



COUNCIL AGENDA

COUNCIL CHAMBERS
COMMUNITY
ADMINISTRATION
CENTRE (CAC)

15 JUNE 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, 15 June 2021, commencing at 6.00 pm.

C E R T I F I C A T I O N

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
10 June 2021



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

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1.0 ATTENDANCE

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

2.0 APOLOGIES

Councillor D De Williams – Approved Leave of Absence

3.0 DECLARATIONS OF PECUNIARY INTEREST**4.0 CONFIRMATION OF THE MINUTES OF 18 MAY 2021**

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RECOMMENDATION

“That the Minutes of the Council Meeting held on 18 May 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.

- Attended Council Meeting, Workshop DASC and Budget and Rates Workshops as required.
- Attended the Sorell Men’s Breakfast.
- Andrew Hyatt and I meet with Jenny Cowling re the ongoing use of the TTC.
- Conducted Volunteer week event.
- Met with Senior staff various projects and direction.
- Met with the Sorell School action crew re their ABC award.
- Met with the Men’s Shed and Johnathan Heather.
- SWS CEO, Board Chair and I met with LGAT CEO re organics.



- General Manager and I met with newly appointed Police inspector Gavin Hallet and Ben Duffey.
- Discussions with Minister Ferguson re Paradise road closure.
- SWS CEO, Board Cahir and myself met with Barwicks landscaping re FOGO.
- Had discussions between SERDA and DPAC re grant deed x2.
- Met with Senior staff, Andrew Hyatt and Oliver Strickland re SERDA funding.
- Andrew Hyatt and I met with SECC re staff training and work placement.
- Met with Rebecca White MP.
- Had discussions with Susie Bower Liberal candidate for Lyons.
- Met with Brian Mitchell MP.
- General Manager and I met with Trent Young Group.
- Met with Quinten Newitt.
- Attended SEBA meeting re new Stadium.
- Participated in SERDA workshop re future regional employment structure plan.
- Attended School Association meeting.
- Attended Business Council Meeting.
- Conducted Seniors Advisory Group.
- Met with Minister Jane Howlett's staff re Women, Small Business and Sport.

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

The following Council Workshops were held:

Date	Purpose	Councillor Attendance	Councillor Apologies
25 th May	<ul style="list-style-type: none"> Annual Plan. Operating and Capital draft 21/22 budgets. 	Mayor Vincent Deputy Mayor Reynolds Councillor Nichols Councillor Torenius Councillor Jackson Councillor Reed Councillor Gala Councillor Degrassi	Councillor De Williams – Leave of Absence
1 st June	<ul style="list-style-type: none"> Annual Plan. Operating and Capital draft 21/22 budgets. Sorell bypass briefing from Hazell Bros. Community Grant discussion. 	Mayor Vincent Deputy Mayor Reynolds Councillor Nichols Councillor Torenius Councillor Jackson Councillor Reed Councillor Gala	Councillor De Williams – Leave of Absence Councillor Degrassi

8.0 DEPARTMENTAL REPORTS

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RECOMMENDATION

“That the Departmental reports as listed be received.”

8.1 GOVERNANCE – ROBERT HIGGINS, GENERAL MANAGER

- LGAT southern waste group meeting – future recycling tender and governance structure arrangements – 19th May.
- Natural Disaster Risk Reduction workshop – 20th May.
- DSG meeting re Paradise Gorge rock works – 25th May.
- Audit Panel meeting – 1st June.
- SERDA structure / SG grant meeting – 2nd June & 9th June.
- Meeting with subdivision proponents 5 Arthur Hwy – 3rd June.
- Meeting with architect re Men’s Shed concept – 8th June.
- Meeting with resident 2 Valley View Close – drainage issues – 8th June.
- Meeting with Trent Young Group re concept design fr 33 Dubs and Co Dve – 8th June.
- Emergency management group meeting re. the Hub – TasPol, SES & TFS – 10th June.
- Transport Network Review consultancy meeting – 10th June.
- Staff meetings, SMT meetings, workshops, budget meetings and DASC meetings.



8.2 ENGINEERING & REGULATORY SERVICES – RUSSELL FOX, MANAGER

Council and the Tasmanian Planning Commission have agreed the Local Provisions Schedule (LPS) will be exhibited as part of the Tasmanian Planning Scheme on the 12 June 2021. The LPS will be out on public exhibition for 60 days.

The dredging at Gypsy Bay is complete and Russell Kemp and Paul Markey have undertaken a bathometric survey of the site. All Council Project Managers, over the next month, will be trying to complete works and request the assets team to capitalise as many jobs as possible before the end of the financial year.

During May a number of staff and SES and TasFire attended a Natural Disaster Risk Reduction workshop facilitated by a consultant. The outcome of the workshop will be a risk register for natural hazards in the municipality along with some suggested mitigations.

Meetings attended include:

- Regular fortnightly site meeting with Vos Construction regarding the stadium project
- Audit panel meeting to discuss asset management
- Regular Senior Advisory group meeting
- WHS committee meeting
- Interviews for the NRM officer
- Meeting with GM and consultants to discuss Blue Lagoon, Streetscape projects, proposed local land development, ongoing flood modelling and proposed stormwater headwork charges.

Jenny Richmond / Emma Smith

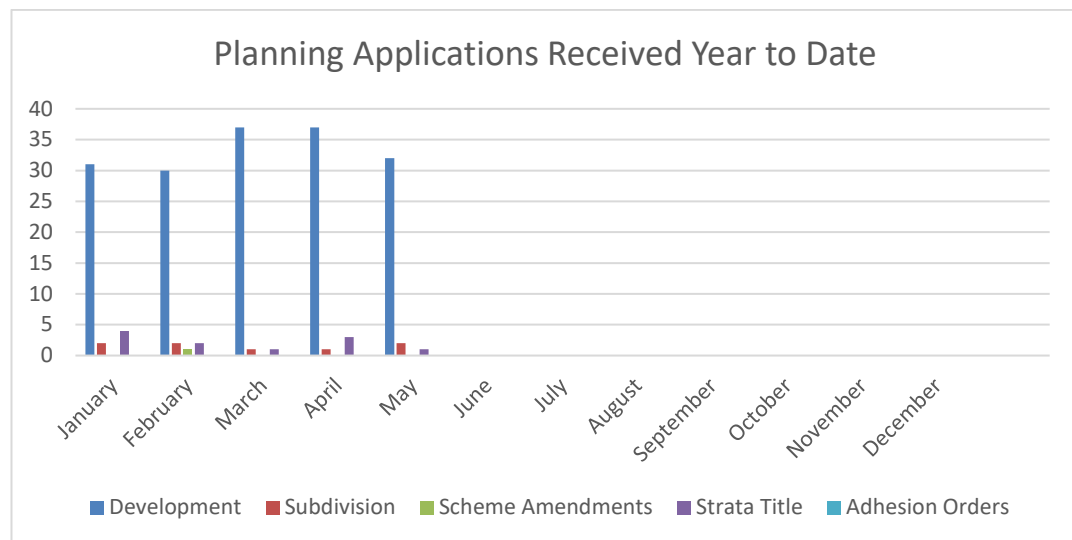
During the month of May 2021, Development Services received the following requests to waive application fees due to the site being a Council owned property or the applicant a Community Not-for-Profit Organisation.

Project:	Name & Address:	Fees Waived:
Building/Plumbing:		
Surf Life Saving Club	14 Raprinner Street, Carlton	Plumbing: \$1,600.50
Surf Life Saving Club	14 Raprinner Street, Carlton	Building: \$139.00



PLANNING – Shayla Nowakowski

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

**DELEGATED AUTHORITY – Jenny Richmond**

During the month of May 2021 a total of 33 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)
- 1 Applications with the requirements for General Exemptions / Not applicable
- 24 Applications approved as Discretionary Developments - issued under delegated authority
- 2 Applications approved as Discretionary Developments – at DASC Meetings held on 4 & 21 May 2021

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

Description	Application Type	Address	Value
Residential - Dwelling & Outbuilding	Discretionary	19 Clover Court, Carlton	\$400,000.00
Residential - Dwelling (CT179793-14)	Discretionary	3 Statesman Court, Sorell (CT179793-14)	\$340,000.00
Residential - Dwelling	Discretionary	31 Knights Road, Connellys Marsh	\$600,000.00
Residential - Dwelling	Discretionary	22 Valley View Close, Sorell	\$240,000.00



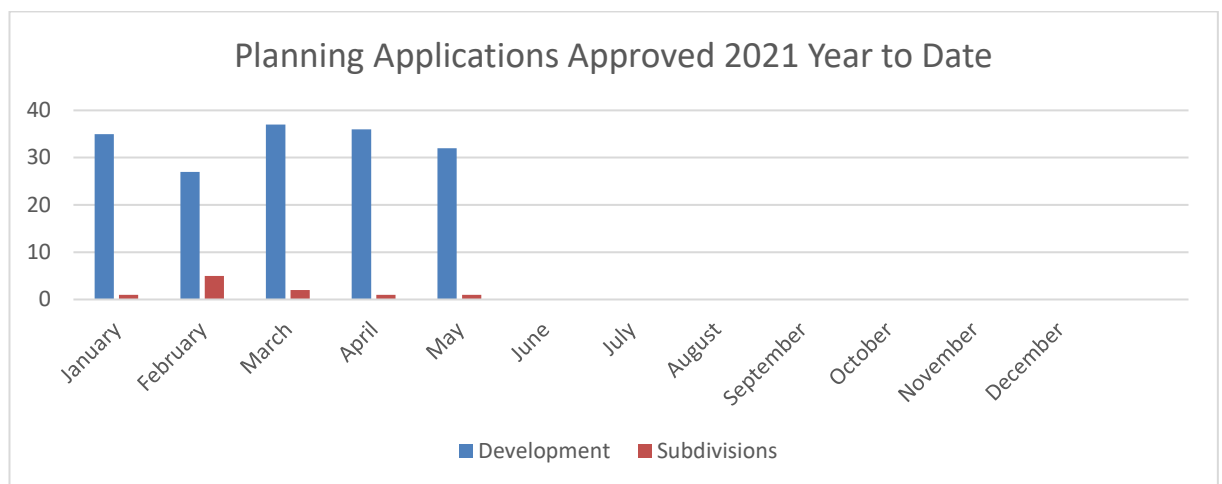
Residential - Dwelling & Outbuilding	Discretionary (DASC)	3 Renmore Court, Carlton	\$309,800.00
Residential - Additions to Dwelling (Awning)	Discretionary	6 Lloyd Street, Carlton	\$18,686.00
Agricultural Farm Shed	Discretionary	177 Josephs Road, Carlton	\$25,000.00
Residential - Dwelling	Discretionary	68 Pennington Drive, Sorell	\$300,000.00
Residential - Dwelling CT180369/18	Discretionary	1 Fresne Way, Sorell (CT180369/18)	\$294,050.00
Residential - Dwelling & Rumpus Room	Discretionary	608 Primrose Sands Road, Primrose Sands	\$150,000.00
Residential - Dwelling & Outbuilding (Carport)	Discretionary	119 Weston Hill Road, Sorell	\$420,000.00
Agricultural - Outbuildings x 2 (Sheds)	Discretionary	593 Pawleena Road, Pawleena	\$10,000.00
Residential - Additions & Alterations to existing Dwelling & Carport & New Outbuilding (Garage)	Discretionary	7 Elise Drive, Dodges Ferry	\$165,000.00
Residential - Outbuilding (Shed)	Discretionary	10 Keelan Court, Lewisham	\$35,700.00
Food Services - Restaurant and Takeaway	Discretionary	12 Gordon Street, Sorell	\$200,000.00
Residential - Multiple Dwellings x3	Discretionary	7 Statesman Court, Sorell (CT179793/16)	\$500,000.00
Residential - Dwelling	Discretionary	66 Pennington Drive, Sorell	\$300,000.00
Residential - Outbuilding	Discretionary	138 Bally Park Road, Dodges Ferry	\$15,200.00
Visitor Accommodation	Discretionary	10 Gypsy Place, Primrose Sands	\$0.00
Residential - Additions to Dwelling (Awning)	Discretionary	69 Bally Park Road, Dodges Ferry	\$10,794.00
Residential - Additions to Dwelling - As Constructed	Discretionary	95 Shark Point Road, Sorell	\$8,500.00
Residential - Dwelling	Discretionary	Lot 22 Wolstenholme Drive, Sorell (CT148936/22)	\$700,000.00
Residential - Additions to Dwelling (Deck)	Discretionary	1 Richards Avenue, Dodges Ferry	\$15,000.00
Residential - Outbuilding (Garage)	Discretionary	12 Signal Hill Road, Dodges Ferry	\$10,000.00
Residential - Additions & Alterations to existing dwelling	Discretionary	23 Brady Street, Midway Point	\$100,000.00
Reorganisation of Boundaries	Discretionary(DASC)	583 Fulham Road, Dunalley (CT176804 -4) & 258 Fulham Road, Dunalley(CT176860-1)	\$0.00
Residential - Additions to Dwelling (Awning)	No Permit Required	U4 17 Walker Street, Sorell	\$9,042.00
Residential - Dwelling	No Permit Required	8 Statesman Court, Sorell	\$300,880.00



Business & Professional Services - Medical Centre Existing Dental Centre (Stage 1A, Internal Fit Out of Unit 15 only)	No Permit Required	U15 5 Fitzroy Street, Sorell	\$0.00
Strata Title x 3 Units	Permitted	20 Tarbook Court, Sorell	\$0.00
Strata Title x 2 Units	Permitted	15 Tarbook Court, Sorell	\$0.00
Strata Title - Units 3 & 4 (Stage 2)	Permitted	51 Raynors Road, Midway Point	\$0.00
Petition to Amend Sealed Plan	N/A	59-61 Tasman Highway, Sorell	\$0.00
			\$5,477,652.00

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

Planning Applications approved year to date including May 2021.



APPEALS – John Molnar

There are currently two appeals before the Resource Management & Planning Appeals Tribunal (RMPAT) in the month of May.

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.

Following a directions hearing held on the 12 April, mediation was being undertaken between the parties. At this point in time, if there is no consent



agreement reached between the parties then the matter is listed for a multi-day hearing in mid-July.

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 a mediation on the 20 May. At this point in time if there no consent agreement between the parties then the matter is listed for a hearing in the first week of July.

STRATEGIC PLANNING – Caroline Lindus

A hearing for the rezoning of Lot 1, 5 Arthur Highway, was held on Wednesday 24 February 2021. Further information was required following this hearing to be provided to the Tasmanian Planning Commission by the 10 March 2021. A decision was issued by the TPC which approved the rezoning to Residential. This came into effect on the 29 April 2021.

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.

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. Initial assessment highlighted a number of outstanding matters which have been requested of the applicant. Further information has been received in relation to this rezoning, and it is being assessed against the relevant policies and standards for consideration by Council.

Council has 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 TPC 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 TPC that the

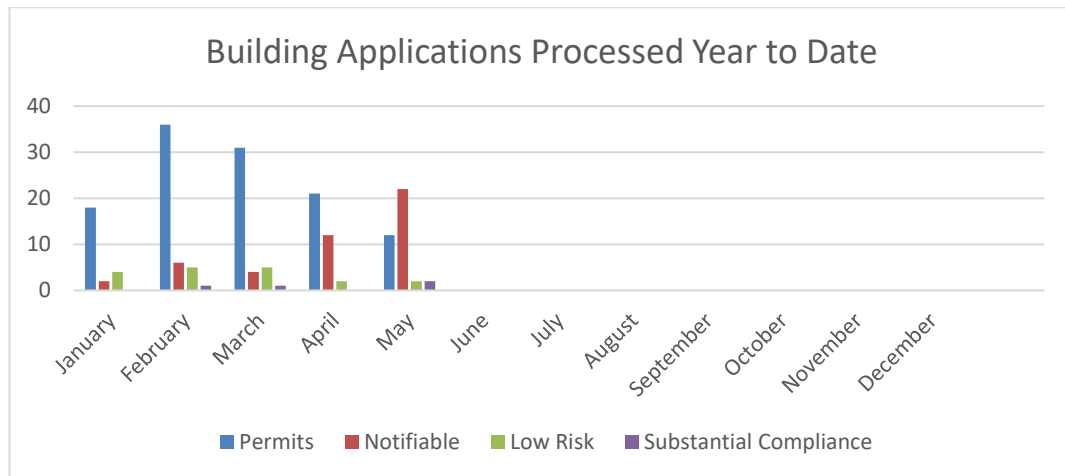


Scheme was acceptable to go on exhibition. Council is proceeding to exhibition of the Scheme from 15 June until 16 August 2021.

It is understood that the Council may wish to make changes to the exhibited Scheme and will need to do so via representation. It is proposed that staff present to Council in a workshop on 6 July to discuss any preferred changes, with the representation finalised after this time. These changes will be provided to Council for endorsement, and if supported by Council, will be presented to the TPC as part of the exhibition stage for the Sorell LPS.

BUILDING – Emma Smith

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



Details of applications that were approved in May are provided below and include:

- 12 Permits
- 22 Notifiable
- 2 Low Risk
- 2 Substantial Compliance

Property Address	Propose Use Of Building	Value Of Work
55 Sandpiper Drive, Midway Point	Dwelling	\$290,000.00
118 Weston Hill Road, Sorell	Dwelling & Outbuilding	\$350,000.00
6 Tarbook Court, Sorell	Dwelling	\$334,685.00
5 Darwin Street, Midway Point	Dwelling	\$30,000.00
104 Rosendale Road, Sorell	Dwelling	\$257,000.00
2 Renmore Court, Carlton	Dwelling	\$450,000.00
35 Whitelea Court, Sorell	Dwelling	\$292,870.00
39 Erle Street, Carlton River	Dwelling	\$401,850.00
39 Sweetwater Road, Midway Point	Dwelling	\$480,000.00
24 Falcon Street, Primrose Sands	Dwelling	\$240,000.00



9 Harback Court, Midway Point	Dwelling	\$408,500.00
5 Abruzzi Court, Orierton	Dwelling	\$579,985.00
260 Gillingsbrook Road, Forcett	Dwelling	\$25,000.00
23 Jeanie Drive, Sorell	Shed	\$18,200.00
8 Jayville Rise, Forcett	Dwelling	\$95,000.00
593 Pawleena Road, Pawleena	Outbuilding	\$20,000.00
27 Carlton Beach Road, Dodges Ferry	Dwelling	\$300,000.00
22A Reynolds Road, Midway Point	Dwelling	\$150,000.00
34 Whitelea Court, Sorell	Dwelling	\$259,125.00
14 Raprinner Street, Carlton	Surf Life Saving Club	\$800,000.00
393 Shark Point Road, Penna	Dwelling	\$150,000.00
1 Arthur Highway, Dunalley	Dwelling	\$170,000.00
109 Inala Road, Forcett	Dwelling	\$220,000.00
3 Okines Road, Dodges Ferry	Dwelling	\$260,000.00
9 Cornelius Avenue, Sorell	Dwelling	\$480,000.00
8 Protea Street, Primrose Sands	Dwelling & Deck	\$155,000.00
694 Bay Road, Marion Bay	Dwelling & Studio	\$165,000.00
2 John Street, Lewisham	Dwelling and Visitor Accomodation	\$500,000.00
398 Carlton River Road, Carlton River	Dwelling & Retaining Wall	\$296,700.00
64 Ridge Road, Dodges Ferry	Dwelling	\$250,000.00
481 Shark Point Road, Penna	Dwelling	\$200,000.00
8 Okines Road, Dodges Ferry	Dwelling	\$29,500.00
1 Renmore Court, Carlton	Dwelling Including Garage	\$155,000.00
16 Franklin Street, Dunalley	Dwelling & Shed	\$10,000.00
31 Raynors Road, Midway Point	Deck & Verandah	\$0.00
22 Return Street, Dodges Ferry	Dwelling	\$100,000.00
31 Arthur Highway, Dunalley	Awning Addition	\$11,874.00
75 Pennington Drive, Sorell	Awning Addition	\$15,523.00

BUILDING COMPLIANCE AND INSPECTIONS – Sally Hill

Type Issued	April	May	Total	Year to Date 2021
BN PA	1	1	2	7
BO PA	2	2	4	8
BID	4	1	5	17
BN BS	1	0	1	1
BO BS	0	0	0	0
EO GM	0	0	0	0
INFRINGEMENT	0	0	0	0
Total	8	4	12	33



Type Resolved	April	May	Total	Year to Date 2021
BN GM	0	1	1	2
BN PA	2	1	3	4
BO GM	0	0	0	1
BO PA	1	1	2	4
BID	7	5	12	24
BN BS	0	0	0	0
BO BS	0	0	0	0
EO GM	0	0	0	1
INFRINGEMENT	0	0	0	0
Total	10	8	18	36
Enforcements – Yearly Summary	Year to Date 2018	Year to Date 2019	Year to Date 2020	Year to Date 2021
Issued	36	53	70	33
Resolved	38	51	43	36
Total	74	104	113	69

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	April	May	Year to Date 2021
Occupancy Permit Issued	2	2	7
Form 46 (Schedule of Maintenance) Issued	0	0	1
Certificate of Final Inspection Issued	11	4	32
Complaints Received	7	6	31
Complaints/Enforcements – Follow up actions	1	0	8
Complaints Resolved without requiring further action	4	2	11

During April and May 2021, the following inspections were undertaken:

Inspection Type	April	May	Year to Date 2021
Inspection - Statutory Building Surveyor	12	9	40
Inspection – Other (Building Certificate, etc.)	0	0	0
Inspection – Enforcement	1	3	11
Inspection – Fire Damaged Property	0	0	0
Inspection – Building Audit	0	0	0



Inspection – Occupancy Checks	0	0	0
Total	13	12	51

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

I attended the Australian Institute of Building Surveyors Chapter meeting and the Professional Development Day. Various Building Surveying issues were discussed such as needing further clarification in relation to the Condensation in Buildings Tasmanian Designers' Guide – Version 2 as a referenced document.

At this seminar, information was provided in relation to the AIBS Professional Standards Scheme which is to be gazetted shortly. Part of this scheme will include auditing. Peter Graham – Director of Building Control provided an update of the Building Surveyors 2019 Audit – this revealed lots of documentation not containing all relevant information. The licensed designer preparing plans is to comply with Schedule 1 – minimum requirements for design documentation however this has not been occurring.

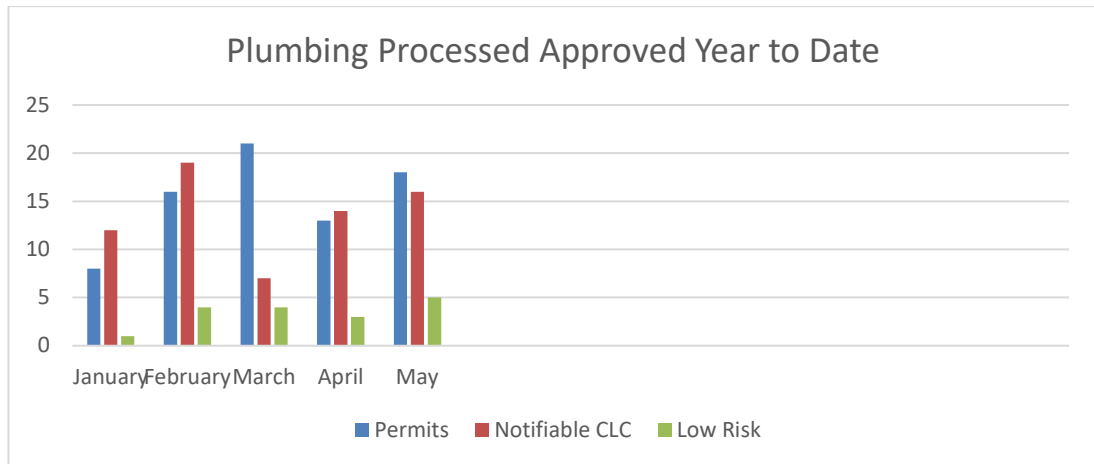
Clause A2.2(4) of the National Construction Code 2019 comes into effect on 1 July 2021. Information was provided in relation to Performance Requirements and the additional steps and documentation that will be required including a Performance-based design brief. Other presentations included issues of building failures in Tasmania, façade energy and Cladding updates.

Regarding the Permit Expiry project, I have received a further 4 applications to extend the duration of building permits where Council is the Building Surveyor to bring the total to 301 so far. Over 24% have been resolved and had a Certificate of Completion – Building Work Issued. Of the 301 extension of time applications received, I have inspected and dealt with over 40%.

PLUMBING – Simon Butler

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





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

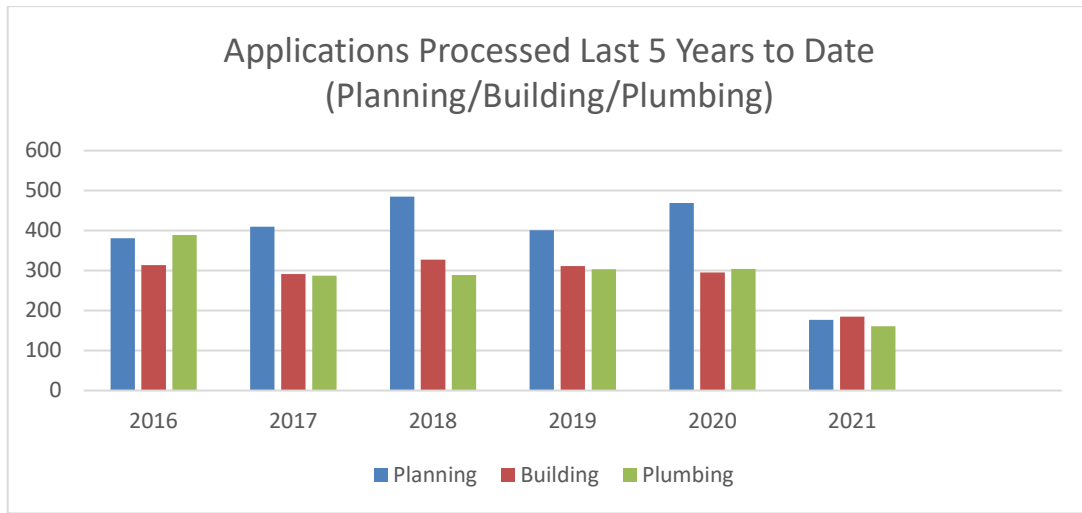
- 18 Permits
- 16 Notifiable
- 5 Low Risk

In May, 67 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 22 Plumbing Completion certificates were issued.

As the year meets the halfway point, Council is nearly 40 applications in front of the same time last year. This is impacting the Permit Authority to meet the statutory timeframes. Bill Butler (contractor) is continuing to help out one day a fortnight to allow the Plumbing Surveyor time to complete more of the expired permit program without putting a delay in current applications.

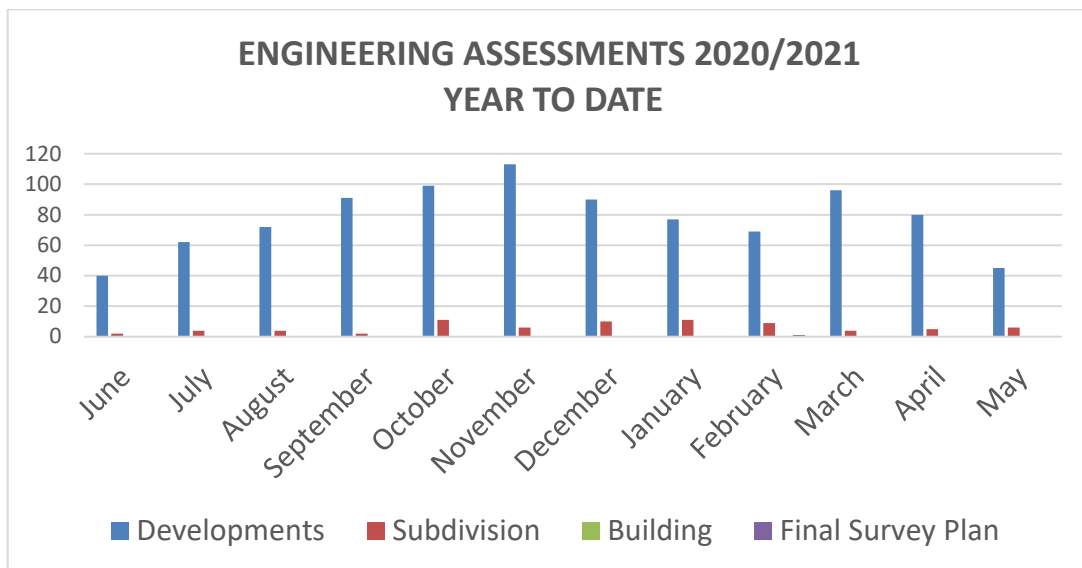
DEVELOPMENT ASSESSMENT – Shayla Nowakowski

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 May 2021.



DEVELOPMENT ENGINEERING – Leon Ashlin (May 2021)

Development Engineering has examined 51 applications (Developments & Subdivisions) for the May period, which required engineering input as follows:



Development Engineering Compliance – Leon Ashlin

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

- Pawleena Road Stage 1 – commencement in August 2020 – PC reached in May 2021
- 30 Montagu Street – commencement in March 2021 – some changes required to SW and Sewer designs – reapproved 31 May 2021



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

Other approved developments in progress are:

Contract Construction/Design:

- Sugarloaf Road Stage 3 – completed in May
- Fulham Road realignment – completed in May
- Cole Street SW Upgrade (The Canal) – completed in May

Capital Works:

- Tiger Head Road – commenced in March 2021
- Montagu Street K&G and footpath – due for completion in June 2021

Design Work:

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

ENVIRONMENTAL HEALTH - Greg Robertson Rachel Tenni

Building Act 2016

Onsite wastewater management assessments completed for Plumbing Permit applications. Most applications required some further information to enable assessments to occur.

Currently assessing an application for an upgrade of the Carlton Park Surf lifesaving club which involves a new aerated wastewater treatment system and land application area.

