CLRS	Councillors
CPR	Cardiopulmonary Resuscitation
CRM	Customer Relationship Management
CRDSJA	Copping Refuse Disposal Site Joint Authority
DASC	Development Assessment Special Committee
DEDTA	Department Economic Development, Tourism & The Arts
DPAC	Department of Premier & Cabinet
DSG	Department of State Growth
DST	Destination Southern Tasmania
EOI	Expressions of Interest
EPA	Environment Permit Authority
EWaste	Electronic Waste
GM	General Manager
ICT	Information Communication Technology
KAB	Keep Australia Beautiful
LGAT	Local Government Association of Tasmania
LTI	Lost Time Injury
LPS	Local Provisions Schedule
MAST	Marine & Safety Tasmania
MGR E&R	Manager Engineering & Regulatory Services
MGR F&I	Manager Finance & Information
NBN	National Broadband Network
NRM	Natural Resource Management
PCYC	Police & Citizens Youth Club
RDA	Regional Development Australia
RMPAT	Resource, Management and Planning Appeal Tribunal
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
TOR	Terms of Reference