Land Use Planning & Approval Act 1993

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

The Midway Point road works are continuing and some night works were completed during May, no resident complaints were received by Council.

Food Act 2003

One commercial kitchen EHO assessment for Occupancy received and completed for new food businesses.

11 Food Business inspections were completed and the EHO has dealt with a number of enquiries about establishing new homebased food businesses.



EHO and Manager Regulatory Services attended a briefing from the Department of Health on Food Safety issues and legislation.

EHO attended a professional development seminar on food safety issues associated with fermented beverages.

Public Health Act 1997

Results were received from two private water sources (schools), the results complied with the Tasmanian Drinking Water Guidelines.

Recreational Water Quality

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

Results were received from a private swimming pool and spa, one swimming pool closed following two samples exceeding the guidelines. The operator of the pool has undertaken cleaning and 'shock dose' chlorination to improve the water quality. The pool has since reopened with two compliant samples received post shock treatment.

Communicable diseases

No communicable disease notification was received during May.

Immunisations

EHO's received Coronavirus vaccinations offer by the Department of Health.

Environmental Management & Pollution Control Act 1994 (EMPCA)

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

An ongoing complaint about noise from a commercial refrigeration unit has now been resolved after the unit was relocated.

Wastewater discharging into a roadside drain, investigated and the pipe has been removed.

Back yard burning complaints were also received.

Waste Management

Cleanaway (operator of the materials recycling facility) recently reported kerbside recycling from Sorell Council has been contaminated with plastic bags, clothing, greenwaste and general rubbish. In response to these problems the Communications Officer put a post on our Facebook page about recycling contamination and letters are now being sent to residents who have contamination identified in their recycling bins.



A joinery business is currently constructing the recycling hub. The hub will be located in the CAC and enable residents to ‘drop off’ small batteries, CD’s, X-rays, small e-waste, fluorescent light globes etc.

Management

Completed the Regulatory Services component of the operational plan for 21/22.

Street Stall / Public place permits

Limited sites are available in Sorell and Midway Point for street stalls as roadworks for the Sorell by-pass have commenced. Food vans wishing to operate in this area are encouraged to identify business zoned land and have a commercial arrangement with the land owner.

COMPLIANCE Darren Carter

Infringements issued for Nuisance Dogs (including Dog at large)	9
Infringement issued for Taking a Dog into a restricted area	0
Reported Dog attacks on livestock or other Dogs	6
Reported Dog attacks on people	1
Dogs impounded	10
Nuisance created by animals including dogs (Noise/Odour)	12
Fire Hazard Abatement notices issued	0
Litter Infringement notice issued	0
New Dog Registrations as a result of door knocks	0
Dog Abatement Notice (currently being appealed to the Magistrates court)	0
Noise – Nuisance animal (roosters)	3
Infringement issued By-Laws	0

DEPOT WORKS – Amy Neubauer, Ken Grierson, Mandy McLeod

Road Maintenance and Repairs

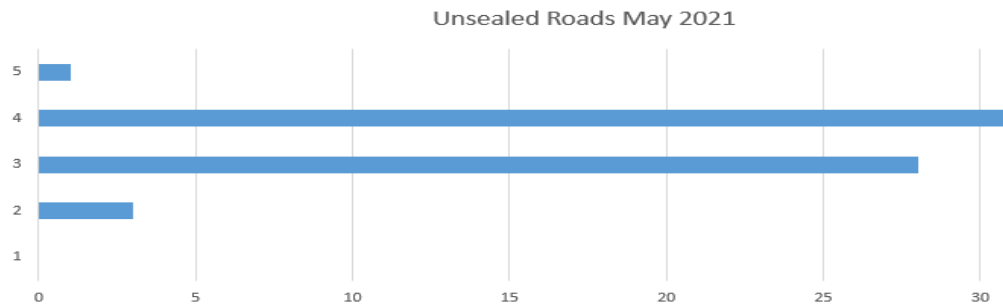
Priority 1	Urgent - 1 Day
Priority 2	Important- 6 Weeks
Priority 3	Required - 16 Weeks
Priority 4	Maintenance - 26 Weeks
Priority 5	Monitor - 52 Weeks

Unsealed Road Crew

- 63 Work Orders Completed for May. 3 at Priority 2, 28 at Priority 3, 31 at Priority 4 and 1 at Priority 5.

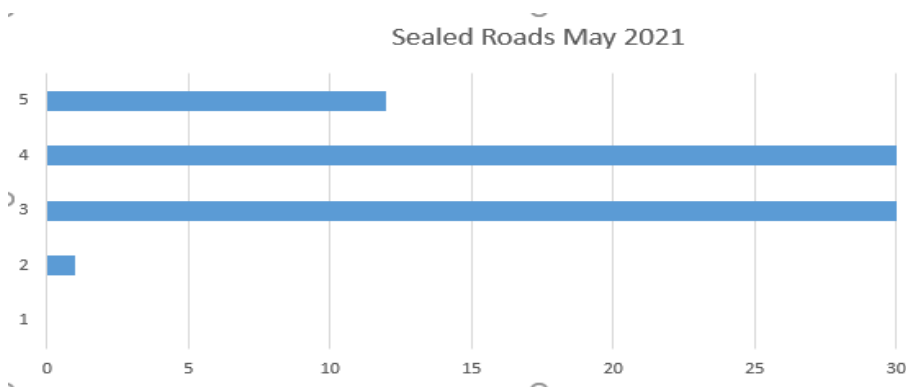


- Works undertaken were maintenance grade and drainage at Delmore Road, Bream Creek Road, Imlay Street, Kellevie Road, Marion Bay Road and Wiggins Road.



Sealed Road Crew

- 73 Work Orders Completed for May. 1 at Priority 2, 30 at Priority 3, 30 at Priority 4 and 12 at Priority 5.
- Works undertaken were maintenance on Bally Park Road, Brinktop Road, Carlton River Road, Marion Bay Road, Nugent Road and Shark Point Road.



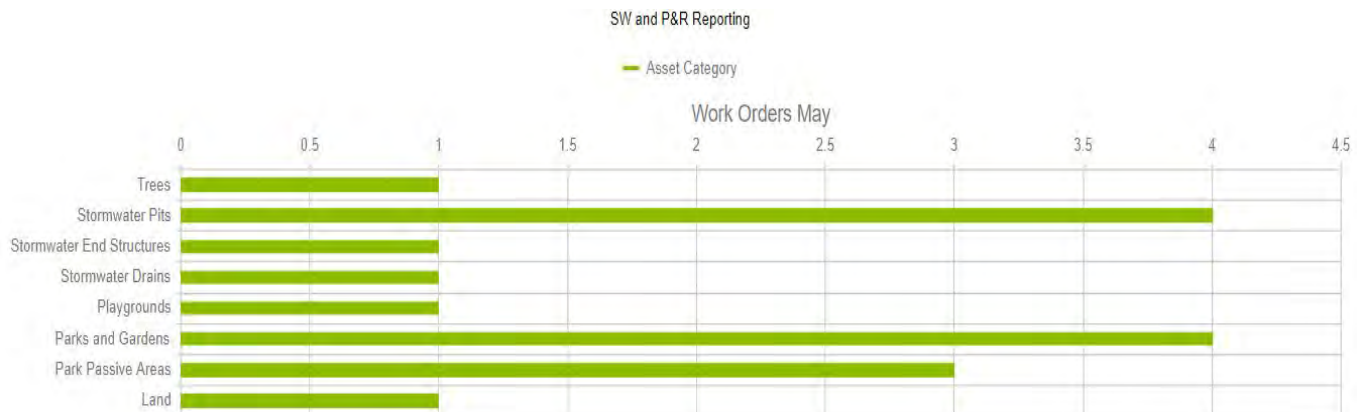
Stormwater Crew:

- Drainage work and vegetation removal maintenance Shark Point Road, Wattle Road, Hilltop Place, Gatehouse Drive and Lewis Court.
- Minor Capital - Young Street Carlton 2 x pits and pipe for ground water.
- Repair sink hole under road near 222 Lewisham Scenic Road.



Land Improvements:

- Inspections & ongoing Maintenance of all Parks, Walkways and Streetscapes
- Replace 3 x dead pines in Pioneer Park Planter Boxes
- Replace 1 x tree and replant plants in roundabout at Sweetwater.
- Seat installation of 1 x Dunalley Canal, 1 x Flyway Park and 2 x Pembroke Park
- Mowing of reserves at Kookaburra Street and Sea Eagle Street.

**FACILITY MAINTENANCE CO-ORDINATOR– Amy Neubauer / Josh Pullen**

All Buildings - general maintenance requirements as per form 46

Repairs and maintenance to:

- Clean bottom plate Railway shed
- Changed lights CAC
- New heat pump Dunalley Hall
- Fit IT equipment in CAC chambers
- Pest control Sorell Youth Centre
- Replace Lights SMH
- Midway Point Hall unblock toilets
- OP shop MPH fix leaking tap
- QR codes netball/soccer oval
- New change rooms replace door track roller
- New TV bracket and power point CAC
- Repair door closer CAC
- Faulty light switch Dodges Ferry School

Projects

- AusSpan providing structural calculations for proposed jetty solar lighting

Repairs and maintenance to public toilet facilities:



- Unblock toilets Carlton Beach
- Replaced soap dispenser Park Beach
- Unblock toilet Marion Bay
- New soap dispenser Gypsy Bay
- Leaking tap Primrose
- Replace hinges Dunalley toilets
- Unblock toilet VIC park
- New toilet seat VIC park
- Unblock urinal DFFC toilets
- Fix toilet cistern Fly away park
- Unblock toilet Primrose
- New toilet seat Kellevie
- Auto door lock VIC park
- Boomer bay pumpout and refill water tank

ASSETS / GIS / ICT – Julie Mann

- Further mapping edits were required for LPS GIS maps but have now been finalised and approved from TPC and out for advertising.
- Sorell hosted a NearMap workshop for other Councils, showcasing how Sorell uses aerial imagery and new building AI for rate revenue raising purposes.
- GHD Natural Hazards Risk workshop was held and GHD are underway collating the outputs of this workshop and developing a risk framework.
- A review of ICT Software and licenses is currently underway.
- Rolling out Multi-Factor Authentication across the organisation as recommended by the Australian Cyber Security Centre (ACSC – a branch of the Australian Government) and part of the 'Essential 8' - a series of baseline mitigation strategies to prevent cyber security incidents. Multi-factor authentication is one of the more effective and simple controls an organisation like Sorell Council can implement to help prevent cyber-attacks.

PROJECT ENGINEER - Anthony Walters

Road & Traffic

Vulnerable Road User Program 20/21:

- From Ningana (The Circle) to Arthur St (Stage 1) – Construction is nearing completion.
- From Junction St (Bally Park Rd) to the Boat Park – Construction is nearing completion.
- The second round for the 2020/21 VRU were all successful:
 - Concrete footpath from Ningana Circle to Arthur St via Taylor Drive awarded (Stage 2).



- Pedestrian crossing in Main Rd Sorell, adjacent to the high school bus stop/ roundabout (Opposite 46 Main Rd) design has commenced.
- Jetty Road/First Avenue concrete footpath at Dodges Ferry will be out for quotes during June.

Safer Rural Roads Program - Successful with grant application (\$448K) to widen Brinktop Road from the Tasman Highway to Penna Road, currently out to tender.

Parks & Reserves

- Snake Hollow
 - Contractor has been selected and will commence works on the gravel parking bays and upgrade to internal track shortly.
 - Play equipment ordered and quote for installation costs has been requested.
 - Plantings as per planning requirements have been installed.
 - Trees within the park have been trimmed and/ or removed as per arborist report.

Buildings

- Pembroke Park Stadium
 - Concrete slabs installed to east, west and northern sections of the building.
 - Installation of structural steel columns and beams nearing completion.
- Levelling the Playing Field Change rooms:
 - Boot cleaners installed and signs have been ordered.
- Sorell Memorial Hall – Supper Room Upgrade - works are complete.

Administration

- Capitalisation of the 2020/21 footpath renewal program continuing.

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

Meetings Attended by Manager

- Consultative Committee
- Sorell School Representatives RE: Arts Tasmania Grant Project
- Discussion RE: Rating Restructure Communications
- Finance System Upgrade
- President Sorell Lions Club
- Future model for SERDA / Employment Hub
- Meeting Joe Chelkowski RE: Arts Tasmania Grant Project



- 21/22 Planning
- Payroll Review
- Discussions RE: WHS
- Discussions RE: Building Surveying Services
- Management Meeting
- Department Meeting
- Various HR meetings

HUMAN RESOURCES

Recruitment

Recruitment for the following positions is currently in progress:

- NRM Facilitator – Interviews conducted 9th May.
- Independent Audit Panel Member – Preferred Applicant Recommendation put to Council 15th June.
- Senior Rates Officer – Advertising period extended until 15 June.

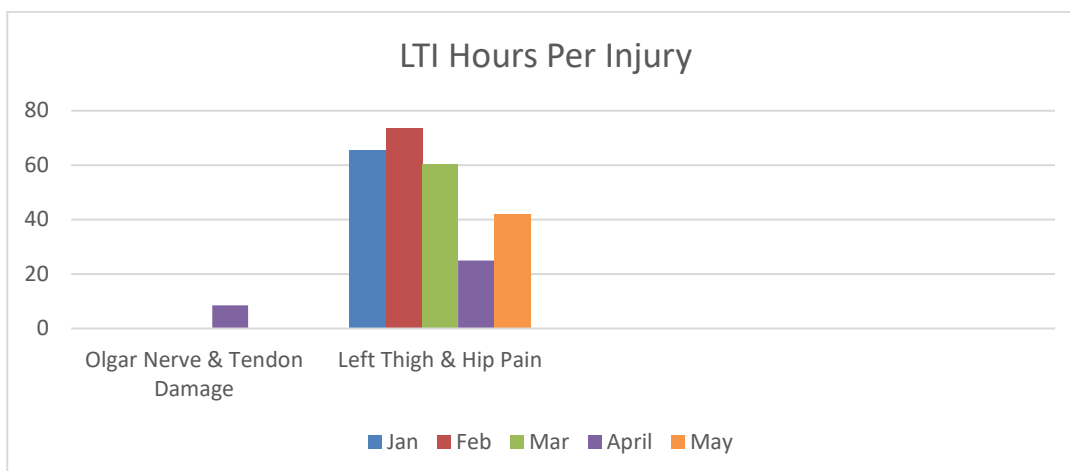
PAYROLL / EMPLOYEE SUPPORT

- Two pay runs and end of month processing completed.
- Payroll Rules Review.
- HSR & WHS Meeting.
- Superannuation meeting with Spirit Super.
- Recruitment & Selection Policy currently under review.

WORK, HEALTH & SAFETY

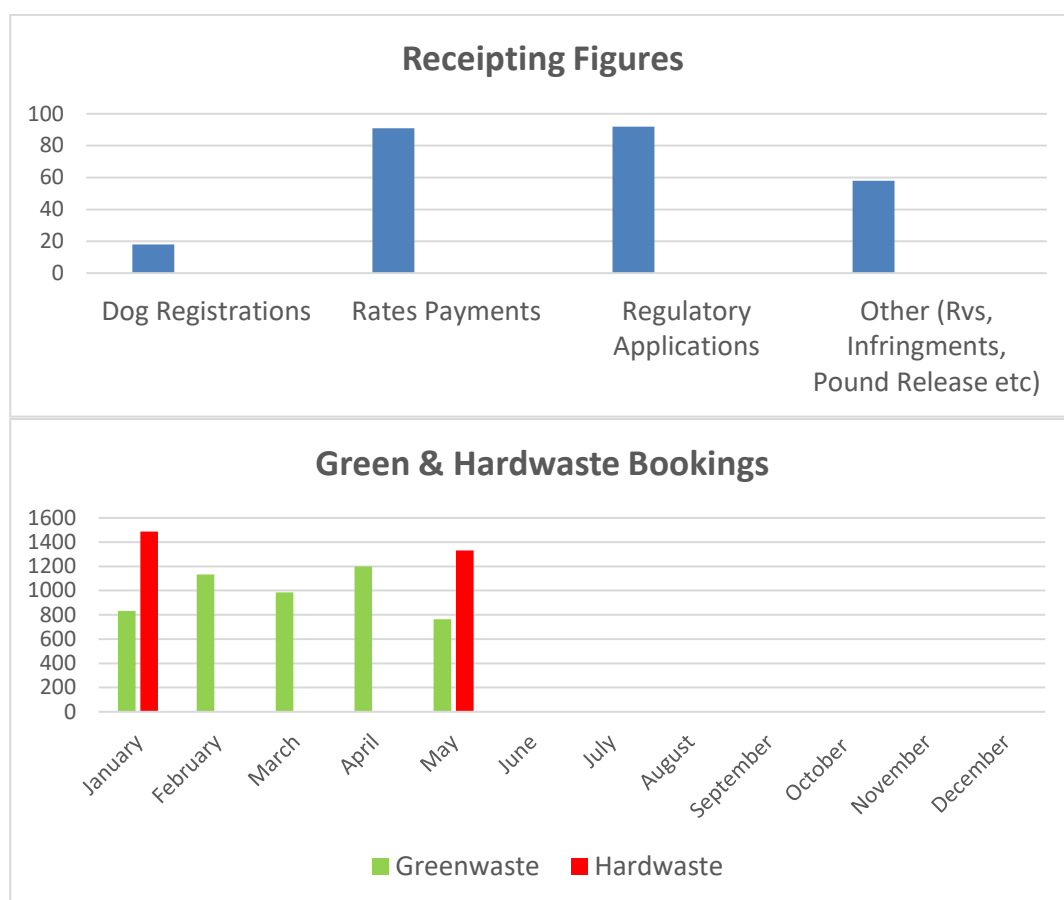
- WHS Management System currently being reviewed.
- Drafting New Induction for workers & contractors.
- Drafting the implementation of Take 5s for various workgroups.
- HSR/WHS meeting held on 31 May 2021.

WORKERS COMPENSATION



CUSTOMER & BUSINESS SUPPORT

Receiving figures – May



Phone Call Reporting – May 2021

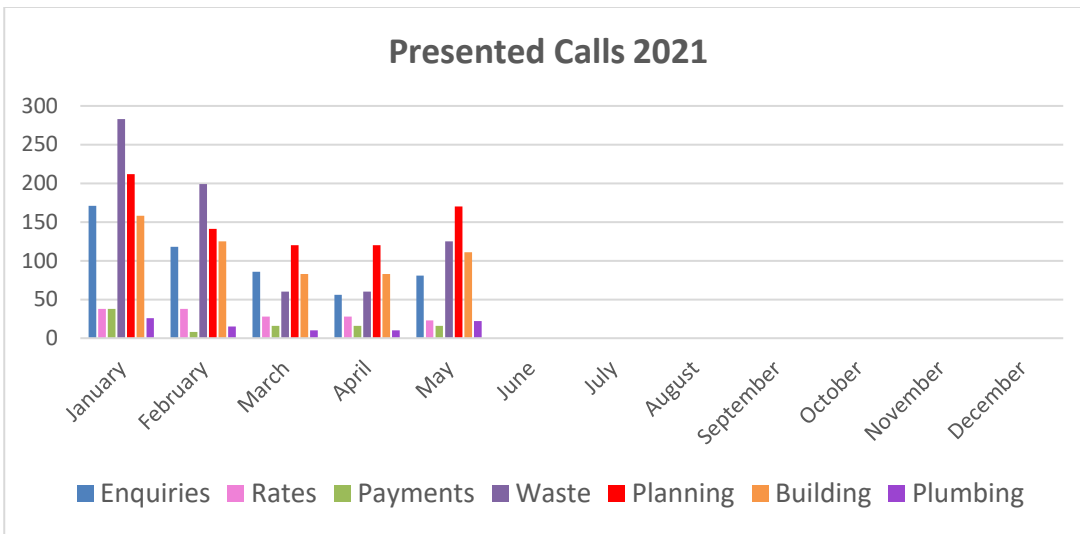
Enquiry	Number of Answered Calls	Average Speed of Answer	Percentage of Calls Answered
Building	102	15 Seconds	91.9%
Enquiries	76	9 Seconds	92.7%
Payments	14	13 Seconds	87.5%
Planning	152	18 Seconds	89.4%
Plumbing	22	17 Seconds	100%
Rates	21	8 Seconds	91.3%
Waste/Bins	116	11 Seconds	92.8%

92.2% of calls are being answered within 13 seconds. *Time includes welcome message and option menu for customers.*

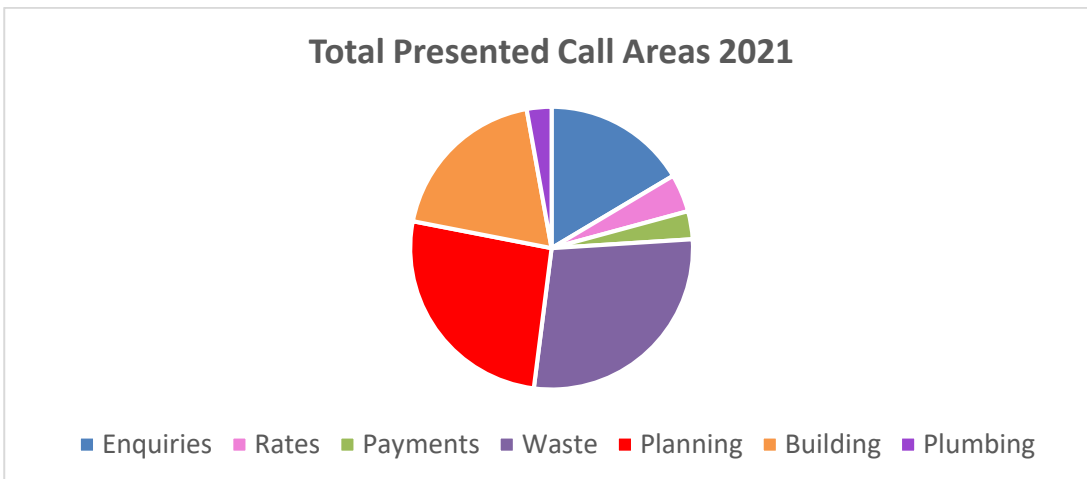
**Planning & Building calls will show a longer answer time as they are the last options for customers to choose when calling in via the phone system.



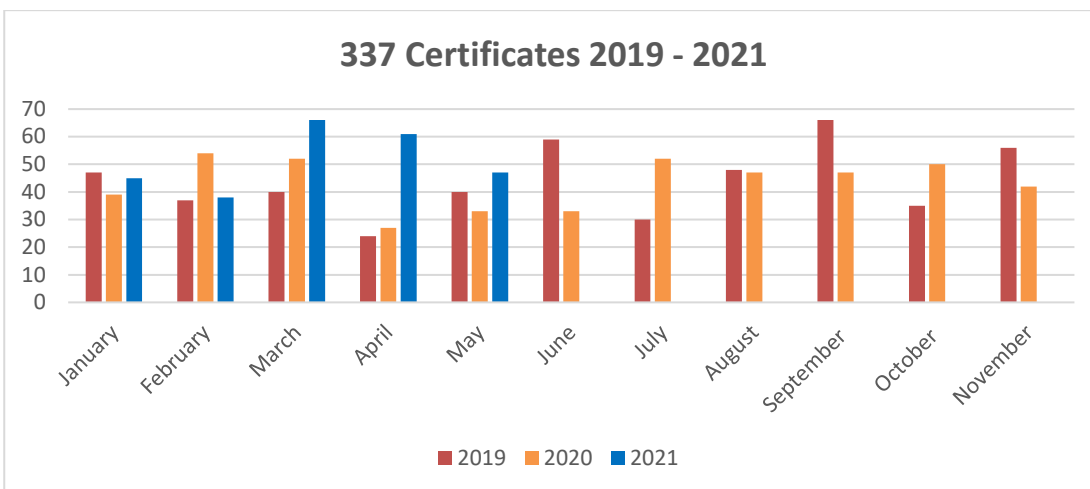
Presented Calls by month for 2021



Total Presented Calls for 2021

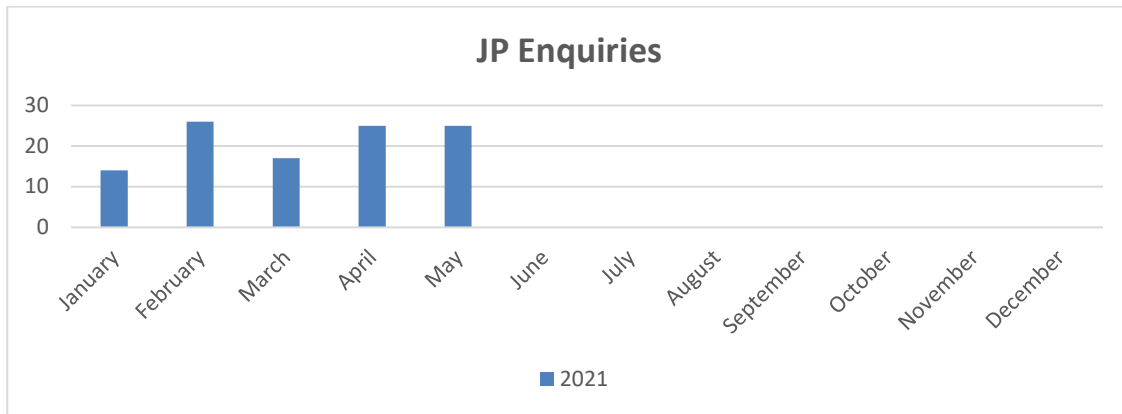


337 Certificates

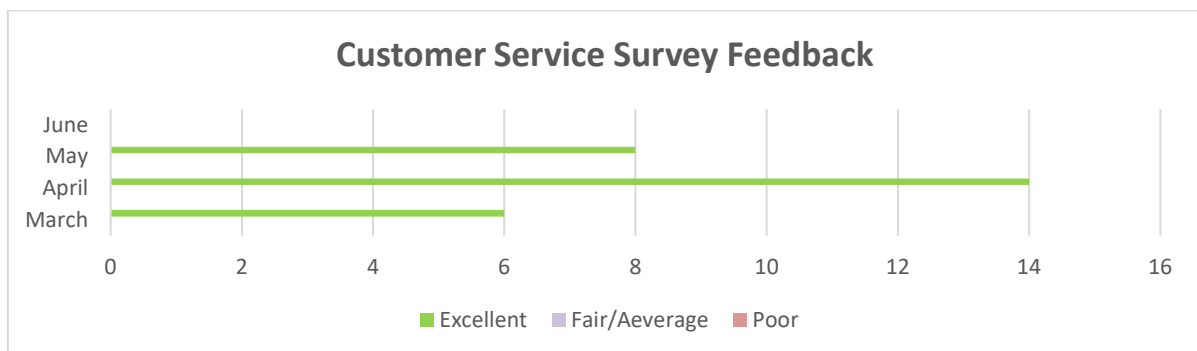


Council processed 47 - 337 Certificates in May 2021, which relate to the sale of properties as detailed in the graph above.

Justice of the Peace Enquiries



Customer Service Survey Feedback



We received 8 completed customer service surveys for the month of May.

Comments Provided:

CBS – “Thanks once again to yourself and everyone at Sorell Council for your continued assistance and professionalism every time I speak with you all”

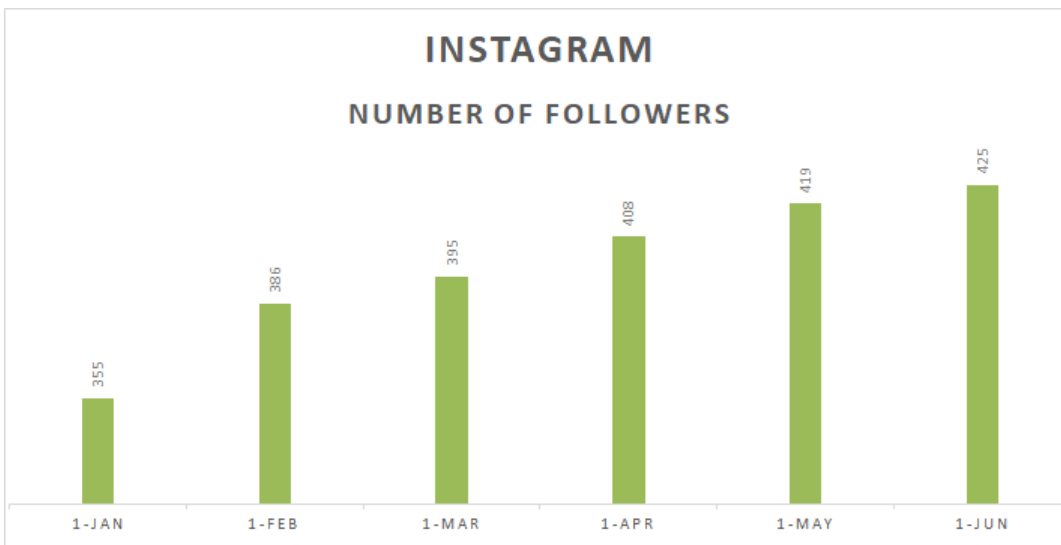
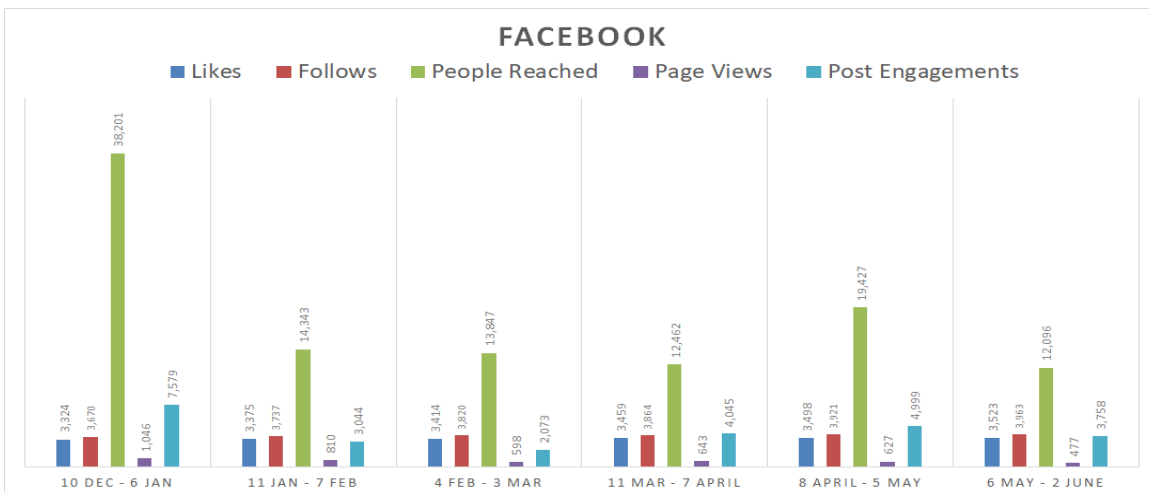
COMMUNICATIONS

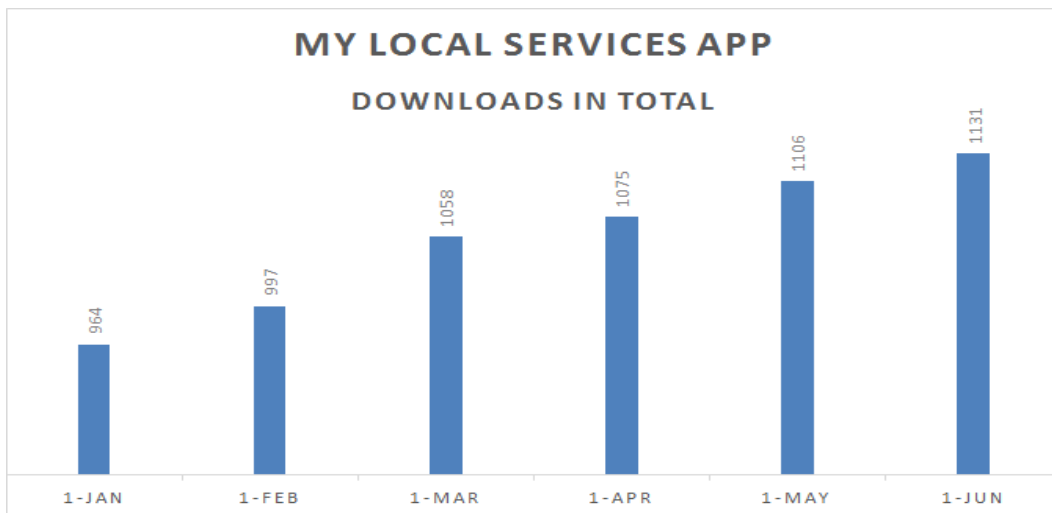
- Sorell Times – Regular monthly advert and article re Volunteers Recognition Event for 2021.
- Council Works Update – monthly update compiled re current and soon to be commenced Council works published on our website and Facebook and Instagram pages.
- Community Consultation – Nil this month
- Advocacy – Commenced updating Council’s Regional Strengthening Projects document.



- Website – Updated with news and documents including Council Works Updates, South East Traffic Solution, [Receive your Rates Notice by Email](#) and Drought Weeds Grant Program update.
- Community News Newsletter – Commenced drafting the July 2021 edition to go out with Rates Notices.
- Brochures – all public brochures currently being updated for printing and website.
- Community Services Directory – Update of the Directory is nearing completion, and will be printed shortly.
- Website redevelopment – Work for the website redevelopment is ongoing.
- Waste Education – Facebook posts ongoing and planning for a recycling display is ongoing.

Social Media –





MEDIA

- LG Focus - Submitted an article to the June Environmental Management focus edition re. SBLC celebrating 21 years of caring for Jacks Flat.
- The Sunday Tasmanian – Submitted an advert as part of their National Volunteers Week feature.
- www.goregional.com.au - Submitted a profile on Sorell to appear on the Go Regional website.

CORPORATE ADMINISTRATION

GRANTS

200th Anniversary of Sorell Township Funding:

- Sorell Lions Club - \$1047.00

Grants applications made by Council:

- Healthy Tasmania Fund Round 2 - Application submitted for the installation of fitness and playground equipment at Pembroke Park. Awaiting notification of outcome.
- 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. Awaiting notification of outcome.

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.

COMMUNITY SERVICES – Hours of Use

Facility	Hours for Month of February 2021	Hours for Month of March 2021	Hours for Month of April 2021	Hours for Month of May 2021
Midway Point Hall	72	78	63.5	90
Copping Community Hall	12	21	29	30
Dunalley Hall	14	39	44	24
Sorell Memorial Hall	95	106	37	163
Dodges Ferry Rec Centre	33	81	48	86.5
Pembroke Park - TOTAL	204.5	166	187.5	229.5
Junior Oval		27	45	42
Senior Oval		36	61.5	54
Netball Courts		73	53.5	82.5
Soccer Pitch		30	27.5	20
Dodges Ferry Oval	16	26	36	22
PCYC	8	8	132	9

OTHER DEPARTMENT ACTIVITY

- Various lease and licence agreements
- Cemetery bookings
- Citizenship Ceremony

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

- Heritage Consultant – Lucy Burke-Smith
- Preparations for Volunteer Recognition Week
- Tasmanian Electoral Commission – assisting with suitable venues for voting
- Sorell RSL
- Sorell Community Markets
- Dunalley Hall Committee
- Sorell Men's Shed
- SEA Art Exhibition
- Sorell Cricket Club
- Cricket Tasmania
- Nugent Cricket Club
- Dunalley Tennis Court Project
- Sorell Football Club



8.4 FINANCE – STEPH PERRY, MANAGER

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

- Work completed on the 2021/2022 fees and charges schedule.
- Work continued on the 2021/2022 operating and capital budgets.
- Work continued on the 2021/2022 long term financial plan.
- Work started on preparing the 2020/2021 local government model financial statements.
- Work continued on preparing capital jobs for capitalisation at 30 June 2021.
- South East Region Development Association (SERDA) ad-hoc and monthly financial tasks were completed. Additionally Sorell Council submitted an annual report and request for variation to the Tasmanian Development Fund on behalf of SERDA.
- A variation to extend project completion date for Sorell Skate Park and Pembroke Park Stadium entrance lighting from 30 June to 31 December 2021 was submitted. These projects fall under the Australian Government's Phase I of the 2020/2021 Local Roads and Community Infrastructure Program.
- In collaboration with payroll staff, work was completed on the payroll system review.
- The Fringe Benefit Tax (FBT) return was outsourced to WLF Accounting & Advisory (WLF) in April and will be completed and lodged by June 2021. Finance staff have provided all the requested documentation to WLF.

Rates Revenue

- At the end of May, ratepayers had paid 98.2% of total rates, at the same time last year it was 97.3%.
- Supplementary valuations received from the Officer of the Valuer General, total \$150k year to date.
- After reminder letters were sent out during April, 130 properties with a total value of \$82k were lodged with Tasmanian Collection Services (TCS).
- Work continued on the rates restructure project, including rates modelling and communication ideas.
- Work started on the 2021/2022 rates modelling, inclusive of the rates restructure. This included review and amendments to the Rates Resolution, Rates & Charges Policy, Charitable Remissions Procedure and Financial Hardship Assistance Policy.
- Electronic rates notices went live. Property owners in the Sorell Municipality can now register at Council's website to receive rates notices and reminders



electronically. Electronic delivery will include emailing annual rates notices and reminders with the added option to sign up for SMS reminders. Electronic delivery is a quicker, more convenient and environmentally friendly way to receive and access rates notices. The Finance Support Officer and Senior Revenue Officer are commended for getting this project live prior to 30 June.

Audit

- Nil.

Grants & Funding

- The Department of State Growth were invoiced \$29k in relation to completed works under the Vulnerable Road User Program 2019/2020. This invoice was also paid during the month.
- The Department of State Growth, Community Arts and Cultural Development were invoiced \$23k in relation to grant funding for works around cultural identity. This grant is to be completed by December 2021 and is a 50% contribution toward budgeted expenditure 2021/2022. This invoice is has not been paid to Council to date.
- The Council was successful in receiving grants from Department of State Growth under the Vulnerable Road User Program 2020/2021 and the Safer Rural Roads Program 2021. The total of this funding is \$1.6m and works are to be completed by December 2021. Council invoiced the Department in early June.

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

Insurance

- Insurance renewal documentation is now expected to be received in mid-June.

Fleet Management

- The following light fleet have been ordered in line with the approved budget; 1x Volkswagen Amarok; 1x Mazda CX-8; 2x Ford Rangers; 3x Mitsubishi Outlanders. All vehicles are with the Council, with the exception of the Ford Rangers. Sorell Council are expecting to receive these vehicles in June and July.

Meetings

- Monthly staff meeting with the Finance Department – 26/05/2021
- Monthly capital works meeting with Finance, Asset Management, Engineering and Depot staff – 11/05/2021



- Various budget meetings with the General Manager to discuss the 2021/2022 operating and capital budgets and long term financial plan
- Meeting with PML to discuss the Electronic Rates Project – 03/05/2021
- Meeting with Dialog to discuss the Finance System Upgrade from NAV to Business Central – 11/05/2021
- Internal meeting to finalise the payroll system review – 20/05/2021
- WLF 2021 Financial Reporting Update – 26/05/2021
- Audit Panel Meeting – 31/05/2021
- Internal meeting to finalise rates restructure communication ideas – 31/05/2021



9.0 PETITIONS

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

^

10.0 LAND USE PLANNING

The Mayor advised in accordance with the provisions of Part 2 Regulation 25 of the Local Government (Meeting Procedures) Regulations 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

^

RECOMMENDATION

“That the minutes of the Development Assessment Special Committee (DASC) Meetings of 25 May 2021 be noted.”

10.2 DEVELOPMENT APPLICATION NO. 43.2021.1

MCGINNESS ROAD, CARLTON RIVER

APPLICANT: Q C NEWITT

PROPOSAL: REZONING FROM RURAL RESOURCE TO RURAL LIVING

ADDRESS: MCGINNESS ROAD, CARLTON RIVER

RECOMMENDATION

“That S43a amendment application No. 43.2021.1 for a rezoning from Rural Resource to Rural Living at McGinness Road, Carlton River for Q C Newitt be refused pursuant to section 33 (3) of the former provisions of the *Land Use Planning and Approvals Act 1993* because:

The rezoning proposes a significant increase in Rural Living lots in the immediate locality, which is in contravention with Clause SRD 1.3(c)(ii) of the Southern Tasmanian Regional Land Use Strategy.”



INTRODUCTION

This is an application for a rezoning of two parcels of land at Josephs Road, Carlton and McGinness Road, Carlton River.

The property comprises two titles and is approximately 40.2ha in area. It is currently vacant land which could be utilised for grazing although there is currently no evidence of that occurring. There is no intensive horticulture occurring on site.

To the south the parcels are bounded by Rural Living lots at Baudin Road, Brue Court and McGinness Road, to the north, the parcels are bounded by rural land, which gain access off Josephs Road and Waterson Lane.

Other than some hobby farming activity, the site demonstrates no sign of agricultural production which is in part a reflection of a lack of access to irrigation water, but also in part a reflection of increasing residential uses in the surrounding area.

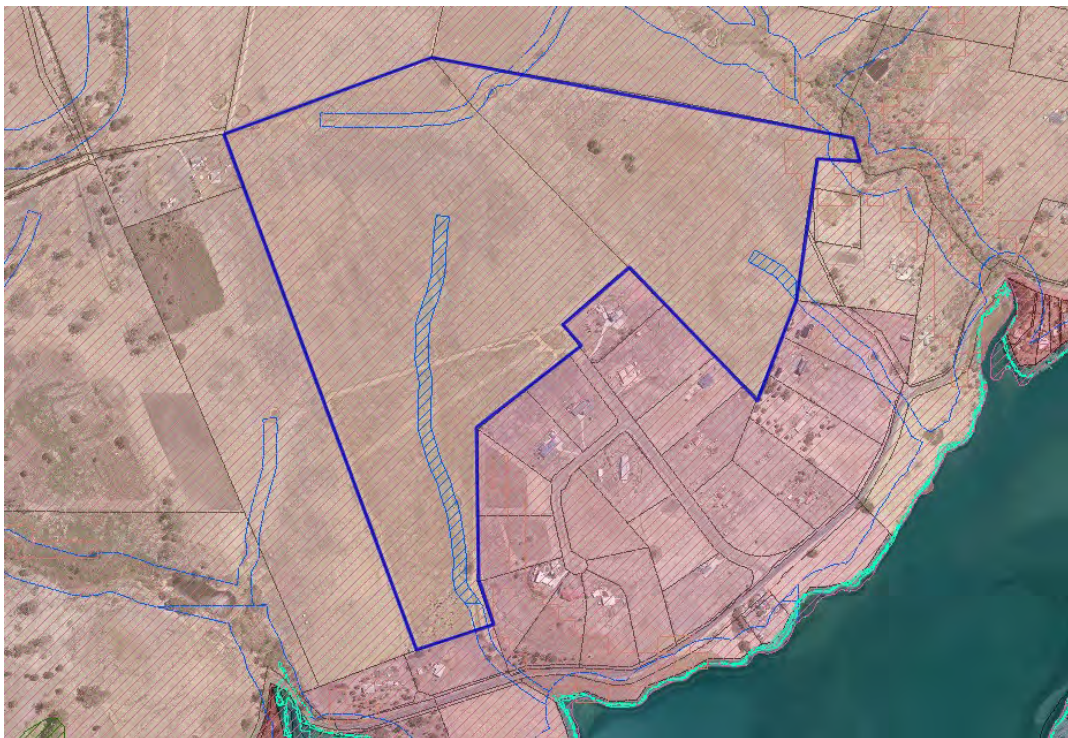


Figure 1: The subject property highlighted, showing the existing zoning being Rural Living on Baudin Road, with Rural Resource to the north. (source:www.thelist.tas.gov.au)

Legislative Requirements

Council received an application to rezone land at Josephs Road, Carlton and McGinness Road, Carlton River and following the rezoning, a subdivision from 2 lots to 12 lots. This application must be considered under S43a of the *Land Use Planning and Approvals Act 1993*.

Strategic Plan

Not applicable

Annual Plan

Not applicable

Policy

Not applicable

Environmental Implications

Not applicable

Asset Management Implications

Not applicable

Risk Management Implications

Not applicable

Community Implications

Not applicable

Statutory Implications

The savings and transitional provisions of the *Land Use Planning and Approvals Act (LUPAA)* specifies that the former Act applies to existing planning schemes in force prior to the approval of the Tasmanian Planning Scheme Local Provisions Schedule.

The proposal is submitted under Section 43a of LUPAA and is seeking a planning scheme amendment to rezone the land from Rural Resource, to Rural Living and Rural Living B, with a subdivision also proposed as part of this application.

If certified, the draft amendment will be advertised for public comment and subject to further review on the basis of any representations received by Council, prior to it being forwarded to the TPC for final consideration. In addition, should it be considered appropriate, under Section 41 Council has the power to direct that the amendment be modified.



If the application for a rezoning is certified, then the current zoning, which is Rural Resource, will change to Rural Living and Rural Living B. This would enable subdivision of lots to 1ha sizes for Rural Living and 10ha sizes for Rural Living B.

Currently in the Rural Resource zone, the land has a minimum lot size of 40ha, so no further subdivision is achievable.

Representations

As previously indicated, if the application is certified, it will then be advertised for public comment, and any representations will need to be considered by Council at a later stage.

Referrals

The application was referred to Council's Engineering, Plumbing and Environmental Health Departments.

Environmental Health had no comments or conditions.

Engineering had no comments or conditions.

Plumbing had no comments or conditions.

REPORT

The proposal

The proposal has two distinct elements. The first and necessary element is the rezoning from Rural Resource to Rural Living and Rural Living B.

The rezoning may result in a number of changes around permitted land use, and minimum lot sizes.

In responding to the changes, specifically around lot sizes, the second element of the proposal is a 12 lot subdivision. This subdivision proposes 3 lots over 10ha in the Rural Living Zone B, with a further 9 lots that are approximately 1ha each. In addition, Baudins Road is to be extended to the north and then east to provide access for each of the lots.



Figure 2: The proposed subdivision layout on the subject site. (source: Applicants supporting reports)

The application was supported by the following detailed reports:

- Agricultural assessment;
- Natural Values Assessment;
- Aboriginal Heritage Assessment Report;
- Traffic Impact Assessment;
- Subdivision Report and plans;
- Planners Report;
- Site and Soil evaluation for wastewater;
- Bushfire Hazard Management Assessment.

This report will address the rezoning first as this will inform the assessment of the subdivision.

The Site

The site is a 40ha parcel of land which is spread over two titles. It is cleared of native vegetation, and is currently in pasture. It is undulating land with the highest point at the end of the current Baudin Road, and falls away to the north, and conversely to the south west.

The site includes views to the south west over Frederick Henry Bay, with the larger northern lots, having an outlook over the surrounding rural land.

To the south of the site are typical Rural Living lots; on average 1ha in size and accommodating single dwellings with outbuildings. They are predominantly all cleared of vegetation and almost all are fenced.

To the north, the land changes to larger lots – 10-25ha in size. There is no evidence of intensive horticulture, although some of these lots accommodate small numbers of stock, particularly sheep, alpacas, ducks and horses.



Photo 1: The subject site facing west.



Photo 2: The subject site facing north.



Photo 3: The subject site facing north-west.



Photo 4: Examples of nearby Rural Living development.

Zoning

The current zoning is Rural Resource as shown in Figure 1. The zone purpose statements for this zoning are:

26.1.1.1 *To provide for the sustainable use or development of resources for agriculture, aquaculture, forestry, mining and other primary industries, including opportunities for resource processing.*

26.1.1.2 *To provide for other use or development that does not constrain or conflict with resource development uses.*

26.1.1.3 *To provide for non-agricultural use or development, such as recreation, conservation, tourism and retailing, where it supports existing agriculture, aquaculture, forestry, mining and other primary industries.*

26.1.1.4 *To allow for residential and other uses not necessary to support agriculture, aquaculture and other primary industries provided that such uses do not:*

- (a) fetter existing or potential rural resource use and development on other land;*
- (b) add to the need to provide services or infrastructure or to upgrade existing infrastructure;*

(c) *contribute to the incremental loss of productive rural resources.*

26.1.1.5 *To provide for protection of rural land so future resource development opportunities are not lost.*

The two titles currently appear to allow limited rural uses, for example grazing of stock has occurred there in the past. However on the whole, there is relatively limited rural activities occurring on this site or on those surrounding it. The two lots to be rezoned represent two of the larger lots in the area, being effectively book ended to the south by smaller 1ha lots, and to the north by 10-20ha lots. The more substantial rural holdings that have some agricultural opportunities are located to the east of Sugarloaf Road, however, these again are only viable for dry land grazing.

The site does not have access to the south east irrigation scheme, and given the distances from irrigation resources, and the limited amount of area that would benefit from it, it is considered unlikely that resource would ever be made available.

The rezoning proposes the Rural Living Zone. The objectives for this zone are:

13.1.1.1 *To provide for residential use or development on large lots in a rural setting where services are limited.*

13.1.1.2 *To provide for compatible use and development that does not adversely impact on residential amenity.*

13.1.1.3 *To provide for agricultural uses that do not adversely impact on residential amenity.*

13.1.1.4 *To facilitate passive recreational uses that enhance pedestrian, cycling and horse trail linkages.*

13.1.1.5 *To avoid land use conflict with adjacent Rural Resource or Significant Agriculture zoned land by providing for adequate buffer areas.*

13.1.1.6 *To recognise existing rural living uses in the Southern Beaches on land previously designated for reserved residential purposes, but where due to road infrastructure constraints, is not suitable for release as residential land in the future.*

If the land was to be considered for Rural Living zone, it needs to be consistent with the zone purpose statements. With the implementation of the subdivision, the lots would represent residential use on larger lots in a rural setting with limited services. The proposed smaller lots, being adjacent to 1ha sized lots existing in Baudin Road, are entirely compatible with the objectives. The graduation to larger lots sizes to



the north would provide a buffer from the small rural holdings further north. These lots would also be of adequate size to accommodate small scale hobby farms, consistent with what occurs on Josephs Road and Waterson Lane. There is potential for the proposed subdivision to facilitate passive recreational uses to enhance local infrastructure however this has not been shown on the plans to date. The land has not been previously identified as reserve residential and so this zone purpose statement does not apply.

While there are differences in standards between the Rural Resource Zone and the Rural Living zone, particularly around setbacks, there will also be significant differences in allowable uses. These include:

- Visitor accommodation being permitted in Rural Living but discretionary with additional qualifications within the Rural Resource Zone;
- Education and occasional care for home based childcare being no permit required in Rural Living but permitted in the Rural Resource Zone;
- Business and professional services for a veterinary clinic being discretionary in the Rural Living zone but prohibited in the Rural Resource Zone;
- Extractive industries, Crematoria and cemeteries, Food Services, Manufacturing and processing, Motor racing facility, Pleasure Boat Facility, Research and Development, Recycling and Waste Disposal, Service industry, Transport depot and distribution are all discretionary within the Rural Resource Zone but prohibited in the Rural Living Zone.

Fundamentally, the number of permissible uses within the Rural Living zone are fewer than in the Rural Resource Zone. Furthermore, the uses allowable in the event of the rezoning will be consistent with those on the land adjacent to the south.

Codes

Any development on this site will be subject to consideration of the following Codes:

- Bushfire Prone Areas Code;
- Waterway and Coastal Protection Code;
- Road and Railway Assets Code;
- Stormwater Management Code;

These Codes would continue to apply in the event of the rezoning being approved.

Bushfire Prone Areas Code

A bushfire hazard management plan was drafted by an accredited person. This found that each of the proposed lots could contain a building area that could meet the BAL19. Each of the lots could achieve an appropriately constructed access



point, and each lot would need to have a 10,000L water tank exclusively for fire-fighting purposes. This meets the requirements of the Code.

Natural Values Assessment

This report was provided in support of the rezoning. It found that the vegetation community was dominated by Agricultural land, with degraded pasture. There is one area of lowland grassland complex with only one threatened plant species identified – *Juncus amabilis* or Gentle Rush. This species is found along two drainage swales around the edge of some of the dams.

Seven declared weeds were found at the site including serrated tussock, Chilean needle grass, African boxthorn, Fennel, Californian thistle, Hoary cress, and blackberry. The report recommends weed management at the site as part of any construction and environment management plan with a particular focus on Chilean needle grass.

This report also addressed the Waterway and Coastal Protection overlay. The report states that future building sites can all be set outside of the overlay area with the driveway also avoiding the overlay. It is the view of the author that the performance criteria can be met.

Traffic Impact Assessment

The application was accompanied by a traffic impact assessment for the development. This found that the proposed road and lot layout provided for good sight distance for access to the proposed lots. The increase in traffic volumes on both Baudin Road and Carlton River Road were found to be within the acceptable levels during peak periods. It is not expected that there will be any delays from the development, nor will there be any safety deficiencies at the Baudin Road/Carlton River Road intersection. The summary was that the development can be supported on traffic grounds.

Aboriginal Heritage

While Aboriginal heritage values does not require assessment through the Planning Scheme, at the time of any rezoning, consideration of likely Aboriginal Heritage values on a site must be completed.

A supporting report was provided which went into considerable detail about the history of the broader area, the other assessments that have occurred in the surrounding area,

A desktop study was completed followed by a field survey. This found that there were no registered Aboriginal sites within or in the immediate vicinity of the study area. There were also no stone resources within the study area that would be suitable for stone artefact manufacturing. Many of the recorded sites of significance were shell middens along the Carlton River foreshore.



The assessment confirmed that if the subdivision were to go ahead within the study area, that it will have no impacts on any known Aboriginal heritage sites. It was considered that there was generally a low to very low potential for undetected Aboriginal heritage sites to occur within the study area footprint. Notwithstanding this, processes outlined in the unanticipated discovery plan should be followed, with a copy of the plan kept on site during construction work.

State Policies and Act Objectives

In recommending approval for initiation of a rezoning, various State Policies, and objectives under the Resource Management and Planning System must be considered. These are detailed below.

Schedule 1 – Part 1 - Objectives of Resource Management and Planning System of Tasmania

The objectives of the RMPS are:

- to promote the sustainable development of natural and physical resources and the maintenance of ecological processes and genetic diversity;
- to provide for the fair, orderly and sustainable use and development of air, land and water;
- to encourage public involvement in resource management and planning;
- to facilitate economic development in accordance with the objectives set out in the above paragraphs;
- to promote the sharing of responsibility for resource management and planning between the different spheres of government, the community and industry in the State.

The application for rezoning does not contravene these objectives. In the event of the rezoning being initiated, it would be advertised for public comment, as would the subdivision application. In the event of initiation the application would be referred to the Tasmanian Planning Commission for decision. The application is considered to meet the objectives of the Act.

State Coastal Policy

The site is within 1km of the coastline therefore is classified as the coastal zone under the policy. To that end, the State Coastal Policy is applicable for consideration as part of this application.

The policy has three main principles, these are:

Natural and Cultural Values of the coast shall be protected:



The site is setback over 500m from the coast, and is separated from the coastline by a road, a number of existing subdivided rural living lots and topographic change with much of the site is over the crest of a hill.

Given the separation from the coastline; the established development between the subject site and the coastline; the ability to implement soil and water management techniques on site; and the fact that any subdivision in a Rural Living zoning would provide for larger lots; with less impervious area than higher density housing; it is considered that the natural and coastal values of the coastline would be protected.

The coast shall be used and developed in a sustainable manner.

The development does not propose the use of the coastline in any manner and so this policy requirement is not applicable.

Integrated management and protection of the coastal zone is a shared responsibility.

Applicable Codes related to water quality and the coastal zone will continue to apply to this site following the rezoning. These include specific standards related to those environmental values and risks. This is the appropriate mechanism for addressing the protection of the coastal zone.

State Policy on the Protection of Agricultural Land 2009

The site is currently in pasture and has been utilised for grazing over the last several years. It does not have access to the south east irrigation scheme.

As part of the submission documentation, an agricultural assessment was provided by Pinion Advisory, an agricultural consulting firm. This found:

- That upon inspection of the property, the land was classified as Class 4, Class 4+5, Class 5 and Class 6.
- The Class 4 land is closest to Baudin Road, and is considered to be suitable for grazing and occasional cropping, however conservation treatments or careful management is required to minimise degradation; meaning cropping is limited to 1-2 years out of 10 in a rotation with pasture to avoid damage to the soil resource. The versatility of the land is limited.
- The Class 5 and 6 land is unsuitable for cropping although some areas may be suitable for pasture. It could be more useful with appropriate soil conservation measures and land management practices.
- Specific risks to this site include:
 - Erosion associated with wind erosion on bare or exposed soils, or sheet erosion on bare or exposed soils during heavy rainfall events.
 - Rockiness with the frequent presence of surface stone;

- Soils associated with the presence of stone and gravels present on the surfaces and throughout the soil profile, shallow topsoil depth and imperfect soil drainage.
- The pastures on site are particularly degraded and there is very low rainfall (average annual rainfall of 484mm).
- There is no access to reliable stock water and so all water requirements were trucked in during the previous pastoral use on site.
- No access to irrigation water.
- The economics of stocking this land with livestock (sheep was the example given) results in an inability to break even financially, and if further investment was made regarding soil fertility, pasture improvement and adoption of appropriate grazing practices (an investment of \$80,000) it would take 9-10 years to break even from that.

Fundamentally, the Protection of Agricultural Land Policy focusses on Prime Agricultural land which is classified as class 1-3; land which has access to irrigation; and specific standards in relation to plantation forestry.

There are a smaller number of policies that reference the protection of non-prime agricultural land from conversion to non-agricultural use and residential development.

The land in question is not locally nor regionally significant. It has low levels of grazing but has not been heavily invested in to improve agricultural outputs. It represents 0.032% of the total non-prime agricultural land in the Nugent district. In considering the report as written, even substantial investment is unlikely to make the site highly profitable and a significant contributor to the local agricultural economy. Edge effects from established Rural Living areas adjacent, including stock losses, issues with irrigation spray and so forth also impact upon viability, as does the fact that this site is not adjacent or near to sites with prime agricultural land, with the majority of sites being used for low intensity small scale pastoral use.

In summary, it is considered that the proposal is consistent with the PAL policy principles.

State Policy on Water Quality Management 1997

The objectives of this policy is to achieve the sustainable management of Tasmania's surface water and groundwater resources by protecting or enhancing their qualities while allowing for sustainable development in accordance with the objectives of Tasmania's RMPS.

Critically the main requirements are:

- Focus on water quality management;



- Ensure that diffuse source and point source pollution does not impact upon water quality objectives and the pollutants are discharged as far as is reasonable;
- Ensure the efficient and effective water quality monitoring is implemented;
- Facilitate and promote integrated catchment management;
- Apply the precautionary principle.

In this instance, the site does have ephemeral water courses that flow in times of high rain fall. They have the ability to end up in receiving coastal waters, although there is some separation distance and a number of properties between the site and the coastline. It is considered that in the event of the rezoning being approved, and subdivision occurring, that through careful soil and water management, and appropriate management of stormwater on site; it is unlikely that there would be any impact upon coastal waters and the policy requirements would be met.

National Environment Protection Measures

National Environment Protection Measures (NEPMs) are a special set of national objectives designed to assist in protecting or managing particular aspects of the environment. In general terms NEPMs are made on:

- Ambient air quality;
- Ambient marine, estuarine and fresh water quality;
- Protection of amenity in relation to noise;
- General guidelines for the assessment of site contamination;
- Environmental impacts associated with hazardous wastes;
- The re-use and recycling of used materials.

The rezoning as proposed is not likely to necessitate consideration against any NEPMs as identified in the *National Environment Protection Council Act 1994*.

Southern Tasmanian Regional Land Use Strategy

The Southern Tasmanian Regional Land Use Strategy provides the strategic guidance for use and development in the broader southern region for the time period of 2010-2035. The Implementation Statement highlights how amendments made to planning schemes must take the strategy into account.

Specifically to this rezoning application, the strategy requires consideration of section 19 – Settlement and Residential Development, and the associated Strategic Directions.

The Carlton River area is not specifically identified within the Growth Management Strategies for settlements, although Carlton Beach and Primrose Sands area (Carlton River being located roughly between the two). The Growth strategies for these areas are Very Low and Consolidation. The localities of Carlton Beach and



Primrose are identified as Dormitory Suburbs of Greater Hobart; reliant upon services and facilities within the metropolitan area of Greater Hobart, with a population of less than 2000.

Very Low Growth is defined as

“no new potential dwellings except single dwellings on existing lots or where there is existing low density subdivision potential subject to demonstrating that: there will be no off-site impacts from on-site waste water disposal; there is adequate provision of potable water either through reticulation or tank water; and hazard and natural values constraints are adequately addressed”.

Consolidation as a growth scenario requires

“that the growth should be predominantly from infill development which can involve development of existing subdivided lots, subdivision of existing zoned but vacant or developed residential, construction of additional dwellings on existing developed lots, redeveloping existing developed lots”.

In 2016¹, Carlton (including Carlton River and Carlton Beach) had a population of 1,384 people with Primrose at 1050. In the years since 2016, 222 building approvals were issued for the Southern Beaches area which also included Dodges Ferry, and Lewisham. For the Carlton area, the population in that location is approximately 25% of the overall Southern Beaches population. It is plausible that 55 dwellings (being 25% of 222) have been constructed in the Carlton area since 2016. At an average of 2.4 people per dwelling, this could result in a population increase in that area of approximately 131 persons. This could take the total population in the Carlton area alone to approximately 1,515 persons which remains under the 2000 population identified as part of a dormitory suburb.

As the proposal is for the rezoning of land to Rural Living specifically, Clause SRD 1.3 must be considered and is relied upon. It states:

c. Rezoning areas that provide for the infill or consolidation of existing rural living communities, in accordance with the following:

(i) the land must predominantly share common boundaries with:

- existing Rural Living zoned land; or*
- rural living communities which comply with SRD 1.3(a);*

(ii) the amount of land rezoned to rural living must not constitute a significant increase in the immediate locality;

(iii) development and use of the land for rural living purposes will not increase the potential for land use conflict with other uses;

¹ Based on Census data, www.quickstats.censusdata.abs.gov.au



- (iv) such areas are able to be integrated with the adjacent existing rural living area by connections for pedestrian and vehicular movement. If any new roads are possible, a structure plan will be required to show how the new area will integrate with the established Rural Living zoned area;*
- (v) the land rezoned to rural living use is not designated as Significant Agricultural Land;*
- (vi) the land rezoned to rural living use is not adjacent to the Urban Growth Boundary for Greater Hobart or identified for future urban growth; and*
- (vii) the management of risks and values on the land rezoned to rural living use is consistent with the policies in this Strategy.*

The rezoning must meet all the requirements identified in SRD 1.3(c). These requirements are met as follows:

- (i) The land shares a common boundary with Rural Living zoned land to the south in Baudin Road. This meets the requirement.
- (ii) The amount of Rural Living land represents an increase in overall lots by 10 lots. This is the critical issue in relation to how it meets the strategy or otherwise and is considered in greater detail below.
- (iii) The development and use of the land for residential purposes is unlikely to increase the potential for land use conflict as the lots adjacent to the Rural land are much larger, achieving greater separation distances between housing and rural activities. In addition, the rural land further to the north are not substantial land holdings, and are not in high value agricultural productivity, being primarily used for hobby farming activities, and in recognition of the lack of irrigation water, and limited land capability.
- (iv) The proposed subdivision layout that was submitted with the rezoning application shows a road connection from the end of Baudin Road. This demonstrates adequate connectivity for vehicular and pedestrian movement and ensures it will integrate with the established Rural Living zoned area.
- (v) The land to be zoned Rural Living is not designated as Significant Agriculture, nor is it considered prime agricultural land.
- (vi) The land to be zoned Rural Living is not adjacent to the Urban Growth Boundary nor is it identified for future urban growth.
- (vii) The lot layout has taken into account constraints on site including waterways and landslide areas.

The strategy does not define what is a “significant increase” nor does it define the “immediate locality”, and to that end determining compliance with this provision is not straight forward. The applicant determines that the increase in Rural Living land is 30%, based on the fact that there will be nine 1ha lots as part of the development, which is approximately 30% of the overall land area. The applicant does not comment upon the fact that the remaining 31ha will also be subdivided into a further three lots.



It is considered that the strategy requires analysis of the amount of land area to be rezoned to Rural Living in relation to the immediate locality, not as an analysis of the number of lots created from what is existing on the subject site. The 2011 strategy was based on Census data from 2006, and associated locality definitions. Again, Carlton River was not defined at that time. Carlton as a locality was defined at that time but fell short of where the subject property is located.



Figure 1 Carlton as a locality defined in the 2006 Census.



Figure 2 Carlton River locality as defined by the 2016 Census.

Carlton River as a locality predominantly covers the agricultural land to the east of the river catchment itself. The dominant characteristics of this area from a land use planning perspective, are large land holdings used for hobby farms or dry land grazing. The site and its relationship to the surrounding area, however is more

nuanced than this, with the development pattern reflecting an extension of the Carlton area to the east.

This particular issue has been considered by the Commission before, in relation to a scheme amendment 43/2016.2 under the *Sorell Interim Planning Scheme 2015*. This amendment proposed the rezoning of 195ha of Rural Living land off Old Forcett Road. The critical issue in that case was around clause (ii) and how one considers 'significant', 'immediate' and 'locality'. In that case, the Commission relied upon the Macquarie Dictionary definition which stated:

- Significant as being 'important; of consequence'
- Immediate as 'having no object or space intervening; nearest or next: in the immediate vicinity' and
- Locality as '1. A place, spot, or district, with or without reference to things or persons in it. The place in which a thing is or occurs'.

That decision determined that Dodges Ferry was considered to be the immediate locality. While not explicitly stated, Dodges Ferry as an area is identified as the locality on the LIST data. While the amount of Rural Living land in Dodges Ferry is considerable as compared to what exists at Carlton River, it was considered that rezoning 195ha was not insignificant, therefore it did not meet Clause SRD1.3(c)(ii).

A separate decision made by the Commission in relation to this issue of significant increase in the immediate locality was RZ 2016-07, under the *Brighton Interim Planning Scheme 2015*. In this case, again locality was defined as that found in the locality layer on the LIST map. Similarly to the Dodges Ferry decision, while the surrounding area has considerable Rural Living land, the increase brought about by some 90 odd lots was considered to be too significant to meet Clause SRD1.3(c)(ii).

Conversely, a recent decision by Sorell Council to approve a rezoning at 223 Old Forcett Road, saw an application for rezoning that could have resulted in 6 lots. This lot was adjacent to expansive areas of Rural Living zoned land, however in that instance the Commission, on consideration of what was significant in relation to the immediate locality, determined that only 4 lots were allowable on the parent title to ensure compliance with SRD 1.3(c)(ii).

It is of note that the LIST map localities identified have been drawn based on the most recent Australian Bureau of Statistics collector districts and do not for any intents and purposes, reflect any planning context or background. Furthermore, in the instance of this site, the census district has changed between the years that the Strategy was declared, and the most recent census collection period in 2016. There is no way of telling what the census collection district will be this year in 2021 and how that will influence locality if that is relied upon by the Commission.



In relation to the Locality as defined by the 2016 census district and reflected on the LIST map, the amount of land area zoned Rural Living (minimum lot size of 1ha) is just over 35ha. This however doesn't take account of the land zoned Low Density Residential within the immediate locality, nor does it consider the land which may be zoned Rural Resource, which has lot sizes more akin to Rural Living B zoned land.

More critically, the locality as defined doesn't reflect the settlement pattern which more accurately reflects Carlton as opposed to Carlton River. There is some merit in the argument that Carlton River is the eastern book end of this main section of Low Density and Rural Living land in the Southern Beaches. However, none of this is a matter for consideration in relation to the strategy.

The site is located in Carlton River as defined by the Census district and accordingly identified in the LIST map. Carlton River has 35ha that are zoned Rural Living with a minimum lot size of 1ha. The application proposes 9 lots – approximately 9ha – to be zoned Rural Living. This represents approximately 26% increase.

Given previous decisions of the Commission in relation to what is considered significant, a 26% increase in Rural Living lots in the immediate locality is significant and to that end, does not meet clause (c)(ii).

Sorell Strategic Plan

The Sorell Strategic Plan identifies the following objectives:

- Objective 1 – To Facilitate Regional Growth;
- Objective 2 – Responsible Stewardship and a Sustainable Organisation;
- Objective 3 – To Ensure a Liveable and Inclusive Community; and
- Objective 4 – Increased Community Confidence in Council.

The proposal as submitted does not contradict the Strategic Plan.

Sorell Land Supply Strategy.

The Sorell Land Supply Strategy was undertaken in 2018 and updated in 2019. It was drafted to provide some direction for development and rezoning within the municipality, as the municipal area grapples with high levels of development. A number of sites within the Southern Beaches area were identified for Rural Living development. This included sites that were identified for Rural Living B zoning (being 10ha minimum lot size).

The subject site was not identified within this Land Supply Strategy as being a location for further Rural Living development.



Conclusion

The application as submitted to Council is comprehensive and provides detailed responses to a range of issues associated with the rezoning of the land from Rural Resource to Rural Living. It is agreed that the rezoning represents an orderly transition from Rural Living to Rural Resource land, particularly with the utilisation of Rural Living B lots at a 10ha minimum lot size.

The rezoning of the site can be supported on Traffic management grounds, in relation to natural values, in relation to Aboriginal cultural values, and viable agricultural land. However the Southern Tasmanian Regional Land Use Strategy is highly restrictive in relation to rezoning land to Rural Living. Specifically, the strategy does not provide a rezoning pathway where it is considered that there will be a significant increase in Rural Living lots in the immediate locality. Given the limited number of rural living lots in the immediate locality of Carlton River, the proposal for nine 1ha lots and a further three 10ha lots is considered significant. To that end, despite the proposals merits, it is recommended to Council that the rezoning not be initiated.

LAND USE PLANNING

DEVELOPMENT APPLICATION NO. SA 2021/3

MCGINNESS ROAD, CARLTON RIVER

APPLICANT: Q C NEWITT

PROPOSAL: SUBDIVISION OF 12 LOTS

ADDRESS: MCGINNESS ROAD, CARLTON RIVER

RECOMMENDATION

That Development Application No. SA-2021/3 for a subdivision of 12 lots at McGinness Road, Carlton River for Q C Newitt be refused for the following reason:

1. The proposal does not comply with Clause 26.5.1 P1, Development Standards for Subdivision of the Sorell Interim Planning Scheme 2015, as the proposed subdivision has lot sizes smaller than 40ha.

This is an application for the subdivision of two lots at McGinness Road, Carlton River. The subdivision would result in nine 1ha lots, and a further three 10ha lots with a new road constructed from the end of Baudin Road.



The property has two titles and combined is approximately 40ha in area. The site is zoned Rural Resource which has a minimum lot size of 40ha.

The application was made to Council as part of a combined rezoning and subdivision application, whereby the subdivision was reliant upon the rezoning of the land to Rural Living to be recommended for initiation.

The rezoning has not been recommended for initiation, and to that end, the application does not comply with Clause 26.5.1 P1 which states:

P1

A lot must satisfy all of the following:

(a) be no less than 40ha; except for

*(i) 2582 Tasman Highway (CT 142417/1)
where the minimum lot size is determined as the entire portion of the
land in this zone*

(b) have a frontage of no less than 6m;

*(c) not be an internal lot unless the site contains existing internal lots or
creation of an internal lot is necessary to facilitate rural resource use;*

(d) be provided with safe vehicular access from a road;

(e) provide for the sustainable commercial operation of the land by either:

*(i) encompassing sufficient agricultural land and key agricultural
infrastructure, as demonstrated by a whole farm management plan;
(ii) encompassing an existing or proposed non-agricultural rural
resource use;*

(f) if containing a dwelling, setbacks to new boundaries satisfy clause 26.4.2;

*(g) if containing a dwelling, other than the primary dwelling, the dwelling is
surplus to rural resource requirements of the lot containing the primary
dwelling;*

(h) if vacant, must:

*(i) contain a building area capable of accommodating residential
development satisfying clauses 26.4.2 and 26.4.3;
(ii) not result in a significant increase in demand for public
infrastructure or services;*

(i) be consistent with any Local Area Objectives or Desired Future Character Statements provided for the area.

While some of the above sub clauses can be complied with, all of the proposed 12 lots will be smaller than 40ha and therefore will not comply with Clause (a). To that end the application is recommended for refusal.

Caroline Lindus
Consultant Senior Planner

Attachments: Councillor F:) Drive.
06 May 2021



11.0 GOVERNANCE

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11.1 COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY

RECOMMENDATION

“That the attached Copping Refuse Disposal Site Joint Authority (CRDSJA) Report be received and noted.”

ROBERT HIGGINS
GENERAL MANAGER

8 June 2021

Attachments (3)





Copping Refuse Disposal Site Joint Authority

18 May 2021

Mr Ian Nelson
General Manager
Clarence City Council
PO Box 96
ROSNY PARK 7018

Mr Robert Higgins
General Manager
Sorell Council
P O Box 126
SORELL 7072

Mr Gary Arnold
General Manager
Kingborough Council
Locked Bag 1
KINGSTON 7050

Ms Kim Hossack
General Manager
Tasman Council
1713 Main Road
NUBEENA 7184

Dear General Manager

COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY REPORTS

Participating Councils and the Director, Local Government agreed to establish consistent reporting arrangements for the Authority. The following advice regarding matters discussed at recent Authority and Board meetings is now provided for inclusion in your routine report to your Council.

Authority meeting held on 13 May 2021

Material matters addressed in the open meeting:

- Received the March 2021 Quarterly Report
- Approved repayment of Clarence City Council's overpaid Gate Fee for \$151, 531.78 for the period from January - March 2021
- Adopted the Strategic Plan 2021/2 – 2025/26
- Adopted the Business Plan 2021/22 – 2023/24 including the Annual Budget 2021/22
- Agreed SWS CEO and the four Participating Councils' finance managers develop a model for moving to commercial gate fees, taking into account the new dividend policy
- Agreed to proceed with the Early Contractor Involvement (ECI) contract with COVA+ at a cost of \$1.233M with the Board to pursue Liberal Party's election commitment funding for a feasibility study on organics collection and reprocessing in the southern Tasmania
- Endorsed the Board's report on compliance with the Authority's legal and contractual obligations in 2019/20 for distribution to Participating Councils
- An update on activities of the Boards of Southern Waste Solutions and C Cell Pty Ltd provided by newly-appointed Board Chair, Dr Christine Mucha.

The March 2021 Quarterly Report is attached, along with the Board's report to the Authority on compliance with legal and contractual obligations 2019/20 as required under the Rules.

There were no items considered in closed meeting of the Authority.

Copping Refuse Disposal Site Joint Authority trading as **SOUTHERN WASTE SOLUTIONS**
PO Box 216, New Town, Tasmania 7008
Mobile: +61 0408 253 770 Email: swstas@me.com
ABN: 87 928 486 460



AGENDA
SORELL COUNCIL MEETING
15 JUNE 2021

SWS Board Meeting held on 16 December 2020

Material matters addressed:

- Continued efforts to secure the lease and purchase of the Lutana site
- Approved capital expenditure to purchase GPS hardware and software for an excavator
- Finalised the CEO's Performance Review 2020
- Noted SWS's Monthly Operational Overview and Financial Report for the month of November 2020
- Endorsed the C Cell management report for the month of November 2020

A meeting of the Board's Audit & Risk Committee was also held in December.

SWS Board Meeting held electronically in January 2021

Material matters addressed:

- Endorsed the C Cell Management Report for the month of December 2020
- Endorsed the Quarterly Report to the Authority for December 2020
- Reviewed the Balanced Scorecard Report for six months to 31 December 2020
- Noted SWS's Monthly Operational Overview and Financial Report for the month of December 2020

Strategic Planning Workshop 16 February 2021

The Board undertook a review of its current strategic plan with an external facilitator. Outgoing, continuing and incoming directors of SWS attended, along with the Deputy Authority Chair, CEO and Authority Secretary.

SWS Board Meeting held on 24 February 2021

Material matters addressed:

- Reviewed the progress on the outcomes and agreed actions from the business opportunity workshops facilitated by Mike Ritchie and Associates
- Received the results of the annual customer survey for 2020
- Endorsed the C Cell Management Report for the month of January 2021
- Noted SWS's Monthly Operational Overview and Financial Report for the month of January 2021

SWS Board Meeting held on 18 March 2021 (unscheduled)

Material matters addressed:

- Approved a cost sharing agreement with Dulverton Waste Management to enable access its due diligence, probity and tender process documentation in relation to its organics processing facility.

Copping Refuse Disposal Site Joint Authority trading as **SOUTHERN WASTE SOLUTIONS**
 PO Box 216, New Town, Tasmania 7008
 Mobile: +61 0408 253 770 Email: swstas@me.com
 ABN: 87 928 486 460



Given the imminent transition of Board members, the meeting was attended outgoing, continuing and incoming directors of Southern Waste Solutions.

SWS Board Meeting held on 31 March 2021

Material matters addressed:

- Considered the preliminary business case, prepared by MRA, for the composting business opportunity
- Received an update on the progress of the Relationship Management and Communications Plan
- Noted the indicative budget 2021/22 provided to Participating Councils for feedback
- Endorsed the C Cell Management Report for the month of February 2021
- Noted SWS's Monthly Operational Overview and Financial Report for the month of February 2021
- Noted the responses to the Waste and Resource Recovery Bill submitted by the Authority and the Waste Management and Resource Recovery Association (WMRR)

A meeting of the Board's Audit & Risk Committee was also held in March.

SWS Board Meeting held on 12 April 2021 (unscheduled)

Material matters addressed:

- Approved the financial model and pricing options for SWS's Clinical Waste Tender submission
- Approved the draft Strategic Plan 2021/22 – 2025/26

Material matters considered by the Board at its meeting on 28 April 2021 will be included in the next Report to Authority members.

Note: As minutes of meetings of the Southern Waste Solutions Board and C Cell Pty Ltd Board are commercial in confidence, it is requested that these be held on file for perusal by Aldermen / Councillors but not tabled at Council meetings.

Yours sincerely



Carolyn Pillans
Secretary

Attachment 1: Quarterly Report to the Authority March 2021

Attachment 2: Compliance with Legal and Contractual Obligations 2019/20

Copping Refuse Disposal Site Joint Authority trading as **SOUTHERN WASTE SOLUTIONS**
PO Box 216, New Town, Tasmania 7008
Mobile: +61 0408 253 770 Email: swstas@me.com
ABN: 87 928 486 460



11.2 ADOPTION OF ANNUAL PLAN 2021 – 2022

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RECOMMENDATION

“That in accordance with Section 71 of the Local Government Act 1993, Council resolves to adopt the Annual Plan for the 2021-2022 financial year.”

ROBERT HIGGINS
GENERAL MANAGER
Attachments: (8)



SORELL COUNCIL

ANNUAL PLAN 2021/2022

Sorell Council's Annual Plan for the 2021/2022 financial year has been prepared and adopted by Council in accordance with Section 71 of the *Local Government Act 1993* in that it:

- is consistent with Council's Strategic Plan 2019 – 2029;
- includes a statement of the manner in which Council is to meet the goals and objectives of the Strategic Plan;
- includes a summary of the budget estimates adopted by Council; and
- includes a summary of the major strategies to be used in relation to the Council's public health goals and objectives.

In 2021/2022 Council will engage with our communities and stakeholders to meet the goals and objectives of the Strategic Plan in an inclusive manner.

COUNCILLORS AT 30 JUNE 2021

Mayor Kerry Vincent

Deputy Mayor Natham Reynolds

Councillor Kerry Degrassi

Councillor Deborah De Williams

Councillor Vlad Gala

Councillor Geoffrey Jackson

Councillor Beth Nichols

Councillor Melinda Reed

Councillor Carmel Torenus

SUMMARY OF THE ESTIMATES FOR THE 2021/2022 FINANCIAL YEAR

Estimated Revenue for Council	\$18,829,913
Estimated Expenditure of the Council	\$19,397,936
Estimated Borrowing by the Council	\$2,695,773
Estimated Capital Works of the Council	\$7,987,345 (\$16,883,465 inc. carry fwds)



OUR PURPOSE, VISION AND VALUES

OUR PURPOSE

To facilitate a vibrant, sustainable and liveable South East Region.

OUR VISION

A proud, thriving and inclusive South East Community.

OUR VALUES

INTEGRITY

We work in good faith, are honest and forthcoming and take accountability for our decisions.

UNITY

We work cohesively as one Council, supporting our community and each other to achieve better outcomes.

RESPECT

We listen to and consider the opinions and input of each person and acknowledge each other's contribution.

INNOVATION

We are committed to finding new solutions, adapting to change and continuously improving in order to deliver the best outcomes for the community.



KEY OBJECTIVES AND SUMMARY OF STRATEGIES AND INITIATIVES FOR THE 2021/2022 FINANCIAL YEAR

1.0 Facilitate Regional Growth		Strategic Plan Reference
1.1	Support the timely delivery of the South East Transport Plan through an ongoing commitment to engage and critically review the remaining proposed projects (Causeway duplications and Sorell township entrance) with the Department of State Growth.	1.1
1.2	Continue engagement with Tasmanian Irrigation 'South-East Integration Project' to secure funding from both State and Federal Governments to enable increased supply and reliability to the region that will activate further agriculture investment.	1.2
1.3	Proactively participate in the Statewide Planning Scheme and Local Provisions Schedule statutory exhibition, submission and hearing process to facilitate the timely completion and its subsequent operation for the Sorell municipality.	1.2
1.4	Pursue TasWater to confirm a commitment to deliver growth and capacity plans for development forecasts (sewerage 2032 completion), to address the Environment Protection Authority direction to cease discharge into Pittwater by 2022/2023 (2025 completion) and to accept the Dodges Ferry sewage lagoons.	1.3
1.5	Continue to monitor COVID-19 business investment through engagement with Tasmanian Chamber of Commerce and Industry, Regional Development Australia & SERDA Workforce Engagement and Development Officer and Business Advisor.	1.4
1.6	Advocate with SERDA partner Councils the key regional requirements of the revised 2020 South East Economic Infrastructure Strategy.	1.4, 1.5
1.7	Support and promote SERDA programs and strategies: <ul style="list-style-type: none"> • Identify and align with State and Federal Government programs and election commitments including new Workforce Growth and Jobs Tasmania initiatives and PESRAC Southern Region Recovery Committee recommendations. • Secure long-term structure and funding for Workforce Engagement and Development roles – delivered through the Regional Workforce Hub. • Focus on key post COVID-19 recovery industries including the provision of business advice and mentoring as informed by benchmarking (1.5 above). 	1.5, 1.8

1.8	Collaborate with the Sorell School as required on their redevelopment project including the expansion of the Trade Training Centre to cater for forecast growth and demand.	1.6
1.9	Facilitate the delivery of additional education capacity and contemporary Kindergarten – Year 12 facilities for the south-east region.	1.6
1.10	Advocate to the State Government the commencement of the Southern Tasmania Regional Land Use Strategy review in 2021/2022 and a commitment to its timely completion.	1.7
1.11	Establish State Government position on formalising partnership agreements with Council. Identify industry sectors where formalised engagement will benefit both parties and pursue the establishment of targeted and productive agreements.	1.8
1.12	Engage with Destination Southern Tasmania to finalise the revised Destination Management Plan and establish Council's advocacy role for delivery of associated Destination Action Plan.	1.9
1.13	Engage with State Government for the timely delivery of lease arrangements for the Dunalley marina with the preferred development proponent.	1.9
1.14	Collaborate with Glamorgan Spring Bay Council to establish Mountain Bike development standards and management guidelines for SERDA's South East Tasmanian Mountain Bike Proposal. Advocate as a SERDA priority, the provision of capital funding to construct the project.	1.10

2.0 Responsible Stewardship and a Sustainable Organisation		Strategic Plan Reference
2.1	Elected members to review key assumptions and forecasts and adopt updated 20 Year Long Term Financial Plan and Financial Management Strategy with delivery of a sustainable net operating surplus over the forecast period. Consider revenue generation options required for new / upgrade capital projects including the strategic sale of land assets as an alternative to rate increases.	2.1, 2.6

2.2	Guide employment generating commercial and industrial land zoning and private sector investment to strategically identified locations consistent with the Sorell Land Supply Strategy.	2.2
2.3	<p>Commit to asset revaluation cycles, provision of sustainable new/upgrade capital allocations and managing operational and financial risk profiles, including:</p> <ul style="list-style-type: none"> - Adopt in Q2 of 2021/22 a revised Risk Policy, Strategy and Organisation Risk Register. - Continue to keep WHS risk exposure to a minimum by helping reduce injuries and potential loss. Management practices will involve identifying risks, analysing and treating by taking appropriate action. - Continue to identify areas at risk from weather and emergency events and be proactive in building resilience in the Community through education and works programs. - Continue to be proactive in inspections and reviews of roads, footpaths, written agreements with clubs / user groups, building and financial services, town planning and recreation functions. - Educate community groups on importance and activities involved with risk management through facilitated information sessions. - Manage COVID-19 operational risks through the implementation of safe plans for Council facilities. <p>The building asset management plan, following the revaluation in 2020/21, to be revised and adopted by Council in 2021/22.</p>	2.3
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.	2.3
2.5	Recognise and manage both the positive and negative impacts of growth and development including movement of people, provision of quality open space/links, employment opportunities and regional wealth distribution.	2.4
2.6	Measure the operational and financial impacts of new / upgrade capital projects against stated/assumed savings (where applicable).	2.5
2.7	Proactively seek funding opportunities and landowner support for NRM activities.	2.6
2.8	Continue elected members awareness of contemporary governance roles and responsibilities.	2.7

2.9	Facilitate workshops with elected members and staff to establish commitments, resourcing and continuity related to: - <ul style="list-style-type: none"> Strategies to improve stormwater capacity management and quality discharge to receiving waters through a critical review of the Stormwater System Management Plan, development of a headworks charging methodology and associated policies. Developing resilience strategies for infrastructure vulnerable to climate change. Identifying opportunities to reduce emissions from Council activities that contribute to climate change. 	2.8, 4.1
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.	2.10
2.11	Develop an ICT Strategy and establish a program of staged actions.	2.11

3.0	To Ensure a Liveable and Inclusive Community	Strategic Plan Reference
3.1	Support and deliver the 2021 Sorell Township 200 year celebrations.	3.1, 3.7
3.2	Facilitate the relocation and development of the Sorell Men's Shed as a shared community facility at Miena Park including the identification of necessary capital grant funding.	3.2
3.3	Advocate for and support the delivery of:- <ul style="list-style-type: none"> the South East Emergency Services Hub; Sorell and Dodges Ferry School upgrades; child care and social services; and professional and allied health services <p>that assist in meeting the 2019 to 2042 population projections for the Sorell Municipal Area of 1.15% per annum, reduce demand on transport infrastructure and strengthen the south east region.</p>	3.3
3.4	Deliver staged implementation of the Open Space Strategy commencing with a review of the Southern Beaches Foreshore Access Management Strategy and Reserve Management Plans – Blue Lagoon, Samuel Thorne Reserve, Dodges Ferry Recreation Reserve.	3.4, 3.9
3.5	Complete review of the Sorell Streetscape Plan and establish staged upgrades of streetscape elements that respond to the evolving role of the township and opportunities from the Sorell bypass (scheduled for completion Q2 2022/23).	3.4

3.4	Lobby for a Southern Beaches park and ride facility following the 2021 State election commitments.	3.5
3.5	Advocate for further capital funding that will facilitate ongoing staged re-development and upgrading of Pembroke Park as the regional recreational facility to accommodate forecast growth in the south-east.	3.6
3.6	Seek grant funding for the extension of the Sorell Memorial Hall to accommodate a secure location for Sorell Historical Society documentation and valuables, multi-use storage space and change rooms.	3.7, 3.8
3.7	Progress the plans and broaden stakeholder engagement for achieving a Community Cultural Precinct for Sorell.	3.8

4.0 Increased Community Confidence in Council		Strategic Plan Reference
4.1	Continue the Community Conversation program for elected members to engage with different communities.	4.1
4.2	Ensure elected members and staff appropriately consider Council's Policies, Strategies, Plans and Procedures when making decisions.	4.2
4.3	Negotiate a new Enterprise Agreement 2022 – 2025.	4.3
4.4	Implement Year 2 actions identified in the Customer Service Strategy with a whole of organisation Customer Service focus.	4.5
4.5	Deliver Year 3 actions identified in the Communication and Engagement Strategy.	4.6
4.6	Continue engagement with the Sorell Business Council and other stakeholders to consider the potential impacts and opportunities of the Eastern Bypass on the Township.	4.6
4.7	Work with community groups and committees to support effective management of community facilities.	4.7
4.8	Review facility utilisation and capacity to determine opportunities for community groups to establish activities and avoid construction and duplication of assets.	4.7

PUBLIC HEALTH

Council will:

- Conduct a school immunisation program aligned with State and Federal Department of Health immunisation goals and targets and continued promotion of immunisation within our community.
- Ensure proper provision of sustainable on-site wastewater management in accordance with the current regulatory framework, codes, standards and best environmental practice.
- Undertake routine inspections of food premises, public events, public health risk activities, unhealthy housing, private water suppliers and water carriers to ensure compliance with relevant legislation.
- Promote safe food handling in our community through the use of media and social media platforms to provide current food safety advice and information to our community.
- Apply the Tasmanian food business risk classification system.
- Provide effective and efficient collection, recycling and disposal of solid waste to the community.
- Promptly investigate public and environmental health complaints.
- Maintain an effective monitoring and analysis program for food, recreational waters and general complaints.
- Continue to actively participate and contribute to policy and legislative development at a regional and State level to further the public and environmental health of our community.

12.0 ENGINEERING & REGULATORY SERVICES

12.1 [^] PROPOSED SPEED REDUCTION

RECOMMENDATION

“That Council resolve to expand the extent of the existing 60 km/h speed limit on Quarry Road, to include the existing 80 km/h zone on Quarry Road, and Edith Close.”

INTRODUCTION

Quarry Road, Forcett, currently has two speed limit zones, an 80 km/h zone and a “60 km/h area” zone. The 80 km/h zone covers approximately 450 metres, between the S-bend and Old Forcett Road. The “60 km/h area” zone covers approximately 570 metres, between the S-bend and Lewisham Road, as well as Wards Avenue and Blackwood Drive. Edith Close intersects with the 80 km/h zone. As Edith Close is an unsigned, sealed road, outside a built up area, according to the Tasmanian Road Rules the speed limit is 100 km/h.

Strategic Plan

To create a safe environment for all road users.

Annual Plan

Not applicable

Policy

Not applicable

Asset Management Implications

Not applicable

Risk Management Implications

Reduce risk of accidents by providing a uniform (lower) speed limit on a rural residential road.

Community Implications

The lower speed limit will improve pedestrian safety. Quarry Road is constructed to a sealed rural standard with limited footpaths. A gravel pathway runs the length of Edith Close, and along the southern side of Quarry Road, between Edith Close and Old Forcett Road, which residents use to access a bus stop on Old Forcett Road.



Pedestrians are required to share other parts of Quarry Road with motor vehicles. These pedestrians include parents with children who walk to the bus stops located in Quarry Road.

Providing a uniform (lower) speed limit for the entirety of Quarry Road, Blackwood Drive, Wards Avenue and Edith Close, will increase continuity, reduce driver confusion, and therefore facilitate compliance with the speed limit.

REPORT

The two different speed zones on Quarry Road arose due to the 80 km/h zone on Old Forcett Road historically extending half way along the eastern half of Quarry Road, which included larger properties and lower density residential development.

The “60 km/h area” zone was created due to the increasing density of properties toward the western half of Quarry Road, which incorporates Wards Avenue, on the southern side, and Blackwood Drive, on the northern side. The recent addition of the Edith Close subdivision, at the eastern end of Quarry Road, now warrants amendment of the existing speed zones, to reflect the increased residential density in that area.

The short length of the 80 km/h speed zone (450 metres) is less than the minimum recommended 2 km length for this zone, and corresponds more closely to the minimum recommended 0.5 km length of a 60 km/h zone.

While no additional subdivisions are currently proposed for Quarry Road, creating a uniform speed zone for the entire length of Quarry Road, as well as the adjoining roads mentioned, will provide a number of benefits for both pedestrians and motorists.

Council staff have also received requests from local residents to create a uniform 60 km/h speed limit in the area.

CONCLUSION

By Council approving this recommendation, Council staff can write to the Transport Commissioner to formally request the speed limit change for Quarry Road and Edith Close.

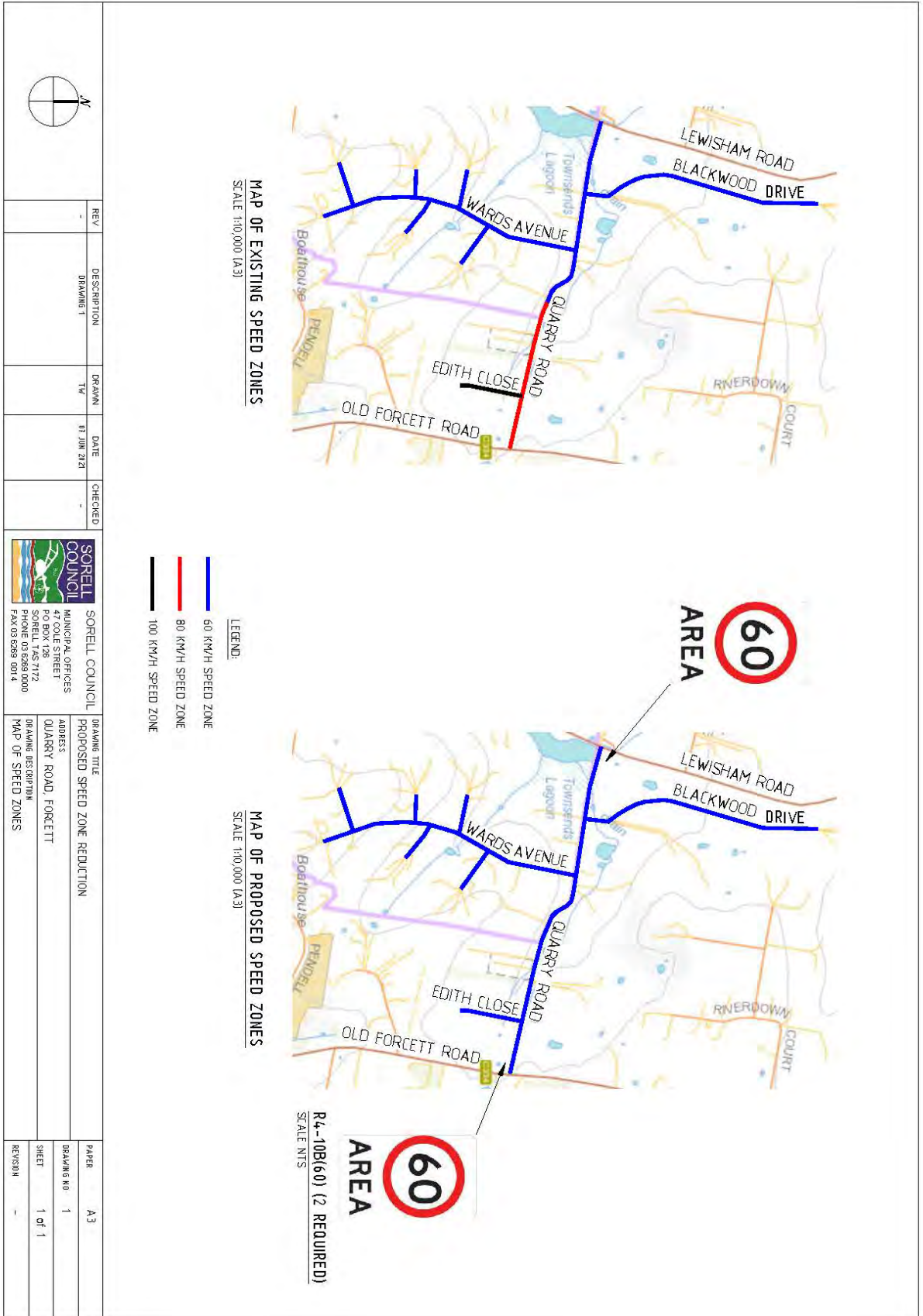
RUSSELL FOX

MANAGER ENGINEERING & REGULATORY SERVICES

7th June 2021

Attachments: Plan of existing and proposed speed zones for Quarry Road, and Edith Close.





REV	DESCRIPTION	DRAWN	DATE	CHECKED
-	DRAWING 1	TH	31 JUN 2021	-

<p>SORELL COUNCIL MUNICIPAL OFFICES 47 COLE STREET PO BOX 128 SORELL TAS 7172 PHONE 03 6289 0000 FAX 03 6289 0014</p>	<p>PROPOSED SPEED ZONE REDUCTION</p>
	<p>ADDRESS QUARRY ROAD, FORCETT</p>

PAPER	A3
DRAWING NO.	1
SHEET	1 of 1
REVISION	-



13.0 FINANCE & INFORMATION

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13.1 2021-2022 RATES AND CHARGES POLICY

RECOMMENDATION

“That Council resolve in accordance with Section 86B of the Local Government Act 1993 to adopt the amended Rates and Charges Policy inclusive of the Charitable Remissions Procedure.”

STEPHANIE PERRY
MANAGER FINANCE

Date: 10 June 2021

Attachment (8)





RATES AND CHARGES POLICY

TITLE:	Rates and Charges Policy
RESPONSIBLE OFFICER:	Manager Finance
APPROVED BY COUNCIL:	10 July 2012
RESOLUTION NO	67/2012
AMENDED ON	June 2021
RESOLUTION NUMBER:	XX/2021
REVIEW DATE	June 2022

1. INTRODUCTION

- 1.1 Rates are a major source of revenue for local government. Part 9 of the *Local Government Act 1993* (Tas) ("the Act"), provides numerous tools for Sorell Council ("Council") to use when deciding its rating methodology. Each year Council makes a Rates Resolution which includes policy decisions on how it will distribute the property tax contribution across the community.
- 1.2 This policy is made in conjunction with Council's long term financial plan, long term asset management plan and strategic plan. This is to ensure there is sufficient revenue from rates and charges to meet the current cost of service provision to the community and in future planning.

2. POLICY STATEMENT

- 2.1 This policy is designed to explain to ratepayers within the Sorell municipality how Council underpins its annual rates and charges.
- 2.2 This policy is to communicate to ratepayers that rates are a method of taxation and as such the total amount of rates paid may not directly relate to the services used by each ratepayer.
- 2.3 Property values (set by the Office of the Valuer-General) are critical in determining how much each individual ratepayer contributes to the cost of delivering Council services and activities.



- 2.4 All land within the Council area, except for land designated under the Act as exempt, is rateable. Council also raises revenue through fees and charges, which are established based on the cost of the service provided.

3. OBJECTIVE

- 3.1 The purpose of this policy is to communicate to all ratepayers and other stakeholders Council's long term strategic focus in determining rates to ensure ongoing sustainability and efficiency in the provision of services to the Sorell municipality.

4. LEGISLATION AND REFERENCES

- 4.1 This policy is intended to complement and be implemented in conjunction with:

- Part 9 of the *Local Government Act 1993* (Tas);
- *Valuation of Land Act 2001* (Tas);
- *Fire Service Act 1979* (Tas);
- Sorell Council Strategic Plan 2019-2029;
- Sorell Council Long Term Financial Plan 2016-2036;
- Sorell Council Asset Management Plans 2014-2033;
- Sorell Council Rates Resolution 2021-2022;
- Sorell Council Charitable Remissions and Rebates Procedure; and
- Sorell Council Financial Hardship Assistance Policy.

5. DEFINITIONS

- 5.1 Part 9, Section 86 of the Act comprises the definitions of key terms applicable to the rating processes of local government. The key terms of the Act, which are applicable to this policy are summarised below:

- **Assessed annual value (AAV)** means the assessed annual value as determined by the Valuer-General under the *Valuation of Land Act 2001*.
- **Capital value** means the capital value as determined by the Valuer-General under the *Valuation of Land Act 2001*.
- **General rate** means a rate made under section 90 of the Act.
- **Land** means a parcel of land which is shown as being separately valued in the valuation list prepared under the *Valuation of Land Act 2001*.
- **Land value** means the land value as determined by the Valuer General under

the *Valuation of Land Act 2001*.

- **Notice of variation** means a notice referred to in section 108 of the Act.
- **Occupier** means a person who has possession of land.
- **Owner of land** means a person whose name appears as the owner on a valuation roll prepared under the *Valuation of Land Act 2001*.
- **Rate** means a general rate, separate rate, construction rate and service rate.
- **Ratepayer** means the person liable to pay rates in respect of land in accordance with this Part of the Act.
- **Rates notice** means –
 - (a) a supplementary notice under section 92 of the Act; and
 - (b) a notice under section 122 of the Act.
- **Separate rate** means a rate made under section 100 of the Act.
- **Service charge** means a charge made under section 94 of the Act.
- **Service rate** means a rate made under section 93 of the Act.
- **Supplementary valuation** means a supplementary valuation made under the *Valuation of Land Act 2001*.

6. COUNCIL SERVICES

- 6.1 Council delivers a wide range of services to the community inclusive of some Commonwealth and Tasmanian Government service gaps (where sustainable).
- 6.2 The following is an outline of Council services, to improve ratepayers and other stakeholders understanding of the services provided by Council:
- Infrastructure services, including asset management of street lighting, roads, footpaths, bridges, stormwater, waste infrastructure, buildings and land improvement assets.
 - Animal management, including dog registration and dog control.
 - Environmental management, including fire hazard management, environmental protection and aerated waste water treatment system servicing and monitoring.
 - Health services, including food business control and other regulatory health controls.
 - Development services, including engineering inspections, traffic control, town planning and



- development control, and building and plumbing applications and inspections.
- Community facilities, including provision of sports fields, sporting clubrooms, community halls, parks & reserves, playgrounds and support / advocacy for community events and youth services.

Council has a number of internal functions, which support the provision of these services, including customer service and administration, finance, information technology, human resources, communications, risk management and governance.

6.3 To fund these services, Council can raise its revenue from the following sources:

- General rates – a system of taxation based on the value of a property.
- Service rates/charges – a rate or charge associated with the provision of a specific service, such as septic systems and waste collection.
- Statutory and user charges – charges raised from the provision of goods and services, such as; animal management; environmental and health control; engineering development; building and plumbing applications and inspections; town planning and development fees; and the usage of parks and reserves, sporting facilities and community halls.
- Grants and subsidies – funds provided by other levels of government (from their taxation revenues), that are either general purpose grants or grants provided specifically for the provision of upgraded and new assets.
- Investment income – the investment of temporarily surplus funds generates revenue.
- Other Income – primarily made up of reimbursements and donations.

Council and local government in general, face the dual challenge of raising sufficient revenue to provide appropriate and sustainable levels of goods and services to the community whilst equitably distributing the rate distribution across the community taking into account the principles of taxation.

7. RATES IN SORELL

7.1 Council has chosen to raise part of its general rate as a fixed rate applicable to all ratepayers. As per Section 91 of the Act, Councils has set a fixed general rate representing around 37% of the total 2021-2022 general rate revenue.

7.2 The remaining 63% of Council's general rate revenue is derived from having a variable rate, calculated on a rate in the dollar applied to the Assessed Annual Value (AAV) of the rateable property.

7.3 AAV is the estimated gross annual rental value of the property. The AAV takes into account the economic circumstances of each property, including the location of the property and the predominant use of the property. On this basis Council has approved AAV as the valuation approach to calculate its variable rate.

7.4 Council has chosen to vary its variable rate in accordance with Section 107 of the Act, according to the subcategory of use or predominant use of the land, set out as uses of land in the most recent

Land Use Codes provided by the Valuer-General.

7.5 Commencing 2021-2022, in addition to using AAV as the valuation basis, Council is reducing the number of rate categories from 20 to 4.

- 7.6 Annual service charges apply for the collection and disposal of garbage and recycling on a per waste bin basis.
- 7.6 The minimum waste management rates apply to all properties with a residential dwelling, business or industry regardless of whether the building is occupied or not. The rate may be remitted for businesses or industries that already have their own commercial waste and recycling service.
- 7.7 The minimum waste management service provided is an 80L garbage (weekly) and 140L recycling (fortnightly) kerbside collection service, with access to a pre-booked green waste (monthly) and hard waste (quarterly). Other waste management services also include recycling centres and collection of waste from public bins situated in streets, parks and reserves. The waste management service rate is not charged to vacant land or land only containing farm buildings, unless the property owner requests these services.
- 7.8 A property owner may make an application for a larger size garbage or recycling bin and the rates will be adjusted accordingly, as per the rates charge specified in Council's Rates Resolution. If an application is received from a tenant the application must be signed by the property owner, unless the tenant is the ratepayer.
- 7.9 A property owner may make an application for a garbage or recycling bin stabiliser. The annual charge for the stabiliser will be in accordance with the charge specified in Council's Rates Resolution. If an application is received from a tenant the application must be signed by the property owner, unless the tenant is the ratepayer.
- 7.10 Annual service charges also apply for wastewater treatment systems if an individual contract has not been signed with an authorised maintenance contractor.
- 7.11 Council collects fire rate levies on behalf of the State Fire Commission, based on a cents in the dollar applied to the AAV of the rateable property, with a minimum fire levy charge. The fire levies will be in accordance with the charge specified in Council's Rates Resolution.
- 7.12 There are properties owned and occupied exclusively for charitable purposes which are in part or in full exempt of the general and other rates. The exemption will be applied in accordance with Council's Charitable Remissions and Rebates Procedure.
- 7.13 Council has no role in the assessment of objections to valuations. The lodgement of an objection does not alter the due date for the payment of rates. Rates must be paid in accordance with the rates notice until otherwise notified by Council.



8. REBATES AND REMISSIONS

- 8.1 The State Government, in providing equity across Tasmania, funds a range of concessions in relation to Council rates. The concessions are administered by various State Government agencies that determine eligibility and pay the concession directly to Council on behalf of the ratepayer. Concessions are available only on a ratepayer's principal place of residence.
- 8.2 Ratepayers seeking a rate concession are not to withhold payment of rates pending assessment of an application by the State Government. Rates must be paid in accordance with the rates notice.
- 8.3 A refund will be paid to an eligible person if Council is advised a concession applies and rates instalments have already been paid in full.

9. PAYMENT OF RATES

9.1 There are three methods for paying Council rates:

- Council rates are paid in full on or before the 60th day following the date of issue of the relevant rates notice.
- Council rates are paid by four (4) approximately equal instalments. The first rates instalment is to be made on or before the 30th day following the date of issue of the relevant rates notice. The balance is to be paid respectively in three instalments, by 13 October 2021, 12 January 2022 and 9 March 2022.
- Council rates are paid by approximately equal regular instalments through a direct debit facility with an approved financial institution. This direct debit payment method is only available if Council and a ratepayer enter into a suitable agreement.

9.2 Any ratepayer who may, or is likely to, experience difficulty with meeting the standard quarterly payment should contact the Rates Division of Council's Finance Department to discuss alternative payment arrangements. Enquiries are treated confidentially by Council. If an alternative payment arrangement is agreed with Council, section 10 of this Policy (Late Payment of Rates) will apply to payments under that payment arrangement.

9.3 Any ratepayer who is experiencing genuine and serious financial hardship can apply for an appropriate level of rates relief in accordance with the Council's Financial Hardship Assistance Policy.

10. LATE PAYMENT OF RATES

10.1 Council has determined that interest and penalties for late payments will be imposed in accordance with the provisions of the Act and relevant Council procedures.

10.2 In the event that any rates or charges payable to Council are not paid by the due date, a penalty

of 8.50% of the unpaid rate or instalment will be charged.

10.3 In the event that any rates or charges payable to Council are not paid by the due date, interest of 3.00% per annum calculated on a daily basis, will be charged on the unpaid rate or instalment for the period during which it is unpaid.

10.4 If a ratepayer incurs penalty and /or interest for the late payment of a rates instalment, they may apply in writing to the General Manager for remission of the penalty and interest. A remission will only be approved if the ratepayer has not been late in paying an instalment in the previous 4 years or the ratepayer qualifies for a remission under Council's Finance Hardship Assistance Policy.

11. RECOVERY OF RATES

11.1 The Rates Division of Council's Finance Department will apply prudent debt management practices to rate debtors. This includes an ongoing review of rates in arrears and following a systematic debt recovery approach.

11.2 Rates, which remain in arrears past the paid in full due date or the instalment due date, will be subject to recovery action.

11.3 Council can seek to recover a rate debt through the courts in accordance with section 133(3) of the Act.

11.5 Prior to taking legal action, Council will take all reasonable steps to establish a payment arrangement or negotiate settlement of the outstanding debt.

11.6 If Council take legal action against a ratepayer, the ratepayer may be liable for the legal costs associated with the action.

12. OBJECTIONS TO RATES NOTICE

12.1 Council will consider any objections to a rates notice in accordance with Section 123 of the Act.

13. SALE OF LAND FOR NON-PAYMENT OF RATES

13.1 Division 11 of Part 9 of the Act provides that a Council may sell any property where the rates have been in arrears for a period of three years or more. Council is required to;

- (a) Notify the owner of the land of its intention to sell the land;
- (b) Provide the owner with details of the outstanding amounts; and
- (c) Advise the owner of its intention to sell the land if payment of the outstanding amount is not received within 90 days. Except in extraordinary circumstances, Council will enforce the sale of land for arrears of rates.

14. EDUCATING FOR AWARENESS

14.1 Council recognises that the success and credibility of this policy will largely depend upon how effectively it is communicated throughout the organisation and the community.

14.2 Council will increase community awareness by;

- promoting Council's initiatives and policies regarding rating methodology on Council's website and at Council's offices; and
- endorsement of this policy.

Robert Higgins
GENERAL MANAGER



13.2 2021-2022 RATES AND CHARGES RESOLUTION

RECOMMENDATION

“That in accordance with the provisions of the Local Government Act 1993 and the Fire Services Act 1979, Council adopt the following 2021-2022 Rates and Charges Resolution for rateable land within the Council’s municipal area for the period 1st July 2021 to 30th June 2022.”

STEPHANIE PERRY
MANAGER FINANCE

Date: 10 June 2021

Attachments (5)



SORELL COUNCIL

RESOLUTION

2021-2022 RATES AND CHARGES

Local Government Act 1993 (Tas) – Part 9

In accordance with the provisions of the *Local Government Act 1993 (Tas)*, the Sorell Council (the 'Council') hereby makes the following rates and charges for the period commencing 1 July 2021 and ending 30 June 2022:

1. DEFINITIONS AND INTERPRETATION

- (1) 'the Act' means the *Local Government Act 1993 (Tas)*;
- (2) 'land' means land as defined in Section 86 of the Act; and
- (3) 'rateable land' is the land referred to in Section 87(1) of the Act.

2. GENERAL RATE & VARIATIONS

- 2.1 Pursuant to Sections 90 and 91 of the Act, Council hereby makes the following two-part general rate for all rateable land within the municipal area for the financial year commencing on 1 July 2021 and ending on 30 June 2022:
 - (a) a rate of 4.7016795 cents in the dollar of Assessed Annual Value (AAV); and
 - (b) a fixed charge in the amount of \$485.82.

(here referred to as the 'General Rate')

- 2.2 Pursuant to Section 107(1)(a) of the Act and Regulation 33(c) of the *Local Government (General) Regulations 2015 (Tas)*, Council hereby varies the General Rate (as previously made) according to the subcategories of use or predominant use of the land set out as uses of land in the most recent Land Use Codes provided by the Valuer-General in accordance with the following table:

Land Use Code Use Subcategories	General Rate Variation
<ul style="list-style-type: none"> • C14 (Shopping Centre) 	the rate of 4.7016795 is increased to 14.2291293 cents in the dollar of AAV

<ul style="list-style-type: none"> • C34 (Car Park) • C8 (Marine Services) • C40 (Hotel/Motel) • C41 (Tavern) • P822 (Medical Centre - Authority) • C51 (Private Hotel/Boarding House) • C52 (Holiday Apart / Resident. Club) • C54 (Tourist Complex) • C (Commercial) • C0 (Business and Residence) • C180 (Service Station –self serve) • C181 (Service Station – not self-serve) • C21 (Bank) • C22 (Professional Room) • C3 (Commercial Services) • C33 (Restaurant) • P11 (Telecom. Services Incls Post) • C1 (Retail/Business) • C9 (Service Industry) • C10 (Shop) • C11 (Department Store) • C12 (Mixed Shops/Offices) • C13 (Showroom/Store) • C15 (Supermarket) • C16 (Nursery/Roadside outlet – Retail) • C17 (Yard- Motor) • C2 (Office Space) • C20 (Office) • C31 (Studio/Atelier) • S21 (Indoor Sport – Private) • I0 (Warehouse) 	<p>the rate of 4.7016795 is increased to 10.6717698 cents in the dollar of AAV</p>
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Land Use Code Use Subcategories	General Rate Variation
<ul style="list-style-type: none"> • I10 (Manufacturing Workshop) • I11 (Manufacturing Factory) • I111 (Manuf. Factory – Not Food Processing) • I1 (Manufacturing) • I112 (Manufacturing others) • I13 (Sawmill) • I17 (Storage Compounds (Ltd Bldgs) • Q1 (Mine) • Q11 (Mine-Private) • Q2 (Quarry – Sand, Gravel etc. 	
<ul style="list-style-type: none"> • C6 (Day Care Centres/Child Minding) • P20 (School – Primary, Secondary) • P201 (School – Primary, Secondary - Private) • P202 (School – Primary, Secondary - Public) • P21 (Colleges – Tertiary) 	<p style="background-color: #90EE90;">the rate of 4.7016795 is increased to 12.9768233 cents in the dollar of AAV</p>

3. SEPARATE SERVICE CHARGES - WASTE MANAGEMENT SERVICES

Pursuant to Section 94 of the Act, the Council hereby makes the following separate service charges for waste management services supplied by Council for the period commencing on 1 July 2021 and ending on 30 June 2022:

Description of Service Charge	Charge (\$)
General Waste Collection 80L	143.01
General Waste Collection 120L	189.96
General Waste Collection 140L	189.96
General Waste Collection 240L	275.51
Recycling Service 140L	143.01
Recycling Service 240L	207.38
Bin Stabiliser (all size bins)	31.52

4. FIRE SERVICE CONTRIBUTION

Pursuant to Section 93A of the Act and Section 81 of the *Fire Service Act 1979* (Tas) for the period commencing on 1 July 2021 and ending on 30 June 2022 the Council hereby makes the following rates for the purpose of collecting the fire service contribution from all rateable land in the municipality:

- (a) for all lands within the **volunteer brigade rating district**, a rate of **0.371328** cents in the dollar of AAV with a minimum amount payable of **\$42.00**; and
- (b) for all **general land**, a rate of **0.362880** cents in the dollar of AAV with a minimum amount payable of **\$42.00**.

5. PAYMENT OF RATES AND CHARGES

- 5.1. Pursuant to Section 120(5)(a) of the Act, the rates and charges set out in parts 2,3 and 4 of this resolution can be paid in full on or before the 60th day following the date of issue of the relevant rates notice made in accordance with Section 122 of the Act.
- 5.2. Subject to clause 5.3, pursuant to Section 120(5)(b) and Section 124 of the Act, the rates and charges set out in parts 2, 3 and 4 of this resolution will be payable by four (4) instalments in accordance with the following payment schedule:
- (a) the first instalment must be made on or before the 30th day following the date of issue of the relevant rates notice made in accordance with Section 122 of the Act;
 - (b) the second instalment must be made on or before the 13th of October 2021;
 - (c) the third instalment must be made on or before the 12th of January 2022; and
 - (d) the fourth and final instalment must be made on or before the 9th of March 2022.
- 5.3. Pursuant to Section 124 of the Act, upon request being made by a ratepayer the Council may enter into an agreement with that ratepayer whereby the Council may permit that ratepayer to pay the rates and charges set out in parts 2, 3 and 4 of this resolution by regular instalments at intervals other than those set out in the payment schedule in clause 5.2 through a direct debit facility with the ratepayer's financial institution.
- 5.4. Pursuant to Section 128(1)(c) of the Act, in the event that any rates or charges payable to Council are not paid by the due date, a penalty of 8.50% of the unpaid rate or instalment will be charged.
- 5.5. Pursuant to Section 128(1)(c) of the Act, in the event that any rates or charges payable to Council are not paid by the due date, interest of 3.00% per annum calculated on a daily basis, will be charged on the unpaid rate or instalment for the period during which is it unpaid.

13.3 2021-2022 OPERATING AND CAPITAL BUDGETS

RECOMMENDATION

“That Council resolve pursuant to Section 82 of the Local Government Act 1993 to accept and adopt the 2021-2022 Operating and Capital budget estimates.”

STEPHANIE PERRY
MANAGER FINANCE

Date: 10 June 2021

Attachments (16)



10/06/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022							
Number	Location	Asset ID	Segment No.	Detailed Description	Renewal/ Replacement 2021/2022	Upgrade/New 2021/2022	Total Budget 2021/2022
ROADS							
1	Bream Creek, Bream Creek Road	RD103357, RD103358	20,22	Line stabilise and 2 coat seal			
2	Copping, Bryans Road	RD103385	1	Line stabilise and 2 coat seal			
3	Kellevie, Kellevie Road & Bream Creek Road	RD103911, RD103913 RD103793	15, 16 & 1 segment @ 5.2m	FCR & seal to Kellevie / Bream Creek Road Intersection @ 1 segment @ 5.2m			
4	Nugent Road	RD103977, RD103978, RD103979, RD103980, RD103982, RD103983	27,28,29,30,3 2,33	Line stabilise and seal from segment before Nelsons Tier Road to segment after NW corner @ 5.2m			
5	Lewisham, Lewisham Road	RD103511		North of Stage 2 - 500m reconstruction + bridge replacement			
6	Orielton, Orielton Road	RD103615	1	Reconstruct and 2 coat seal 14/7			
7	Pawleena, Pawleena Road	RD103630, RD103631, RD103633, RD103626	9,10,11,12	Reconstruct and 2 coat seal 14/7			
8	Penna, Shark Point Road	RD103680, RD103684, RD103685, RD103686	8,9,10,11	Line stabilise and 2 coat seal			
9	Forcett, Delmore Road			W Beam replacement, road widening & widen box culvert.			
10	Boomer Bay, Bay Road			W Beam replacement			
11	Forcett, White Hill Road			W Beam replacement			
12	Pawleena, Pawleena Road			W Beam replacement			
13	Primrose Sands Road	RD103651	1	Reconstruction with chip seal surface			
					\$ 3,935,182	\$ 1,292,558	\$ 5,227,740



10/06/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022							
Number	Location	Asset ID	Segment No.	Detailed Description	Renewal/ Replacement 2021/2022	Upgrade/New 2021/2022	Total Budget 2021/2022
	RESHEETING						
14	Bezzants Road	RD103775, RD103776, RD103777, RD103779, RD103780, RD103781	3,4,5,6,7,8	100mm new gravel - after #63 to FT Junction			
15	Bream Creek Road	RD103797, RD103798	9,10	100mm new gravel - 2nd RHC after #499 to LHC after #641			
16	Craig's Hill Road	RD103827, RD103828	1,2	100mm new gravel - Junction to Daly's			
17	Hillcrest Road	RD103891	1	100mm new gravel - Junction to after first LHC			
18	Masons Road	RD103948, RD103949, RD103950, RD103951, RD103952, RD103954, RD103955, RD103956	1,2,3,4,5,6,7,8	100mm new gravel - entire road			
19	Nonestuch Road	RD103956	1	100mm new gravel - Junction to after first LHC			
20	Pawleena Road	RD104020, RD104024, RD104025, RD104033	23,24,25,26	100mm new gravel - Webbs Road to end			
21	Reardons Road	RD104029, RD104030, RD104031, RD104034	1,2,3,4	100mm new gravel - Junction to after first LHC			
22	Shark Point Road	RD104038, RD104041	18,19	100mm new gravel - end segments			
23	White Hill Road	RD104076, RD104077, RD104078, RD104079, RD104080, RD104081, RD104082, RD104083	12,14,15,16,18,19,20,21,22,23	100mm new gravel - starts after #319 seal to end - last 2 segments OK - consider at MYBR \$8288 x 2			
24	Woodside Road	RD104101	1	100mm new gravel			
					\$ 498,269	\$ -	\$ 498,269



10/06/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022									
Number	Location	Asset ID	Segment No.	Detailed Description	Renewal/ Replacement 2021/2022	Upgrade/New 2021/2022	Total Budget 2021/2022		
RESEALS									
25	Midway Point, Bryan Street	RD104228	1	Asphalt resal & prep work	\$ 79,886	\$ -	\$ 79,886		
STORMWATER									
26	250 Lewisham Scenic Drive			Pit & Pipe 34 metres to existing pit					
27	Southern Beaches			Gate replacements - various roads					
28	Sorell, 81 - 83 Main Road	SD108936		Replace & upgrade 300dia to 1050dia with bypass works					
29	Municipality			Reactive minor jobs that can be capitalised					
30	Shark Point Road			Stormwater outfall - #585 - install pipe from road culvert and extend to foreshore					
31	Primrose Sands, Kestrel Street			K&C, SEP's x 4 & connection to table drain					
32	Sorell, Main Road & Stores Lane			Council's contribution to DSG bypass stormwater works under Main Road					
33	Carlton, 31 Lloyd Street			K&C and connection to SD106763					
34	Carlton, Rivers/Hamock			Connection from SC111895 to SC112203 then drain & outfall from end of cul-de-sac into SC POS					
35	Dodges Ferry, Lateena Street			Outfall upgrade on PWS foreshore at SE115409	\$ 10,000	\$ 410,000	\$ 420,000		
FOOTPATHS & KERB									
36	Sorell, Atunga Drive	PW102330		Footpath between Atunga Drive and Pembroke Park					
37	Lewisham, Lewisham Scenic Drive	PW102700, PW102704		Asphalt footpath renewal between Gregory and Hurst Street					
38	Carlton, Moonee Street	PW102756, PW102757		Asphalt footpath renewal, Moonee to Carlton River					
39	Dodges Ferry, Park Beach Road	PW102803		Footpath and kerb to beach car park					
40	Dodges Ferry, Carlton River Road	PW102460, PW102461		Asphalt footpath renewal - junction to Charfey's Drive					
41	Sorell, Pennington Drive			VRU - Pennington Drive / Weston Hill Road					
42	Sorell, Main Road			VRU - Main Road					
43	Dodges Ferry, First Avenue			VRU - First Avenue					
44	Sorell, The Circle & Taylor Drive			VRU - Circle to Taylor Drive					
45	Dodges Ferry, Carlton River Road	PW102462, PW102457		Continuing east from Charfey's Drive	\$ 569,900	\$ 416,460	\$ 986,360		



10/06/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022							
Number	Location	Asset ID	Segment No.	Detailed Description	Renewal/ Replacement 2021/2022	Upgrade/New 2021/2022	Total Budget 2021/2022
BRIDGE REPLACEMENTS							
46	Nugent Road - Badger Box Gully Creek	BC100044		Bridge approach renewal			
47	Nugent Road - Wails Creek	BC100055		Bridge approach renewal			
48	Duralley/ Fulham Road	BC100023		Bridge approach renewal			
49	Carlton, Fulham Road	BC100073		Bridge approach renewal			
50	Marion Bay Road	BC100048		Install guard rail and widen approach			
51	Carlton River Road	BC114703		Bridge approach renewal			
BUILDINGS							
52	Lewisham - boat ramp carpark	PP101819		Single berth toilet & AWTS (or equivalent)	\$ 99,090	\$ 32,000	\$ 131,090
PLANT AND EQUIPMENT							
53	CAC & Depot			Light fleet replacement - 7 MWs - 5x Ford Rangers & 2x Mitsubishi Outlanders (+ provision for required accessories)		\$ 80,000	\$ 80,000
54	Depot			JCB Backhoe Replacement of backhoe HF-XX-031 due to age (Q3)			
55	Depot			Med Tipper (Reserves). Replacement of Mitsubishi Fuso Canter HF-XX-005 - B10RC (Q3)	\$ 530,000	\$ -	\$ 530,000
IT							
56	CAC			Mobile DGPS unit - equipment for Engineering Department	\$ -	\$ 11,500	\$ 11,500
LAND IMPROVEMENT (PARKS & RESERVES)							
57	Pembroke Park	PA101633, FN114163, FN114166		Extend height of rear cricket net FN114166 and length of roofs FN114163		\$ 22,500	\$ 22,500



Number	Location	Asset ID	Segment No.	Detailed Description	Renewal/ Replacement 2021/2022	Upgrade/New 2021/2022	Total Budget 2021/2022
10/06/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022							
CARRY OVERS FROM 2020/2021							
CARRY OVERS FROM 2020/2021 are 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 may change.							
CARRY OVERS - STORMWATER							
58	Dodges Ferry/ Blue Lagoon			Stormwater upgrade projects - improved infrastructure and reduce the risk of flooding			
59	Lewis Court & #22B Lewisham Scenic Drive			Drill stormwater connection and reshape drain from #224			
CARRY OVERS - FOOTPATHS & KERB							
60	Dodges Ferry/ Tiger Head Road			VRU project			
61	Dodges Ferry/ to Carlton Beach			Dodges Ferry to Carlton Beach loop shared pathway			
62	Sorell Birktop Road			SRRP project			
CARRY OVERS - BRIDGES & OTHER STRUCTURES							
63	Municipality			Solar lighting at jetties			
CARRY OVERS - PLANT & EQUIPMENT							
64	Depot			10 yard truck and tray - Replacement for Kenworth (Rego BR2Q1) HF- XX-006 - 10 years old (FA 13009)			
65	Depot			Slide on Water tank for truck. Replacement due to age 12+ years plastic (Q3)			
66	Depot			Hercules 8m Tipper trailer. Rebuild (Rego UT0917) HF- XX- 023 (FA 13043)			
67	Depot			Light fleet replacement - 2x Ford Rangers (to be received in July 2021)			
CARRY OVERS - IT							

10/06/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022							
Number	Location	Asset ID	Segment No.	Detailed Description	Renewal/ Replacement 2021/2022	Upgrade/New 2021/2022	Total Budget 2021/2022
68				Website renewal			
	CAC						
69				Navision Finance System Upgrade to Business Central Cloud			
	CAC						
70				CCTV camera replacement & network infrastructure			
	Municipality						
	CARRY OVERS - PARKS & RESERVES						
71				Cemetery/ columbarium wall			
	Copping Cemetery						
72				Stage 2 - expansion of play areas, including installation of play equipment, such as swing sets and nature based exercise facilities.			
	Carlton, Snake Hollow Park						
73				Stage 1			
	Carlton, Snake Hollow Park						
74				Upgrade of the Sorrell Skate Park			
	Sorell, Sorrell Skate Park						

10/06/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2021/2022							
Number	Location	Asset ID	Segment No.	Detailed Description	Renewal/ Replacement 2021/2022	Upgrade/New 2021/2022	Total Budget 2021/2022
75	CARRY OVERS - BUILDINGS			Railway/ Carriage shed restoration/renewal works			
	CAC						
	CARRY OVERS - PEMBROKE PARK STADIUM						
76	Pembroke Park			Stadium access road, carpark, kerb and channel, footpath (RHS), line marking, stormwater (no lighting) & assuming \$392k asphalt seal in 21/22.			
77	Pembroke Park			2 Court indoor facility - spend across 2 years			
78	Pembroke Park			To install street (access road) and car park lighting to comply with AS/NZS1158 3.1:2020 standards for a new stadium facility at Pembroke Park sporting precinct.			
	CARRY OVERS - PRELIM JOBS						
79	Municipality			Preliminary Costs - Stormwater			
80	Pembroke Park			Preliminary Costs for Pembroke Park function room			
					\$ 486,588	\$ 8,409,531	\$ 8,896,120
					\$ -	\$ -	\$ -
				Total Capital Budget - Excluding Carry Overs	\$ 5,722,327	\$ 2,265,018	\$ 7,987,345
				Total Capital Budget - Including Carry Overs	\$ 6,208,915	\$ 10,674,549	\$ 16,883,465



SORELL COUNCIL
SUMMARY DEPARTMENTAL PROFIT & LOSS
BUDGET FOR THE PERIOD ENDED 30 JUNE 2022

	BUDGET 2020/2021	BUDGET 2021/2022	MOVEMENT
OPERATING INCOME			
Rates and Charges	14,677,679	15,306,798	629,118
Statutory Fees and Charges	719,831	692,900	(26,931)
User Fees	651,266	588,588	(62,679)
Grants Operating	1,167,512	1,294,915	127,403
Contributions Received	91,983	40,000	(51,983)
Interest	170,215	114,140	(56,075)
Other Income	645,667	642,572	(3,095)
Investment Income from TasWater	-	150,000	150,000
TOTAL OPERATING INCOME	18,124,154	18,829,913	705,759
EXPENSES			
Employee Benefits	6,706,883	6,877,313	170,430
Materials and Services	5,232,550	5,430,661	198,112
Depreciation and Amortisation	5,267,314	5,402,914	135,600
Finance Costs	105,038	90,465	(14,573)
Other Expenses	1,504,984	1,596,582	91,598
TOTAL EXPENSES	18,816,769	19,397,936	581,167
OPERATING SURPLUS / (DEFICIT)	(692,615)	(568,023)	124,592
CAPITAL INCOME			
Grants Capital	6,120,268	7,527,161	1,406,893
Contributions - Non Monetary Assets	-	-	0
Net Gain / (Loss) on Disposal	150,985	-	(150,985)
Share of Interest in Joint Ventures	-	-	0
TOTAL CAPITAL INCOME	6,271,253	7,527,161	1,255,908
NET SURPLUS / (DEFICIT)	5,578,638	6,959,138	1,380,500

SORELL COUNCIL
SUMMARY DEPARTMENTAL PROFIT & LOSS
BUDGET FOR THE PERIOD ENDED 30 JUNE 2022

Net results	Budget 2021/2022 PNL	Budget 2021/2022 Cash
Department Net result		
GM & Councillors	(665,593)	(656,593)
Finance	11,893,189	12,105,742
Community & HR	(2,710,558)	(2,076,751)
Engineering, Regulatory Services, IT & Depot	(9,085,061)	(4,537,508)
Total Operating Profit / (Loss)	(568,023)	4,834,891
Capital Expenditure		
Renewal and Replacement		(6,208,915)
New / Upgrade		(10,674,549)
Total Capital Expenditure		(16,883,464)
Grant Income		
Grants Received for Capital Works	7,527,161	5,362,870
Grants Received in 20/21 for Operational Works		(34,290)
Borrowings		
New Borrowings		-
Principal Repayment of Loans		(404,421)
Net Cash Surplus / (Deficit) for 2021/2022		(7,124,415)

Cash & Investments Forecast		
Cash at Bank as at 01/07/2021		12,564,000
Add:		
PNL Cash Surplus		4,834,891
Grants Received for Capital Works		5,362,870
New Borrowings		-
		10,197,760
Less:		
Capital Expenditure		(16,883,464)
Grants Received in 20/21 for Operational Works		(34,290)
Loan Repayments		(404,421)
		(17,322,175)
Cash at Bank Forecast as at 30/06/2022		5,439,585

SORELL COUNCIL				
DEPARTMENTAL PROFIT & LOSS				
BUDGET FOR THE PERIOD ENDED 30 JUNE 2022				
FOR COST CENTRE - All Cost Centres				
		MYBR Budget 2020/2021	Budget 2021/2022	Movement
1000	OPERATING INCOME			
1100	Rates and Charges			
1105	Rates - General/Ordinary/Residential	11,868,053	12,314,636	446,583
1110	Rates General Written Off	(7,500)	(7,500)	0
1115	State Grant Rates Remission	774,778	811,493	36,714
1120	Rates Pensioner Concession	(774,778)	(811,493)	(36,714)
1125	Domestic Waste Annual Charge	2,383,366	2,485,842	102,476
1130	Fire Rates Levy Income	554,343	585,777	31,434
1140	Boat Shed Remissions	(20,000)	0	20,000
1150	Other Remissions	(105,000)	(76,375)	28,625
1160	AWTS Maintenance Fee Received	4,418	4,418	0
1199	Rates and Charges Total	14,677,679	15,306,798	629,118
1200	Statutory Fees and Charges			
1210	132 & 337 Certificate Fees	156,595	165,000	8,405
1220	Town Planning Fees	545,236	508,400	(36,836)
1225	Animal Infringements & Fines	6,000	6,000	0
1230	Other Infringements Fines & Penalties	9,000	7,000	(2,000)
1235	Licences & Permits	2,000	5,000	3,000
1240	Street Stall Permit Fee	1,000	1,500	500
1299	Statutory Fees and Charges Total	719,831	692,900	(26,931)
1300	User Fees			
1303	Animal Management Sundry Income -collars,signs etc	0	0	0
1306	Building Assessment Fees	130,000	115,000	(15,000)
1318	Caravan Licences	21,665	23,063	1,398
1327	Dog Impounding & Release Fees	1,440	1,000	(440)
1330	Dog Registration & Renewal	89,000	91,225	2,225
1331	Kennel Licences	1,307	1,500	193
1333	Driveway Approval and Inspection Fees	1,000	1,000	0
1335	Engineering Inspections & 1% Approval Fee	24,554	10,000	(14,554)
1336	Fire Abatement Charges	15,000	15,000	0
1342	Food Licences	45,000	41,000	(4,000)
1351	Photocopy Charges	0	0	0
1354	Plumbing Application Fees	157,500	140,000	(17,500)
1357	Plumbing Inspection	155,000	140,000	(15,000)
1360	Amended Plan Fees	4,800	4,800	0

SORELL COUNCIL				
DEPARTMENTAL PROFIT & LOSS				
BUDGET FOR THE PERIOD ENDED 30 JUNE 2022				
FOR COST CENTRE - All Cost Centres				
		MYBR Budget 2020/2021	Budget 2021/2022	Movement
1363	Recreational Vehicle Income	5,000	5,000	0
1369	Building Administration Fee (0.1%)	0	0	0
1372	TBCITB Training Levy (0.2%)	0	0	0
1399	User Fees Total	651,266	588,588	(62,679)
1400	Grants Operating			
1405	Commonwealth Financial Assistance Grant	1,052,312	1,101,375	49,063
1410	Comm'th Grants & Subsidies	1,200	0	(1,200)
1415	State Grants & Subsidies	114,000	193,540	79,540
1420	Other Grants & Subsidies	0	0	0
1430	Training Incentive Payment	0	0	0
1499	Grants Operating Total	1,167,512	1,294,915	127,403
1500	Contributions Received			
1505	Public Open Space Contributions	66,983	10,000	(56,983)
1506	Car Parking Cash in Leui Contributions	5,000	5,000	0
1507	Subdiv Traffic Management Treatment Contributions	0	25,000	25,000
1510	Contributions Received Other	20,000	0	(20,000)
1549	Contributions Received Total	91,983	40,000	(51,983)
1550	Interest			
1560	Rates Interest Penalty	100,000	100,000	0
1565	Rates Interest Written Off	(2,600)	(1,500)	1,100
1570	Rates Legal Costs Recovered	3,000	1,500	(1,500)
1575	Interest Received Banks & Other	69,675	14,000	(55,675)
1577	Interest - MPIA	140	140	0
1599	Interest Total	170,215	114,140	(56,075)
1600	Other Income			
1605	Bad Debts Recovered	0	0	0
1610	Diesel Fuel Rebate	17,520	22,841	5,321
1615	Donations Received	0	0	0
1620	Hall Hire	34,110	87,627	53,517
1625	Lease/Rent Fees Received	29,827	32,476	2,649
1627	Lease Fees - Copping Tip	173,331	104,482	(68,849)
1630	Other Facility Hire	46,740	51,095	4,355
1632	SERDA - External Labour Hire Recoveries	268,045	272,507	4,463
1633	External Labour Hire Recoveries	3,177	0	(3,177)
1634	NRM Recoveries	0	0	0
1635	Other Sundry Income	6,769	1,800	(4,969)
1637	Insurance Recoveries	0	0	0
1645	Vehicle FBT Recoveries	48,312	53,144	4,832

SORELL COUNCIL				
DEPARTMENTAL PROFIT & LOSS				
BUDGET FOR THE PERIOD ENDED 30 JUNE 2022				
FOR COST CENTRE - All Cost Centres				
		MYBR Budget 2020/2021	Budget 2021/2022	Movement
1655	Workers Compensation - Reimbursement	14,587	0	(14,587)
1656	Copping Public Cemetery Trust Net Income	1,000	8,300	7,300
1659	Information Board Revenue - Dunalley Hall	250	0	(250)
1660	Grave Site Sales - Dunalley Hall	1,000	8,300	7,300
1662	Wheelie Bin Stabiliser Income	1,000	0	(1,000)
1689	Other Income Total	645,667	642,572	(3,095)
1690	Investment Income from TasWater			
1694	TasWater Interim Dividend	0	150,000	150,000
1699	Investment Income from TasWater Total	0	150,000	150,000
1999	Operating Income Total	18,124,154	18,829,913	705,759
2000	Capital Income			
2100	Grants Capital			
2105	Roads to Recovery Funding	387,296	387,296	0
2110	Comm'th Grants new or upgraded assets	4,007,296	4,555,647	548,351
2115	State Grants for new or upgraded assets	1,698,676	2,584,218	885,542
2120	Other Grants for new or upgraded assets	27,000	0	(27,000)
2199	Grants Capital Total	6,120,268	7,527,161	1,406,893
2200	Contributions - Non-monetary Assets			
2205	Developer Contributions for assets	0	0	0
2299	Contributions - Non-monetary Assets Total	0	0	0

SORELL COUNCIL				
DEPARTMENTAL PROFIT & LOSS				
BUDGET FOR THE PERIOD ENDED 30 JUNE 2022				
FOR COST CENTRE - All Cost Centres				
		MYBR Budget 2020/2021	Budget 2021/2022	Movement
2300	Net Gain/(Loss) on Disposal			
2305	(Profit) / Loss on Disposal of Assets	150,985	0	(150,985)
2320	Recognition / De-recognition of Assets	0	0	0
2399	Net Gain/(Loss) on Disposal Total	150,985	0	(150,985)
2400	Share of Interests in Joint Ventures			
2410	Fair value adjustment - Investment in Associate	0	0	0
2420	Revenue from Investment in Associates	0	0	0
2499	Share of Interests in Joint Ventures Total	0	0	0
2899	CAPITAL INCOME TOTAL	6,271,253	7,527,161	1,255,908
2999	TOTAL INCOME	24,395,407	26,357,074	1,961,667
3000	Expenses			
3100	Employee Benefits			
3102	ADO Expense	57,716	59,776	2,059
3103	Annual Leave	478,320	499,915	21,595
3109	Conferences	3,000	3,000	0
3111	Drug and Alcohol Testing	4,600	3,500	(1,100)
3112	FBT Expenses - Gift Cards / Gifts	2,250	1,550	(700)
3114	FBT Expenses - Entertainment (FBT)	4,250	4,800	550
3115	Fringe Benefit Taxes	56,500	57,209	709
3118	Health and Well Being	5,155	5,000	(155)
3124	Long Service Leave	163,061	160,888	(2,173)
3127	Medicals	1,440	1,760	320
3130	Occupational Health and Safety	0	0	0
3136	Other Employee Costs	0	0	0
3139	Overheads Recovered	(55,122)	(65,758)	(10,636)
3145	Payroll Tax	277,948	298,611	20,662
3148	Protective Clothing & Accessories	28,500	26,500	(2,000)
3151	Recruitment Costs	0	0	0
3154	Salaries	4,762,350	4,924,888	162,538
3156	Salaries transferred to WIP	(170,057)	(203,048)	(32,991)
3163	Staff Training	52,684	56,700	4,016
3166	Superannuation - Council Contribution	721,868	772,501	50,633
3169	Temp Staff Employed Through Agency	46,471	12,800	(33,671)
3172	Travel and Accommodation	500	500	0
3175	Uniforms / Clothes Purchased	15,200	14,000	(1,200)
3181	Workers Compensation Expense Claims	0	0	0
3184	Workers Compensation Insurance	250,248	242,223	(8,026)
3199	Employee Benefits Total	6,706,883	6,877,313	170,430

SORELL COUNCIL				
DEPARTMENTAL PROFIT & LOSS				
BUDGET FOR THE PERIOD ENDED 30 JUNE 2022				
FOR COST CENTRE - All Cost Centres				
		MYBR Budget 2020/2021	Budget 2021/2022	Movement
3200	Materials and Services			
3201	Abandoned Cars & Dumped Rubbish Disposal Costs	4,800	5,000	200
3202	Advertising	104,445	101,412	(3,033)
3204	AWTS Maintenance Charge	3,313	3,313	0
3206	Cleaning	171,312	167,979	(3,333)
3208	Computer Hardware / Hardware Maintenance	22,740	17,418	(5,322)
3212	Computer Software Maint and Licenses	227,257	249,767	22,509
3214	Consultants Other	332,330	167,603	(164,728)
3216	Contractors	125,948	201,316	75,368
3217	Contractors - Common Services	0	0	0
3218	Copping Tip Disposal Costs	2,000	2,000	0
3220	Mornington Park transfer station disposal costs	120,000	125,000	5,000
3221	Electronic Notices / Reminders		1,475	1,475
3222	Electricity	248,365	214,988	(33,378)
3223	Emergency Management	1,000	2,000	1,000
3224	Fire Hazard Reduction (Private Land)	9,000	9,000	0
3226	Fuel	180,256	173,047	(7,209)
3232	Internet, Telephone & Other Communication Charges	34,158	32,894	(1,263)
3234	Land Survey Costs	0	10,000	10,000
3236	Legal Fees (Advice etc)	102,498	100,000	(2,498)
3237	Line Marking	27,500	29,000	1,500
3240	Municipal Waste (Reserves)	0	0	0
3241	Operating Capital	101,875	29,500	(72,375)
3244	Plant & Motor Vehicle Repairs & Services	110,000	100,000	(10,000)
3246	Plant Hire - External	33,700	25,000	(8,700)
3248	Plant Hire - Internal Usage	18,667	27,695	9,028
3250	Plant Hire Recovered	(118,449)	(98,809)	19,640
3252	Plant Registration Fees	36,966	37,617	651
3254	Printing	35,873	30,200	(5,673)
3256	Recycling Centres	115,000	120,000	5,000
3258	Registrations, Licenses and Permits	2,300	2,280	(20)
3259	CEMETERY Repairs and Maintenance	12,000	8,200	(3,800)

SORELL COUNCIL				
DEPARTMENTAL PROFIT & LOSS				
BUDGET FOR THE PERIOD ENDED 30 JUNE 2022				
FOR COST CENTRE - All Cost Centres				
		MYBR Budget 2020/2021	Budget 2021/2022	Movement
3260	Repairs and Maintenance	1,268,546	1,425,850	157,304
3261	Road Kill Collection Fees	1,034	1,500	466
3262	Kerbside Green Waste Collection	159,000	218,000	59,000
3263	Kerbside Green Waste Disposal	48,000	55,000	7,000
3264	Kerbside Hard Waste Collection	129,383	156,000	26,617
3265	Kerbside Hard Waste Disposal	18,000	25,500	7,500
3266	Kerbside Recycling Collection	258,677	266,000	7,323
3267	Kerbside Recycling Disposal	162,013	168,000	5,987
3268	Kerbside Garbage Collection	445,137	458,000	12,863
3269	Kerbside Garbage Disposal	93,060	133,000	39,940
3270	Security	30,808	20,336	(10,471)
3273	Signage & Guide Posts	49,900	114,750	64,850
3276	Settlement Costs ONLY	25,016	7,000	(18,016)
3278	Stationery & Office Consumables	33,327	33,191	(136)
3279	Street Bin Collection Contract	230,000	244,000	14,000
3280	Tools/Equipment Expensed (under \$1,000)	20,500	22,050	1,550
3282	Tyres	18,078	14,223	(3,855)
3284	Valuation Expenses	60,000	50,000	(10,000)
3290	Water Charges (Works Order)	115,216	123,366	8,150
3292	Wheelie Bin Stabiliser Expenses	2,000	0	(2,000)
3299	Materials and Services Total	5,232,550	5,430,661	198,112
3390	Impairment of Debts			
3399	Impairment of Debts Total			
3400	Depreciation and Amortisation			
3405	Depreciation Expense	5,249,535	5,317,905	68,370
3410	Amortisation Expense	17,779	76,935	59,157
3415	Amortisation Expense (Right of Use Asset)		8,074	8,074
3499	Depreciation and Amortisation Total	5,267,314	5,402,914	135,600
3500	Finance Costs			
3505	Interest on Loans	105,038	89,708	(15,330)
3515	Interest on Overdue Accounts	0	0	0
3521	Interest Expense (Lease Liability)	0	758	758
3599	Finance Costs Total	105,038	90,465	(14,573)
3600	Other Expenses			
3604	Audit Fees	31,380	31,350	(30)
3606	Audit Panel Expenses	7,000	7,000	0
3608	Bad & Doubtful Debts	0	0	0
3612	Bank Fees & Charges	48,405	43,968	(4,437)
3616	Bank Fees Recovered	(2,400)	(1,500)	900

SORELL COUNCIL				
DEPARTMENTAL PROFIT & LOSS				
BUDGET FOR THE PERIOD ENDED 30 JUNE 2022				
FOR COST CENTRE - All Cost Centres				
		MYBR Budget 2020/2021	Budget 2021/2022	Movement
3620	Cashiers Rounding Adjustments	75	75	0
3624	Commissions Paid	21,800	23,750	1,950
3636	Councillor Allowances	139,500	145,265	5,765
3640	Councillor Expenses	4,500	10,000	5,500
3644	Councillor Vehicle Allowance	6,000	5,600	(400)
3656	Deputy Mayors Allowance	14,723	15,331	608
3660	Dog Pound & Other Animal Management Expenses	5,400	5,000	(400)
3661	Dog Home & Vet Fees	3,000	2,000	(1,000)
3664	Donations and Section 77 Expenses	78,591	80,000	1,409
3668	Election Expenses	7,592	7,500	(92)
3672	Employee Sub, Licences and Memberships	76,881	87,631	10,750
3676	Functions & Programs	16,350	70,940	54,590
3680	Excess Payable on Insurance Claims	3,000	3,000	0
3688	Food & Beverages	3,400	3,095	(305)
3692	General Insurance	92,088	101,296	9,208
3704	Government Contribution (Voluntary)	515,450	562,346	46,896
3712	Immunisations	5,000	3,000	(2,000)
3720	Land Tax	57,595	60,100	2,505
3724	Mayor's Allowance	38,748	40,347	1,599
3731	NRM Expenses	45,000	11,000	(34,000)
3732	Motor Vehicle Insurance	28,275	30,424	2,150
3736	Other roundings	20	20	0
3740	Other Sundry Expenses	4,653	1,240	(3,413)
3744	Photocopier Leases & Operating Costs	24,200	10,857	(13,343)
3748	Postage	55,500	53,966	(1,534)
3752	Public Liability Insurance	146,161	160,777	14,616
3760	Reference Materials	1,000	1,000	0
3768	Sampling, Testing and Monitoring	14,000	8,000	(6,000)
3770	Storage Costs	1,440	1,500	60
3771	SERDA Internal Organisational Support	(0)	0	0
3784	Voluntary Contributions	10,658	10,704	46
3799	Other Expenses Total	1,504,984	1,596,582	91,598
3990	EXPENSES TOTAL	18,816,769	19,397,936	581,167
3995	SURPLUS/(DEFICIT)	5,578,638	6,959,138	1,380,500
	OPERATING SURPLUS / (DEFICIT)	(692,615)	(568,023)	124,592
	CAPITAL INCOME	6,271,253	7,527,161	1,255,908
	NET SURPLUS / (DEFICIT)	5,578,638	6,959,138	1,380,500
		0	0	0

13.4 LONG TERM FINANCIAL PLAN

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RECOMMENDATION

“That Council resolve pursuant to Section 70 of the Local Government Act 1993 to accept and adopt the revised Long Term Financial Plan.”

STEPHANIE PERRY
MANAGER FINANCE

Date: 10 June 2021

Attachment (5 – Councillor F:) drive for full document)



Year Ending 30 June:	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 1 Plan \$'000	Year 2 Plan \$'000	Year 3 Plan \$'000	Year 4 Plan \$'000	Year 5 Plan \$'000	Year 6 Plan \$'000	Year 7 Plan \$'000	Year 8 Plan \$'000	Year 9 Plan \$'000	Year 10 Plan \$'000	Year 11 Plan \$'000	Year 12 Plan \$'000	Year 13 Plan \$'000	Year 14 Plan \$'000	Year 15 Plan \$'000	Year 16 Plan \$'000
Operating Revenues	18,545	18,443	18,002	17,871	18,778	19,133	18,154	18,850	20,524	21,008	21,577	22,158	22,776	23,401	24,043	24,705	25,382	26,086	26,777	27,048	28,264	29,078
less: Operating Expenses	14,548	15,107	15,272	15,382	17,278	17,281	18,877	19,816	20,021	20,510	21,048	21,558	22,222	22,889	23,522	24,078	24,647	25,243	25,837	26,487	27,138	27,872
Operating Surplus/(Deficit) before Capital Amounts	3,997	336	812	549	1,427	1,852	(693)	(568)	533	493	534	610	554	412	521	627	734	837	940	1,049	1,156	1,263
LESS: Net Outlays on Existing Assets																						
Capital Expenditure on Renewal or Replacement of Existing Assets	2,504	2,377	3,500	4,217	4,297	5,180	5,075	6,009	5,582	5,556	5,563	5,869	5,577	5,595	5,594	5,597	5,625	5,615	5,628	5,638	5,657	5,665
less: Depreciation, Amortisation & Impairment	(4,185)	(4,772)	(3,064)	(4,180)	(4,119)	(5,225)	(5,269)	(5,855)	(5,582)	(5,506)	(5,503)	(5,569)	(5,577)	(5,588)	(5,591)	(5,591)	(5,605)	(5,612)	(5,628)	(5,639)	(5,651)	(5,665)
less: Proceeds from Sale of Replaced Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Net Outlays on Existing Assets	(1,191)	(2,365)	489	(943)	(819)	(25)	(189)	806	0	0	0	0	0	0	0	(0)	0	(0)	0	0	0	0

Report



Year	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	
LESS: Net Outlays on New or Upgraded Assets																							
Capital Expenditure on New/Upgraded Assets	3,369	3,392	2,955	2,270	3,209	1,599	737	10,116	472	829	682	700	732	339	622	735	950	1,119	1,205	1,305	1,414	1,511	
less: Amounts Specifically for New/Upgraded Assets	(1,793)	(1,372)	(1,676)	(1,622)	(2,299)	(1,277)	(6,121)	(2,020)	(387)	(387)	(387)	(387)	(387)	(387)	(387)	(387)	(387)	(387)	(387)	(387)	(387)	(387)	(387)
less: Proceeds from Sale of Surplus Assets	(17)	(298)	(197)	(26)	(225)	(132)	(20)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Net Outlays on New or Upgraded Assets	2,154	1,302	1,240	222	132	590	904	3,148	85	241	276	402	345	205	304	401	563	722	818	918	1,017	984	
EQUALS: Net Lending / (Borrowing) for Financial Year	3,034	1,399	(917)	1,270	2,114	1,287	(1,408)	(4,511)	449	252	258	208	209	207	217	227	172	115	123	131	139	279	

Figure 2

As at 30 June:	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	
	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 1 Plan \$'000	Year 2 Plan \$'000	Year 3 Plan \$'000	Year 4 Plan \$'000	Year 5 Plan \$'000	Year 6 Plan \$'000	Year 7 Plan \$'000	Year 8 Plan \$'000	Year 9 Plan \$'000	Year 10 Plan \$'000	Year 11 Plan \$'000	Year 12 Plan \$'000	Year 13 Plan \$'000	Year 14 Plan \$'000	Year 15 Plan \$'000	Year 16 Plan \$'000	
ASSETS																							
Financial Assets																							
Cash and Cash Equivalents (including Investments)	4,098	4,183	4,761	5,356	7,476	8,860	10,064	8,920	2,965	2,998	3,033	3,074	3,110	3,144	3,180	3,222	3,272	3,330	3,394	3,462	3,536	3,746	
Cash Investments	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	
Trade & Other Receivables	848	773	597	524	666	881	881	881	881	881	881	881	881	881	881	881	881	881	881	881	881	881	
Current Other Financial Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Non Current Other Financial Assets	25,000	25,505	26,064	26,443	30,708	23,207	21,207	21,207	22,207	22,207	22,207	22,207	22,207	22,207	22,207	22,207	22,207	22,207	22,207	22,207	22,207	22,207	
Total Financial Assets	32,452	33,956	33,172	34,833	41,391	37,448	38,652	31,528	31,553	31,586	31,621	31,662	31,701	31,732	31,768	31,810	31,860	31,918	31,982	32,050	32,124	32,334	

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	
Non Financial Assets																									
Inventories	49	129	112	58	67	49	49	49	49	49	49	49	49	49	49	49	49	49	49	49	49	49	49	49	49
Investment Property	1,127	297	297	297	303	300	305	306	306	305	305	305	305	305	305	305	305	305	305	305	305	305	305	305	305
Infrastructure, Property, Plant & Equipment	193,463	213,661	232,504	241,370	243,903	234,573	271,565	283,016	283,578	284,146	284,709	285,270	285,830	286,391	286,951	287,511	288,071	288,631	289,191	289,751	290,311	290,871	291,431	291,991	292,551
Other Assets	298	348	441	448	495	747	747	747	747	747	747	747	747	747	747	747	747	747	747	747	747	747	747	747	747
Total Non Financial Assets	196,957	214,433	232,954	242,173	244,775	265,740	272,726	284,217	284,679	285,307	285,970	286,760	287,492	288,084	288,716	289,503	290,513	291,622	292,827	294,133	295,537	296,908	298,337	299,827	306,908
Assets																									
Total Assets	229,409	248,389	266,126	277,006	286,116	303,188	311,378	315,735	316,231	316,999	317,591	318,422	319,193	319,193	319,816	320,544	321,373	322,373	323,541	324,809	326,183	327,661	329,242	330,923	332,604
LIABILITIES																									
Current Liabilities																									
Trade & Other Payables	790	830	811	600	715	645	645	645	645	645	645	645	645	645	645	645	645	645	645	645	645	645	645	645	645
Borrowings	271	163	178	187	200	213	404	424	424	279	222	166	177	179	180	180	180	180	180	180	180	180	180	180	180
Provisions	964	960	914	1,004	1,092	1,259	1,259	1,259	1,259	1,259	1,259	1,259	1,259	1,259	1,259	1,259	1,259	1,259	1,259	1,259	1,259	1,259	1,259	1,259	1,259
Trust Funds and Deposits	581	465	448	653	823	777	777	777	777	777	777	777	777	777	777	777	777	777	777	777	777	777	777	777	777
Contract Liabilities	0	0	0	0	0	838	2,131	2,592	3,332	3,332	3,332	3,332	3,332	3,332	3,332	3,332	3,332	3,332	3,332	3,332	3,332	3,332	3,332	3,332	3,332
Other Liabilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Current Liabilities	2,596	2,458	2,408	2,460	2,836	3,794	5,618	3,439	3,234	3,238	3,181	3,186	3,190	3,195	3,200	3,137	3,071	3,074	3,077	3,080	3,222	3,015	3,015	3,015	3,015

Figure 4

Sorell Council Long-Term Financial Plan
Summary of Financial Performance and Position for the Years Ending 30 June 2015 to the 30 June 2036

As at 30 June:	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	
	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 1 Plan \$'000	Year 2 Plan \$'000	Year 3 Plan \$'000	Year 4 Plan \$'000	Year 5 Plan \$'000	Year 6 Plan \$'000	Year 7 Plan \$'000	Year 8 Plan \$'000	Year 9 Plan \$'000	Year 10 Plan \$'000	Year 11 Plan \$'000	Year 12 Plan \$'000	Year 13 Plan \$'000	Year 14 Plan \$'000	Year 15 Plan \$'000	Year 16 Plan \$'000	
Non-current Liabilities																							
Trade & Other Payables	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Borrowings	2,605	2,442	2,267	2,090	1,880	1,907	2,695	2,272	2,050	1,830	1,654	1,482	1,317	1,157	962	830	724	715	582	397	380	518	
Provisions	97	92	98	25	31	35	35	35	35	35	35	35	35	35	35	35	35	35	35	35	35	35	
Other Non-current Liabilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Liabilities	2,702	2,534	2,453	2,331	2,186	2,263	3,052	2,624	2,409	2,186	2,020	1,849	1,673	1,493	1,308	1,186	1,130	1,071	1,008	943	736	874	
Net Assets	224,117	248,357	261,265	272,225	281,084	297,131	302,708	309,686	310,588	311,469	312,390	313,387	314,329	315,128	316,036	317,051	318,172	319,396	320,723	322,159	323,703	325,353	
EQUITY																							
Accumulated Surplus	73,000	82,538	89,999	89,685	94,919	101,332	106,970	112,820	114,789	115,660	116,567	117,509	118,580	119,629	120,657	121,652	122,619	123,567	124,505	125,436	127,994	129,594	
Asset Revaluation Reserves	149,971	165,718	171,216	181,530	185,115	194,749	194,749	194,749	194,749	194,749	194,749	194,749	194,749	194,749	194,749	194,749	194,749	194,749	194,749	194,749	194,749	194,749	
Other Reserves	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	
Adjustment to Cash & Borrowings for effects of inflation																							
Total Equity	224,117	248,357	261,265	272,225	281,084	297,131	302,708	309,686	310,588	311,469	312,390	313,388	314,329	315,128	316,036	317,051	318,172	319,396	320,724	322,160	323,703	325,353	



13.5 EXECUTIVE SUMMARY – FINANCIAL REPORT MAY 2021 YTD

[^] RECOMMENDATION

That the Executive Summary – FINANCIAL REPORT MAY 2021 YEAR-TO-DATE be received and noted by Council.

FINANCIAL REPORT MAY 2021 YEAR-TO-DATE

The operating surplus for the period ended 31 May 2021 of \$2.462m is \$1.267m above the budget of \$1.195m. The main drivers of this position are:

- Recurrent income year to date is \$18.236m, which is above budget by \$374k.
- Operating expenses year to date are \$15.774m, which is below budget by \$893k.

NOTES TO THE ACCOUNTS

1. RATES AND CHARGES

Rates and charges are above budget by \$68k to the end of May.

This is a result of supplementary valuations received from the Office of the Valuer General, as well as less charitable remissions granted year to date than estimated.

2. STATUTORY FEES AND CHARGES

This category is above budget by \$43k to the end of May, which is largely a result of development activity being greater than anticipated year to date, resulting in town planning fee income coming in \$20k above budget and 132 & 337 certificate fee income coming in \$21k above budget.

3. USER FEES

This category is above budget by \$138k to the end of May. This is largely a result of the following variances:

- Building assessment fees, plumbing application fees and plumbing inspection fees are all above budget by \$10k, \$36k and \$37k. This is a reflection of development activity being greater than anticipated year to date.
- Building administration fee and training levy are \$12k and \$18k above budget. However, these are clearing accounts and do not form part of



Council income. These two accounts are reconciled on a monthly basis. At end of financial year, there balances are expected to be \$0.

4. GRANTS OPERATING

This category is above budget by \$22k to the end of May.

Council received unbudgeted East Coast Storm funds of \$120k through the Tasmanian Relief and Recovery Arrangements Assistance Program.

In addition, the following grant income was expected to be recognised, however due to project delays the work is yet to be completed and therefore income has not been recognised:

- \$45k grant income relating to the dredging works at Gypsy Bay boat ramp, Primrose Sands. This project is expected to be completed in June and therefore the grant income is expected to be recognised in June.
- \$55k grant income relating to the MAST solar lights project at marine facilities in the Sorell municipality. This project is not expected to be completed in June. This project will be a carry-over project on the 2021/2022 capital budget and the income will not be recognised until the project is complete in 2021/2022.

5. CONTRIBUTIONS RECEIVED

This category is above budget by \$12k to the end of May. This is largely due to unbudgeted public open space contributions received from subdivision applications. Only a small number of contributions are budgeted for, as development activity of this nature is unpredictable and therefore difficult to estimate.

6. INTEREST

This category is above budget by \$7k to the end of May, with no major variances noted.

7. OTHER INCOME

This category is in line with budget to the end of May. The following material variances were noted:

- Hall hire is above budget by \$11k, due to an increase in Council meeting room bookings. This is largely as a result of COVID restrictions requiring larger group meeting rooms and Council having the facilities to accommodate large meetings.



- SERDA external labour hire recoveries are below budget by \$27k, due to less SERDA expenditure incurred year to date than expected, consequently resulting in reduced reimbursements received from SERDA.
- Unbudgeted workers' compensation reimbursements of \$30k received to date.

8. INVESTMENT IN TASWATER

This category is above budget by \$81k to the end of May. As previously reported, all TasWater dividends were expected to be paid at the end of the financial year, however an interim dividend was paid in February.

9. EMPLOYEE BENEFITS

Total employee benefits are below budget by \$247k to the end of May. The following were major variances at the end of May:

- Salaries were below budget by \$105k or 2.5%. This variance is not significant to the overall salaries budget however it is likely due to a number of vacant positions at Council throughout the financial year. Likewise, superannuation is below budget by \$21k or 3.3%, in line with the salaries variance.
- Salaries transferred to WIP is above budget by \$64k, due to more staff time spent on capital jobs than expected year to date. Likewise, overheads recovered is above budget by \$19k, in line with the salaries transferred to WIP variance.
- Staff training is below budget by \$18k, due to less staff training completed year to date than estimated.

10. MATERIALS AND SERVICES

Materials and services is \$511k below budget to the end of May.

The following major variances have been previously reported and the reason for these variances has not changed significantly:

- Consultants are below budget by \$62k.
- Contractors are below budget by \$69k.
- Mornington Park transfer station disposal costs are below budget by \$21k.
- Electricity is below budget by \$32k.
- Fuel is below budget by \$26k.
- Legal fees are above budget by \$23k.
- Line marking is below budget by \$18k.
- Operating capital is below budget by \$23k.
- Plant hire internal usage is above budget by \$20k.

- Kerbside green waste collection is above budget by \$38k.
- Kerbside recycling collection is below budget by \$38k, this variance increased in May due to monthly invoice not paid until after 31 May 2021 of \$19k.
- Kerbside garbage collection is below budget by \$22k, this variance became below budget in May due to monthly invoice not paid until after 31 May 2021 of \$38k.
- Street bin collection contract is below budget by \$17k.
- Repairs and maintenance is below budget by \$231k, this is a result of variances across a number of depot departments. The following departments had significant under spends at the end of May; Sealed Roads (\$116k), Parks & Reserves (\$50k) and Bridges (\$108k). The following departments had significant over spends at the end of May; Community Facilities \$40k; and Unsealed Roads (\$16k). Community Facilities is above budget, with \$18k processed in May for the floor sanding in the Memorial Hall. These works were incorrectly budgeted under operating capital. All other significant variances have been reported to Council previously.
- Signage and guide posts is above budget by \$6k.

The following major variance have not been previously reported to Council:

- Computer hardware and maintenance is below budget by \$11k, largely as a result of hardware contingencies not being required to the estimated level throughout the year.
- Plant and motor vehicle repairs and services is above budget by \$11k, as a result of more heavy fleet repairs required year to date than expected. This variance should rectify itself by the end of June.

11. DEPRECIATION AND AMORTISATION

This category is below budget by 34k (less than 1%) to the end of May. This variance is not significant to the overall depreciation and amortisation budget.

12. FINANCE COSTS

This category is in line with budget to the end of May.

13. OTHER EXPENSES

This category is below budget by \$100k to the end of May. The following were major variances at the end of May:

- NRM expenses are below budget by \$24k due to a delay in starting the weed management project. This variance should rectify itself by the end of June.



- Donations and section 77 expenses are below budget by \$20k to the end of May; this is predominantly due to the ongoing restrictions placed on the community by COVID and therefore less applications have been received than expected.
- Audit fees are below budget by \$9k. Audit fees were estimated to increase, however due to COVID an increase was not applied. In addition, no additional fees relating to revaluation advice have been charged this financial year. Council may receive another invoice of \$7k from the Tasmanian Audit Office (TAO) in June, however this will depend on the timing of TAO's invoicing system.
- Bank fees and charges are below budget by \$8k to the end of May, which is due to a renewal by the Council with Commonwealth Bank regarding pricing on all fees and a refund of overcharged credit card fees in May.
- Postage is below budget by \$12k, due to postage savings due to the waste calendars posted with the rates instalment notices and monthly general postage charges are consistently coming in under budget.

14. GRANTS CAPITAL

This category is below budget by \$1.6m to the end of May. This variance is a result of the following:

- The Pembroke Park Stadium Commonwealth budgeted funding for March was \$1.8m, due to delays in construction this amount is yet to be recognised. Due to the delays Council has had approved a variation to its reporting obligations. The result of this is that the difference of \$1.8m will not be recognised until June 2021. Further a budgeted amount of \$1.2m in June will not be recognised until October 2021.
- The Pembroke Park Stadium State budgeted funding year to date is \$166k, however \$600k has been recognised. An amount of State funding of \$434k is budgeted in June 2021 of which all has now been recognised.
- The Sorell Skate Park Commonwealth budgeted funding for March, April and May was \$125k, this project which is funded under the Local Roads and Community Infrastructure Program (LRCI), has yet to commence thus no funds could be recognised. The budgeted funding for the Snake Hollow Stage II for March and April was \$55k, this is also funded under the LRCI Program and only \$6k has been recognised due to delays in work schedules. This funding will be recognised in total in June 2021.
- Additionally, also funded under the LRCI Program is the car parking and landscaping upgrades at Pembroke Park, which has commenced resulting in



funds of \$110k being recognised. The budgeted funding for this project is \$110k and was to be recognised in June 2021.

- Roads to Recovery funding 2020/2021 final payment of \$165k was budgeted in May but was not received until 1 June 2021.
- Other variances were insignificant.

15. CONTRIBUTIONS – NON MONETARY ASSETS

Unbudgeted developer contributions of \$929k were recognised to the end of May. This relates to Quarter 1, 2 and 3 donated assets which have been capitalised in Assetic. Donated assets generally relate to subdivision assets, which become a Council asset once the development is complete.

16. NET GAIN / (LOSS) ON DISPOSAL

This category is below budget by \$557k to the end of May. The additional variance this month was due to third quarter disposals of infrastructure assets during renewal and replacement of capital jobs. Further as previously reported, this variance is a result of; GST refunds in relation to errors in accounting for previous land sales; disposal of infrastructure assets during renewal and replacement capital jobs; profit on disposal of \$15k relating to a Mitsubishi Outlander and the recognition of found assets throughout the financial year.

Plant and Equipment Details	Date of Disposal	Reason for Disposal	Method of Disposal	Proceeds of Sale	Disposal Costs	Profit/(Loss) on Disposal
Mitsubishi Outlander Rego: F17RL	16/02/2021	Insurance Write Off	Zurich Insurance	\$20,641	\$1,000	\$15,129

17. SHARE OF INTEREST IN JOINT VENTURES

No joint venture revenue received as at the end of May.

CAPITAL EXPENDITURE

Capital expenditure to the end of May was \$10.956m (per Capital Works report run on 1 June 2021).

The following capital jobs have variances of greater than 10% or are expected to have variances of greater than 10% and have previously been reported to Council:

- C-21-S-006 Fifth Ave Dodges Ferry Kerb and Gutter and Storm Water Drainage
- C-22-PRELIM-SWPROGRAM – Preliminary Storm Water costs for 2021/22
- C-21-T-055 Dodges Ferry to Carlton Beach Loop Shared Pathway
- C-21-T-056 Brinktop Road Sorell
- C-21-T-009 Branders Road Re-sheeting
- C-21-T-016 Bakers Road Re-sheeting
- C-21-T-019 East Orielson Road Re-sheeting
- C-21-T-024 Barclay Court Sorell Re-sheeting
- C-21-S-006 Fifth Avenue, Dodges Ferry
- C-21-S-007 Eighth Avenue, Dodges Ferry

The following capital jobs are over budget by greater than 10% in the 2020/2021 financial year:

- C-21-T-004 – this capital job has an approved budget of \$401k and a total actual spend plus commitments of \$451k. The reason this job is expected to be over budget is due to the tender price being over budget by \$30k, plus unexpected works of \$30k.
- C-21-PEMPARK-001 – this capital job has an approved budget of \$115k and a total actual spend of \$151k. The total actual spend will reduce to \$111k as an administrative error will be corrected.



CASH & INVESTMENTS

The Council maintains deposits with four major banks (Commonwealth, ANZ, Bendigo Bank and MyState) and with the State owned Tasmanian Public Finance Corporation (TasCorp).

Council's cash position decreased during May, predominantly due to the expenditure from large capital projects. In comparison with the 2019/2020 financial year, the current cash balance is \$2.4m less than the balance at the same time last year.

RATES OUTSTANDING

Attached is a graph showing unpaid rates by month for both the current and previous five years. The graph declines each month as rates are progressively paid throughout the financial year. The second graph has been included to reflect the percentage of rates debt outstanding at the end of each month, with five comparative financial years' data as well.

Collections have remained positive this financial year, with 98.2% of rates already paid by the end of May. At the same time last year, Council had received 97.3% of rates.

ATTACHMENTS

- a) Statement of Income and Expenditure for the period ending 31 May 2021
- b) Statement of Financial Position as at 31 May 2021
- c) Statement of Cash Position as at 31 May 2021
- d) Detailed Statement of Income & Expenditure for the period ending 31 May 2021
- e) Capital Works report for the period ending 31 May 2021
- f) Graph 1 – Total Cash Available
- g) Graph 2 – Rates Outstanding

STEPHANIE PERRY
MANAGER, FINANCE

Date: 8 June 2021

Attachments (33 pages)



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED May 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	(11,915,044)	(11,868,053)	46,991	(11,868,053)
1110 Rates General Written Off	11,346	5,625	(5,721)	7,500
1115 State Grant Rates Remission	(781,125)	(774,778)	6,347	(774,778)
1120 Rates Pensioner Concession	781,555	774,778	(6,777)	774,778
1125 Domestic Waste Annual Charge	(2,385,482)	(2,381,366)	4,116	(2,383,366)
1130 Fire Rates Levy Income	(556,190)	(554,343)	1,847	(554,343)
1140 Boat Shed Remissions	21,050	20,000	(1,050)	20,000
1150 Other Remissions	82,634	105,000	22,366	105,000
1160 AWTS Maintenance Fee Received	(3,755)	(3,313)	442	(4,418)
1199 Rates and Charges Total	(14,745,012)	(14,676,450)	68,562	(14,677,679)
1200 Statutory Fees and Charges				
1210 132 & 337 Certificate Fees	(164,994)	(144,270)	20,724	(156,595)
1220 Town Planning Fees	(524,113)	(504,313)	19,800	(545,236)
1225 Animal Infringements & Fines	(7,767)	(5,500)	2,267	(6,000)
1230 Other Infringements Fines & Penalties	(7,453)	(7,750)	(297)	(9,000)
1235 Licences & Permits	(1,902)	(2,000)	(98)	(2,000)
1240 Street Stall Permit Fee	(1,550)	(1,000)	550	(1,000)
1299 Statutory Fees and Charges Total	(707,779)	(664,833)	42,946	(719,831)
1300 User Fees				
1303 Animal Management Sundry Income -collars, signs etc	0	0	0	0
1306 Building Assessment Fees	(130,491)	(120,176)	10,315	(130,000)
1318 Caravan Licences	(23,032)	(21,665)	1,367	(21,665)
1327 Dog Impounding & Release Fees	(648)	(1,320)	(672)	(1,440)
1330 Dog Registration & Renewal	(63,152)	(64,000)	(848)	(89,000)
1331 Kennel Licences	(1,486)	(1,307)	179	(1,307)
1333 Driveway Approval and Inspection Fees	(1,653)	(750)	903	(1,000)
1335 Engineering Inspections & 1% Approval Fee	(25,260)	(18,215)	7,045	(24,554)
1336 Fire Abatement Charges	(21,704)	(15,000)	6,704	(15,000)
1342 Food Licences	(22,218)	(15,000)	7,218	(45,000)
1351 Photocopy Charges	0	0	0	0
1354 Plumbing Application Fees	(182,427)	(146,504)	35,923	(157,500)
1357 Plumbing Inspection	(181,975)	(144,866)	37,109	(155,000)
1360 Amended Plan Fees	(4,632)	(4,400)	232	(4,800)
1363 Recreational Vehicle Income	(7,190)	(4,750)	2,440	(5,000)
1369 Building Administration Fee (0.1%)	(12,090)	0	12,090	0
1372 TBCITB Training Levy (0.2%)	(17,741)	0	17,741	0
1399 User Fees Total	(695,699)	(557,953)	137,746	(651,266)
1400 Grants Operating				
1405 Commonwealth Financial Assistance Grant	(1,052,313)	(1,052,312)	1	(1,052,312)
1410 Comm'th Grants & Subsidies	(6)	(1,200)	(1,194)	(1,200)
1415 State Grants & Subsidies	(136,440)	(114,000)	22,440	(114,000)
1420 Other Grants & Subsidies	(1,000)	0	1,000	0
1430 Training Incentive Payment	0	0	0	0
1499 Grants Operating Total	(1,189,759)	(1,167,512)	22,247	(1,167,512)
1500 Contributions Received				
1505 Public Open Space Contributions	(76,578)	(59,483)	17,095	(66,983)
1506 Car Parking Cash in Leui Contributions	0	(5,000)	(5,000)	(5,000)
1507 Subdiv Traffic Management Treatment Contributions	0	0	0	0



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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
1510 Contributions Received Other	(20,000)	(20,000)	0	(20,000)
1549 Contributions Received Total	(96,578)	(84,483)	12,095	(91,983)
1550 Interest				
1560 Rates Interest Penalty	(105,408)	(100,000)	5,408	(100,000)
1565 Rates Interest Written Off	179	1,733	1,555	2,600
1570 Rates Legal Costs Recovered	1,047	(2,750)	(3,797)	(3,000)
1575 Interest Received Banks & Other	(51,948)	(48,355)	3,593	(69,675)
1577 Interest - MPIA	(105)	(105)	(0)	(140)
1599 Interest Total	(156,235)	(149,476)	6,758	(170,215)
1600 Other Income				
1605 Bad Debts Recovered	0	0	0	0
1610 Diesel Fuel Rebate	(18,138)	(16,060)	2,078	(17,520)
1615 Donations Received	(1,000)	0	1,000	0
1620 Hall Hire	(31,804)	(20,733)	11,071	(34,110)
1625 Lease/Rent Fees Received	(20,028)	(28,933)	(8,905)	(29,827)
1627 Lease Fees - Copping Tip	(165,997)	(167,256)	(1,259)	(173,331)
1630 Other Facility Hire	(35,879)	(41,597)	(5,718)	(46,740)
1632 SERDA - External Labour Hire Recoveries	(188,968)	(215,763)	(26,795)	(268,045)
1633 External Labour Hire Recoveries	(4,317)	(3,177)	1,140	(3,177)
1634 NRM Recoveries	0	0	0	0
1635 Other Sundry Income	(8,344)	(6,369)	1,975	(6,769)
1637 Insurance Recoveries	0	0	0	0
1645 Vehicle FBT Recoveries	(42,590)	(44,595)	(2,005)	(48,312)
1655 Workers Compensation - Reimbursement	(44,787)	(14,587)	30,200	(14,587)
1656 Copping Public Cemetery Trust Net Income	(158)	(1,000)	(842)	(1,000)
1659 Information Board Revenue - Dunalley Hall	0	0	0	(250)
1660 Grave Site Sales - Dunalley Hall	(993)	(750)	243	(1,000)
1662 Wheelie Bin Stabiliser Income	(861)	(750)	111	(1,000)
1689 Other Income Total	(563,864)	(561,569)	2,295	(645,667)
1690 Investment Income from TasWater				
1694 TasWater Interim Dividend	(81,000)	0	81,000	0
1699 Investment Income from TasWater Total	(81,000)	0	81,000	0
1999 Recurrent Income Total	(18,235,925)	(17,862,276)	373,649	(18,124,154)
2000 Capital Income				
2100 Grants Capital				
2105 Roads to Recovery Funding	(222,242)	(387,296)	(165,054)	(387,296)
2110 Comm'th Grants new or upgraded assets	(726,576)	(2,639,000)	(1,912,424)	(4,007,296)
2115 State Grants for new or upgraded assets	(1,062,009)	(629,676)	432,333	(1,698,676)
2120 Other Grants for new or upgraded assets	(23,962)	(27,000)	(3,038)	(27,000)
2199 Grants Capital Total	(2,034,789)	(3,682,972)	(1,648,183)	(6,120,268)
2200 Contributions - Non-monetary Assets				
2205 Developer Contributions for assets	(929,202)	0	929,202	0
2299 Contributions - Non-monetary Assets Total	(929,202)	0	929,202	0
2300 Net Gain/(Loss) on Disposal				
2305 (Profit) / Loss on Disposal of Assets	36,560	(150,985)	(187,545)	(150,985)
2320 Recognition / De-recognition of Assets	369,850	0	(369,850)	0
2399 Net (Gain) / Loss on Disposal Total	406,410	(150,985)	(557,395)	(150,985)
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



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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
2499 Share of Interests in Joint Ventures Total	0	0	0	0
2899 CAPITAL INCOME TOTAL	(2,557,580)	(3,833,957)	(1,276,377)	(6,271,253)
2999 TOTAL INCOME	(20,793,505)	(21,696,233)	(902,728)	(24,395,407)
3000 Expenses				
3100 Employee Benefits				
3102 ADO Expense	51,279	51,506	227	57,716
3103 Annual Leave	419,908	427,429	7,520	478,320
3109 Conferences	1,878	2,750	872	3,000
3111 Drug and Alcohol Testing	1,140	4,600	3,460	4,600
3112 FBT Expenses - Gift Cards / Gifts	2,707	1,750	(957)	1,750
3114 FBT Expenses - Entertainment (FBT)	4,300	3,638	(662)	4,250
3115 Fringe Benefit Taxes	45,709	45,712	3	56,500
3118 Health and Well Being	5,007	4,655	(352)	5,155
3124 Long Service Leave	140,400	149,054	8,654	163,061
3127 Medicals	6,347	1,440	(4,907)	1,440
3130 Occupational Health and Safety	0	0	0	0
3136 Other Employee Costs	0	0	0	0
3139 Overheads Recovered	(72,895)	(53,969)	18,927	(55,122)
3145 Payroll Tax	247,457	248,946	1,489	277,948
3148 Protective Clothing & Accessories	22,305	23,000	695	28,500
3151 Recruitment Costs	695	0	(695)	0
3154 Salaries	4,114,566	4,219,185	104,619	4,762,350
3156 Salaries transferred to WIP	(226,329)	(162,023)	64,307	(170,057)
3163 Staff Training	24,999	43,331	18,332	52,684
3166 Superannuation - Council Contribution	619,258	640,706	21,447	721,868
3169 Temp Staff Employed Through Agency	46,482	46,471	(12)	46,471
3172 Travel and Accommodation	0	375	375	500
3175 Uniforms / Clothes Purchased	8,780	12,878	4,098	15,200
3181 Workers Compensation Expense Claims	32	0	(32)	0
3184 Workers Compensation Insurance	220,227	220,227	0	250,247
3199 Employee Benefits Total	5,684,253	5,931,660	247,407	6,706,382
3200 Materials and Services				
3201 Abandoned Cars & Dumped Rubbish Disposal Costs	4,894	4,400	(494)	4,800
3202 Advertising	80,213	86,082	5,869	104,445
3204 AWTS Maintenance Charge	2,760	2,485	(275)	3,313
3206 Cleaning	139,939	142,577	2,638	171,312
3208 Computer Hardware / Hardware Maintenance	6,856	17,712	10,856	22,740
3212 Computer Software Maint and Licenses	203,354	201,372	(1,982)	227,257
3214 Consultants Other	217,424	279,948	62,524	332,330
3216 Contractors	31,350	101,281	69,930	125,948
3217 Contractors - Common Services	194	0	(194)	0
3218 Copping Tip Disposal Costs	0	1,500	1,500	2,000
3220 Mornington Park transfer station disposal costs	79,015	100,000	20,985	120,000
3221 Electronic Notices / Reminders	0	0	0	0
3222 Electricity	170,128	202,195	32,067	248,365
3223 Emergency Management	0	750	750	1,000
3224 Fire Hazard Reduction (Private Land)	12,800	9,000	(3,800)	9,000
3226 Fuel	122,705	148,978	26,273	180,255
3232 Internet, Telephone & Other Communication Charges	27,699	31,286	3,588	34,158
3234 Land Survey Costs	2,900	0	(2,900)	0



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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3236 Legal Fees (Advice etc)	109,227	85,847	(23,380)	102,498
3237 Line Marking	9,564	27,500	17,936	27,500
3240 Municipal Waste (Reserves)	260	0	(260)	0
3241 Operating Capital	74,373	97,125	22,752	101,875
3244 Plant & Motor Vehicle Repairs & Services	102,452	91,915	(10,537)	110,000
3246 Plant Hire - External	17,801	25,892	8,091	33,700
3248 Plant Hire - Internal Usage	37,267	17,142	(20,125)	18,667
3250 Plant Hire Recovered	(113,404)	(116,924)	(3,520)	(118,449)
3252 Plant Registration Fees	40,192	36,966	(3,226)	36,966
3254 Printing	18,339	24,442	6,103	35,873
3256 Recycling Centres	93,663	99,167	5,504	115,000
3258 Registrations, Licenses and Permits	2,200	2,300	100	2,300
3259 CEMETERY Repairs and Maintenance	7,814	9,250	1,436	12,000
3260 Repairs and Maintenance	903,034	1,133,908	230,874	1,268,546
3261 Road Kill Collection Fees	1,201	862	(340)	1,034
3262 Kerbside Green Waste Collection	169,800	132,167	(37,633)	159,000
3263 Kerbside Green Waste Disposal	43,794	41,333	(2,461)	48,000
3264 Kerbside Hard Waste Collection	90,071	90,922	851	129,383
3265 Kerbside Hard Waste Disposal	12,312	13,500	1,188	18,000
3266 Kerbside Recycling Collection	199,457	237,931	38,474	258,677
3267 Kerbside Recycling Disposal	139,069	136,180	(2,889)	162,013
3268 Kerbside Garbage Collection	386,284	408,042	21,758	445,137
3269 Kerbside Garbage Disposal	71,962	77,550	5,588	93,060
3270 Security	20,373	25,743	5,370	30,808
3273 Signage & Guide Posts	47,714	41,425	(6,289)	49,900
3276 Settlement Costs ONLY	23,669	23,766	97	25,016
3278 Stationery & Office Consumables	24,351	30,528	6,177	33,327
3279 Street Bin Collection Contract	186,242	203,167	16,925	230,000
3280 Tools/Equipment Expensed (under \$1,000)	10,159	16,063	5,904	20,500
3282 Tyres	19,140	15,828	(3,312)	18,078
3284 Valuation Expenses	49,900	50,775	875	60,000
3290 Water Charges (Works Order)	110,344	110,683	339	115,216
3292 Wheelie Bin Stabiliser Expenses	0	1,500	1,500	2,000
3299 Materials and Services Total	4,010,855	4,522,059	511,203	5,232,550
3390 Impairment of Debts				
3399 Impairment of Debts Total	0	0	0	0
3400 Depreciation and Amortisation				
3405 Depreciation Expense	4,785,193	4,816,901	31,708	5,249,535
3410 Amortisation Expense	8,658	12,501	3,843	17,779
3415 Amortisation Expense (Right of Use Asset)	1,452	0	(1,452)	0
3499 Depreciation and Amortisation Total	4,795,303	4,829,402	34,099	5,267,314
3500 Finance Costs				
3505 Interest on Loans	94,242	94,241	(1)	105,038
3515 Interest on Overdue Accounts	132	0	(132)	0
3521 Interest Expense (Lease Liability)	44	0	(44)	0
3599 Finance Costs Total	94,418	94,241	(177)	105,038
3600 Other Expenses				
3604 Audit Fees	22,750	31,380	8,631	31,380
3606 Audit Panel Expenses	5,250	5,250	0	7,000
3608 Bad & Doubtful Debts	0	0	0	0



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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3612 Bank Fees & Charges	36,294	44,405	8,110	48,405
3616 Bank Fees Recovered	(1,436)	(2,200)	(764)	(2,400)
3620 Cashiers Rounding Adjustments	(19)	69	88	75
3624 Commissions Paid	17,082	18,166	1,085	21,800
3636 Councillor Allowances	129,849	127,875	(1,974)	139,500
3640 Councillor Expenses	487	3,500	3,013	4,500
3644 Councillor Vehicle Allowance	5,089	5,000	(89)	6,000
3656 Deputy Mayors Allowance	13,704	13,496	(208)	14,723
3660 Dog Pound & Other Animal Management Expenses	3,910	4,950	1,040	5,400
3661 Dog Home & Vet Fees	968	2,750	1,782	3,000
3664 Donations and Section 77 Expenses	39,370	59,920	20,551	78,591
3668 Election Expenses	6,234	7,592	1,358	7,592
3672 Employee Sub, Licences and Memberships	72,448	76,731	4,283	76,881
3676 Functions & Programs	4,617	7,518	2,901	16,350
3680 Excess Payable on Insurance Claims	3,703	2,250	(1,453)	3,000
3688 Food & Beverages	3,120	3,117	(3)	3,400
3692 General Insurance	92,087	92,088	0	92,088
3704 Government Contribution (Voluntary)	386,587	386,587	0	515,450
3712 Immunisations	527	4,875	4,348	5,000
3720 Land Tax	58,634	57,595	(1,039)	57,595
3724 Mayor's Allowance	36,066	35,519	(547)	38,748
3731 NRM Expenses	11,699	35,667	23,968	45,000
3732 Motor Vehicle Insurance	27,873	28,275	402	28,275
3736 Other roundings	4	18	14	22
3740 Other Sundry Expenses	3,248	4,483	1,235	4,653
3744 Photocopier Leases & Operating Costs	11,840	19,467	7,627	24,200
3748 Postage	35,308	47,616	12,308	55,500
3752 Public Liability Insurance	146,161	146,161	(0)	146,161
3760 Reference Materials	0	750	750	1,000
3768 Sampling, Testing and Monitoring	4,544	6,768	2,224	14,000
3770 Storage Costs	969	1,200	231	1,440
3771 SERDA Internal Organisational Support	0	0	0	0
3784 Voluntary Contributions	10,443	10,658	215	10,658
3799 Other Expenses Total	1,189,410	1,289,870	100,460	1,505,486
3990 EXPENSES TOTAL	15,774,239	16,667,231	892,992	18,816,768
3995 (SURPLUS)/DEFICIT	(5,019,266)	(5,029,002)	(9,736)	(5,578,639)



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

	NOTES	ACTUAL YTD	BUDGET YTD	VAR	FULL YEAR BUDGET
INCOME					
RECURRENT INCOME					
Rates and Charges	1	14,745,012	14,676,450	68,562	14,677,679
Statutory fees and fines	2	707,779	664,833	42,946	719,831
User Fees	3	695,699	557,953	137,746	651,266
Grants Operating	4	1,189,759	1,167,512	22,247	1,167,512
Contributions received	5	96,578	84,483	12,095	91,983
Interest	6	156,235	149,476	6,758	170,215
Other income	7	563,864	561,569	2,295	645,667
Investment income from TasWater	8	81,000	0	81,000	0
		18,235,925	17,862,276	373,649	18,124,154
EXPENSES					
Employee benefits	9	5,684,253	5,931,660	247,407	6,706,382
Materials and services	10	4,010,855	4,522,059	511,203	5,232,550
Depreciation and amortisation	11	4,795,303	4,829,402	34,099	5,267,314
Finance costs	12	94,418	94,241	(177)	105,038
Other expenses	13	1,189,410	1,289,870	100,460	1,505,486
TOTAL EXPENSES		15,774,239	16,667,231	892,992	18,816,768
OPERATING SURPLUS/(DEFICIT)		2,461,686	1,195,045	1,266,641	(692,614)
CAPITAL INCOME					
Grants Capital	14	2,034,789	3,682,972	(1,648,183)	6,120,268
Contributions - non-monetary assets	15	929,202	0	929,202	0
Net gain/(loss) on disposal	16	(406,410)	150,985	(557,395)	150,985
Share of Interests in JVs	17	0	0	0	0
TOTAL CAPITAL INCOME		2,557,580	3,833,957	(1,276,377)	6,271,253
SURPLUS/(DEFICIT)		5,019,266	5,029,002	(9,736)	5,578,639

SORELL COUNCIL
STATEMENT OF FINANCIAL POSITION
As At May 2021

	Actual 2020/2021	Actual 30 June 2020	Movement
ASSETS			
Current Assets			
Cash and Cash Equivalents	4,293,984	4,468,175	(174,191)
Investments	5,768,246	6,891,472	(1,123,226)
Trade and Other Receivables	755,300	840,416	(85,116)
Inventories	50,699	49,460	1,240
Other Assets	56,477	204,214	(147,737)
Total Current Assets	10,924,706	12,453,737	(1,529,030)
Non-Current Assets			
Trade and Other Receivables	34,089	41,170	(7,081)
Assets Held for Sale	1	100,001	(100,000)
Intangible Assets	306,019	314,677	(8,658)
Property, Infrastructure, Plant and Equipment	259,775,346	263,877,741	(4,102,395)
Work in Progress	9,543,176	828,123	8,715,052
Investments	25,571,446	25,571,446	-
Other Non-Current Assets	-	1,452	(1,452)
Total Non-Current Assets	295,230,077	290,734,611	4,495,466
TOTAL ASSETS	306,154,783	303,188,348	2,966,435
LIABILITIES			
Current Liabilities			
Trade and Other Payables	316,341	646,240	(329,900)
Trust Funds and Deposits	852,775	775,671	77,104
Interest Bearing Loans & Borrowings	29,291	272,731	(243,440)
Provisions	1,320,957	1,258,671	62,286
Contract Liabilities	621,238	838,321	(217,083)
Other Current Liabilities	-	1,459	(1,459)
Total Current Liabilities	3,140,602	3,793,093	(652,492)
Non-Current Liabilities			
Interest Bearing Loans & Borrowings	1,907,212	1,907,212	-
Provisions	356,451	356,451	-
Contract Liabilities	-	-	-
Other Current Liabilities	-	-	-
Total Non-Current Liabilities	2,263,663	2,263,663	-
TOTAL LIABILITIES	5,404,265	6,056,756	(652,492)
Net Assets	300,750,518	297,131,592	3,618,927
EQUITY			
Accumulated Surplus	106,353,699	101,334,434	5,019,266
Reserves	194,396,819	195,797,158	(1,400,339)
Total Equity	300,750,518	297,131,592	3,618,927

**SORELL COUNCIL
STATEMENT OF CASH POSITION
As At May 2021**

	\$
Opening Balance Cash at Bank & Investments	11,359,647
Closing Balance Cash at Bank & Investments	10,062,231
Cash Movement Year to Date	<u>1,297,417</u>
 <i>Represented by:</i>	
Net Surplus / (Deficit)	5,019,266
Add: Depreciation	4,795,303
Net Cash Surplus / (Deficit)	<u>9,814,569</u>
Loan Repayments	(243,440)
Capital Expenditure (per capital report)	(8,715,052)
Capital Expenditure - Asset (Purchases) / Disposals	(692,908)
Balance Sheet Movements	(1,460,586)
Cash Movement Year to Date	<u>1,297,417</u>



20/21 SORELL COUNCIL		CAPITAL WORKS BUDGET FOR 2020/2021				
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments
ROADS						
1	Fulham Road	C 21 T 001	seal final 473m gravel section		232,454	
2	Lewisham Road reconstruction	C 21 T 002	North of Stage 1 from 2019/20 - 449m		347,445	
3	Sugarloaf Road reconstruction	C 21 T 003	North of Carlton River Rd - next segment only		404,295	168,148
4	Fulham Road	C 21 T 004	Black Spot project - corner realignment. BS funding. Material supplied from #3 recon job		397,854	53,592
5	Greens Road	C 21 T 005	Reconstruct and 2 coat seal 147 from Vigar Ct		194,386	
				\$	1,781,512	

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20/06/2021 SORELL COUNCIL		CAPITAL WORKS BUDGET FOR 2020/2021				
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial Year	Commitments
	RESHEETING					
6	Kellevie Road	C-21-T-006	100mm new gravel		140,004	-
7	Shrub End Road	C-21-T-007	100mm new gravel		70,409	-
8	Hillcrest Road	C-21-T-008	100mm new gravel		57,130	-
9	Branders Road	C-21-T-009	100mm new gravel		36,939	-
10	Lapreha Road	C-21-T-010	100mm new gravel		40,672	-
11	Nugent Road	C-21-T-011	100mm new gravel		31,978	-
12	Bezzants Road	C-21-T-012	100mm new gravel		24,735	-
13	Bridges Road	C-21-T-013	100mm new gravel		46,193	-

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2007/2021 SORELL COUNCIL							
CAPITAL WORKS BUDGET FOR 2020/2021							
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments	
14	Marion Bay Road	C-21-T-014	100mm new gravel		48,565	-	
15	Connollys Marsh Road	C 21 T 015	100mm new gravel		15,352		
16	Bakers Road	C 21 T 016	100mm new gravel		40,302		
17	Franklins Road	C-21-T-017	100mm new gravel		16,407	-	
18	Webbs Road	C 21 T 018	100mm new gravel		25,685		
19	East Orleton Road	C 21 T 019	100mm new gravel		57,771		
20	Gellibrand Road	C-21-T-020	100mm new gravel		38,816		
21	Gillingbrook Road	C-21-T-021	100mm new gravel		91,125		
				\$	980,300		

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20/2021 SORELL COUNCIL		CAPITAL WORKS BUDGET FOR 2020/2021				
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments
RESEALS						
22	Moomere St Dodges Ferry	C-21-T-022	asphalt overlay		52,044	-
23	Carlton Beach Rd Dodges Ferry	C-21-T-023	asphalt overlay		24,099	-
24	Barclay Crt, Sorrell	C-21-T-024	asphalt overlay		30,001	-
25	Dodges Crt, Sorrell	C-21-T-025	asphalt overlay - was previously seg 2 & 3		26,196	-
26	Mercer Crt, Sorrell	C-21-T-026	asphalt overlay		25,524	-
27	Nash St, Sorrell	C-21-T-027	asphalt overlay		17,829	-
28	Weston Hill Rd, Sorrell	C-21-T-028	asphalt overlay		68,881	-
29	Weston Hill Rd, Sorrell	C-21-T-029	asphalt overlay		48,269	-

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2005/2021
SORELL COUNCIL
CAPITAL WORKS BUDGET FOR 2020/2021

Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments
30	Carlton Beach Rd, Dodges	C-21-T-030	asphalt overlay		148,561	-
31	Sugarloaf Rd, Forcett	C-21-T-031	7mm reseal		80,841	-
32	Oakview C/T, Sorell	C-21-T-032	10mm reseal		10,993	-
33	Sugarloaf Rd, Carlton River	C-21-T-033	7mm reseal		19,331	-
34	Sugarloaf Rd, Forcett	C-21-T-034	7mm reseal		50,498	-
35	Penna Road, Midway Pt	C-21-T-035	7mm reseal		22,876	-
36	Penna Road, Midway Pt	C-21-T-036	asphalt overlay		152,411	-
37	Weston Hill Rd, Sorell	C-21-T-037	asphalt overlay		9,694	-
				\$ 896,849		

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2020/2021 SORELL COUNCIL		CAPITAL WORKS BUDGET FOR 2020/2021				
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments
STORMWATER						
38	Municipality	C-21-S-001	Grate replacement		21,981	-
39	Widdien Rd	C-21-S-003	Pipe x 2 & headwalls renewal		-	-
40	Municipality	C-21-S-004	Pit renewal		-	-
41	Municipality	C-21-S-005	Minor works to be capitalised		67,506	-
42	Fifth Ave - D/Ferry	C-21-S-006	K&G and SW drainage		86,838	-
43	Eighth Ave - D/Ferry	C-21-S-007	K&G and SW drainage		164,754	-
44	Weston Hill Rd	C-21-S-008	K&G associated with reseal job #28		30,884	-

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2020/2021 SORELL COUNCIL						
CAPITAL WORKS BUDGET FOR 2020/2021						
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial Year	Commitments
45	Blue Lagoon - Dodges Ferry	C-21-S-009	Storm Water upgrade projects (Improved infrastructure and reduced risk of flooding)		8,032	10,473
46	Gatehouse Drive/Tarbook Court Sorell	C-21-S-010	Storm Water upgrade projects (Improved infrastructure and reduced risk of flooding)		82,094	-
47	Clover Court - Carlton River	C-21-S-011	Storm Water upgrade projects (Improved infrastructure and reduced risk of flooding)		99,668	-
48	Bingham Street - Dodges Ferry	C-21-S-012	Storm Water upgrade projects (Improved infrastructure and reduced risk of flooding)		27,859	1,500
49	Merrine Street - Primrose Sands	C-21-S-013	Storm Water upgrade projects (Improved infrastructure and reduced risk of flooding)		18,467	-
50	Lewis Court - Lewisham	C-21-S-014	Storm Water upgrade projects (Improved infrastructure and reduced risk of flooding)		-	-

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2020/21 SORELL COUNCIL						
CAPITAL WORKS BUDGET FOR 2020/2021						
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial Year	Commitments
51	Pits and Pipes - Gully Road, Dodges Ferry	C 21 S 015			58,994	
52	Pit, Pipes and outfall Colleen Cres, Primrose	C 21 S 016			49,914	
				\$ 801,190		
FOOTPATHS & KERB						
53	Carlton Beach Rd	C-21-T-038	Replace asphalt footpath with concrete		107,726	-
54	Main Rd (Banjos)	C 21 T 039	Replace pavers with Concrete footpath		21,017	
55	Cole St (Opposite CAC Entrance)	C 21 T 040	Replace pavers with Concrete footpath		47,783	
56	Raynors Rd Turning Circle	C-21-T-041	Concrete Footpath Replacement		22,825	-
57	San Francisco St	C-21-T-042	Replace asphalt footpath with concrete		165,977	

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2020/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2020/2021						
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments
58	Nash Street (Forcett end)	C-21-T-043	Replace pavers with Concrete footpath		66,521	-
59	Penna Rd	C-21-T-044	Replace asphalt footpath with concrete		41,940	-
60	Fitzroy St (Adj Post Office)	C-21-T-045	Replace asphalt footpath with concrete		32,063	-
61	First Ave to Hoffman St	C-21-T-046	Replace 50m asphalt footpath with concrete		27,353	-
62	Penna Foreshore	C-21-T-047	Pedestrian culvert / path - grant funded - 5 received 19/20 - will require licence over Crown Land to be capitalised and creation of asset ID		23,962	-
63	Weston Hill Rd	C-21-T-048	Replace footpath associated with resal Job #28		40,691	-
64	Bus Stop Works (DSG)	C-21-T-049	Location and installation of a plinth, footing and concreting (Station Lane/Main Road Sorrell)		4,400	-

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2020/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2020/2021						
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial Year	Commitments
65	Carlton River Road	C-21-T-050	Carlton River Road Asphalt Footpath WO6040 & WO6041		22,638	-
66	Montagu Street & The Circle	C 21 T 051	Vulnerable Road Users grant K&G with footpath and SW drainage		1,723	219,120
67	Tiger Head Road, Dodges Ferry	C-21-T-052	Vulnerable Road Users grant		1,256	179,476
68	Footpath renewal Tasman Hwy, Sorrell	C-21-T-053			59,586	-
69	Dodges Ferry to Carlton Beach	C-21-T-055	Dodges Ferry to Carlton Beach Loop Shared Pathway		1,227	-
70	Brinktop Road, Sorrell	C-21-T-056			139	54,450
71	The Circle, Sorrell	C 21 T 057	The Circle footpath, pedestrian crossing and speed hump construction		312	
				\$	1,171,386	

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20/06/2021

**SORELL COUNCIL
CAPITAL WORKS BUDGET FOR 2020/2021**

Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments
BRIDGE REPLACEMENTS						
72	Woods Road	C-21-BR-001	Replace culverts with bridge		184,967	-
73	Burdons Road	C 21 BR 002	Replace culverts with bridge		179,159	-
74	Tigerhead Rd Jetty	C-21-BR-003	Nth side steps to beach		8,921	-
75	Solar lighting at Jetties	C 21 BR 004	MAST Grant solar lighting at Jetties Sorrell Municipality		19,783	-
				\$ 377,497		
BUILDINGS						
76	Sorell Memorial Hall	C-21-B-001	sand & renew floor protection		-	-
77	Sorell Memorial Hall	C-21-B-002	Painting exterior - brought forward from 21/22		-	-
78	Pembroke Park	C-22-PRELU-M-PPFUNRM	Preliminary Costs for Pembroke Park Function Room		6,475	1,850
				\$ -		

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2009/2021		SORELL COUNCIL		CAPITAL WORKS BUDGET FOR 2020/2021		
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments
PLANT AND EQUIPMENT						
79	10 yard truck & tray	C-21-P-001	Replacement for Kenworth (Rego B82QT) HF-XX-006 - 10yrs old (FA13009)		628	229,445
80	Slide on Water Tank	C-21-P-002	Replacement - 12+ yr old plastic		-	-
81	Small tipper (Reserves)	C-21-P-003	Replacement for small (suzu tipper (Rego A96FC) HF-XX-003 (KI) (FA13099, 13100, 13101)		53,917	5,455
82	Hercules 8m tipper trailer	C-21-P-004	Rebuild (Reg UTD917) HF-XX-023 (FA13043)		-	-
83	Zero turn	C-21-P-005	New (trade in small ride on)		15,332	-
84	Zero turn Trailer	C-21-P-006	For new zero turn above		6,208	-

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2020/2021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2020/2021						
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial Year	Commitments
85	Stormwater crew cab	C-21-P-007	ML 180-2ERS Maxi lift crane - > 10yr old		15,180	-
86	ATV & Spraying equipment/trailer	C-21-P-008	Spraying walking tracks		20,039	-
87	Sorell Memorial Hall	C-21-P-009	50 x chairs @ \$150		-	-
88	Light Plant	C-21-P-010	3 x utes (KF, MJ, GC) & 5 x cars (2 x pool, SB, JR, SGI)	\$ 732,287	145,332	125,426
	IT					
89	Sorell Memorial Hall	C-21-IT-001	projector and screen		7,835	-
90	Website	C-21-IT-002	TBC dependent on project scope and business improvements/efficiencies	\$ 54,755	10,375	31,125

15/06/2021

2020/2021		SORELL COUNCIL		CAPITAL WORKS BUDGET FOR 2020/2021			
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments	
PARKS & RESERVES							
91	Municipality	C-21-LI-001	Seat replacement		8,429	1,200	
92	Pembroke Park Skate Park	C-21-LI-002	Demolish concrete shelters and install 5m x 5m carpet and seating		30,785	-	
93	Inlay St	C-21-LI-003	Replacement rusted exercise equipment		10,100	-	
94	Primrose Play ground	C-21-LI-004	Shade sail		20,955	-	
95	Vancouver Park	C-21-LI-005	Replace Scale see saw		7,919	-	
96	Pembroke Junior Oval	C-21-LI-006	Infill fencing wire		10,250	-	
97	Dodges Skate Park	C-21-LI-007	Shelter & seats		17,183	-	
98	St George's Square	C-21-LI-008	Gordon St frontage fence replacement		12,148	-	

15/06/2021

2020/2021		SORELL COUNCIL		CAPITAL WORKS BUDGET FOR 2020/2021		
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments
99	Copping Cemetery	C-21-LI-009	Cemetery Columbarium Wall		1,332	-
100	Snake Hollow Stage 2 Expand play area	C-21-LI-010	Works in Stage 2 include further expansion of play areas including installation of play equipment, such as swing sets and nature based exercise facilities. (Refer C 20 LI 010 Row 120)		250	9,812
101	Sorell Skate Park	C-21-LI-011	Upgrade of the Sorell Skate Park			
				\$		360,081
OTHER						
102	Municipality	C-21-LAND-001	Various Land Improvement minor jobs to be capitalised		10,960	0
103	47 Cole Street	C-21-PRELIUM 47COLEST	Costs associated with future subdivision at 47 Cole Street			0
104	Pembroke Park	C-21-PEMPARK-001	Construction of car parking and landscaping for the newly constructed unisex change rooms at Pembroke Park Sporting Precinct.		150,668	-

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206/021 SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2020/2021						
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments
105	Pembroke Park	C-21 -PEMPARK-002	To install street (access road) and car park lighting to comply with AS/NZS1158.3.1:2020 standards for a new stadium facility at Pembroke Park Sporting Precinct.			
106	C-22-PRELIM-LEWISHAM	C-22-PRELIM-LEWISHAM	Preliminary Costs For 2021-22 Jobs - Lewisham Rd - Realignment of Fools Corner		5,600	36,000
107	Marion Bay - Cliffords Hill	C-21 -T-054	Guardrail (currently in GL 3273.53) to be moved to be capitalised. Relates to work at Marion Bay, Clifford Hill.		12,922	
108	Sorell Arts Centre	C-22-PRELIM-ARTCENTR	2021/2022 Sorell Arts Centre Prelim Costs (e.g. concept drawing)	\$ 246,366		555

108 00000

2009/2021		SORELL COUNCIL		CAPITAL WORKS BUDGET FOR 2020/2021		
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments
CARRYOVERS FROM 2019/2020						
109	Pembroke Park C 20 B 003	C 20 B 003			967,053	76,336
110	Pembroke Park - C-20-PemPark-Civil	C-20-PemPark-Civil			451,802	-
111	CAC Western boundary & Hwy - C 20 S 007	C 20 S 007			1,237,124	237,091
112	Marchwell Road C 20 BR 001	C 20 BR 001			20,123	664
113	Pembroke Stadium - C-20-PemPark-Stadium	C-20-PemPark-Stadium			2,465,587	5,291,452
114	CCTV camera replacement & network infrastructure C-20-IT-002	C-20-IT-002			1,977	-

30 JUN 2021

2020/2021		SORELL COUNCIL		CAPITAL WORKS BUDGET FOR 2020/2021		
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments
115	Railway Carriage Shed - C-20-B-004	C-20-B-004			16,598	-
116	Dunalley Golf Club - C-20-LI-012	C-20-LI-012			37,082	-
117	Midway Point - C-20-S-008	C-20-S-008			-	-
118	Weston Hill Rd - C-20-VRU-001	C-20-VRU-001			17,673	-
119	Memorial Hall Supper Room - C-20-B-002	C-20-B-002			3,815	-
120	Navision Upgrade - C-20-IT-005	C-20-IT-005			40,765	15,000
121	Snake Canyon Stage 1 - C-20-LI-010	C-20-LI-010			5,949	35,157

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2007/2021
SORELL COUNCIL
CAPITAL WORKS BUDGET FOR 2020/2021

Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2020/21	This Financial year	Commitments
122	Tarbook Court C-20-S-006	C-20-S-006			6,000	-
123	LED streetlights	C 18 P 005			130,685	
123	Hot Site Backup Server Replacement	C 20 IT 004			95	
124	C-22-PRELIM-SWPROGRAM	C-22-PRELIM-SWPROGRA			27,764	7,000
125	C-21-PRELIM	C-21-PRELIM		\$	8,216,703	
Budget less Carry Forwards				\$	7,402,223	
TOTAL BUDGET				\$	15,618,926	6,637,655

2007/2021



Sorell Council - Cash on Hand as at 31 May 2021

Financial Institution	Product	Deposit Date	Maturity Date	Face Value	Interest rate
ANZ Term Deposit	9 Month Term Deposit	9/03/2021	9/12/2021	\$ 1,753,438	0.55%
Bendigo Bank Term Deposit	12 Month Term Deposit	6/06/2020	6/06/2021	\$ 1,500,000	1.15%
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%
CBA Investment Account	At Call			\$ 3,003,664	0.20%
CBA Special Purpose Account	At Call			\$ 1,041,615	0.20%
CBA Operating Account	Current			\$ 140,509	0.00%
Tascorp Investment	24 Hour Call			\$ 37,917	0.10%
Various Petty Cash and Floats	In house			\$ 1,600	N/A
Various Halls Bank Balances				\$ 68,680	N/A
Total Funds Available				\$ 10,062,231	

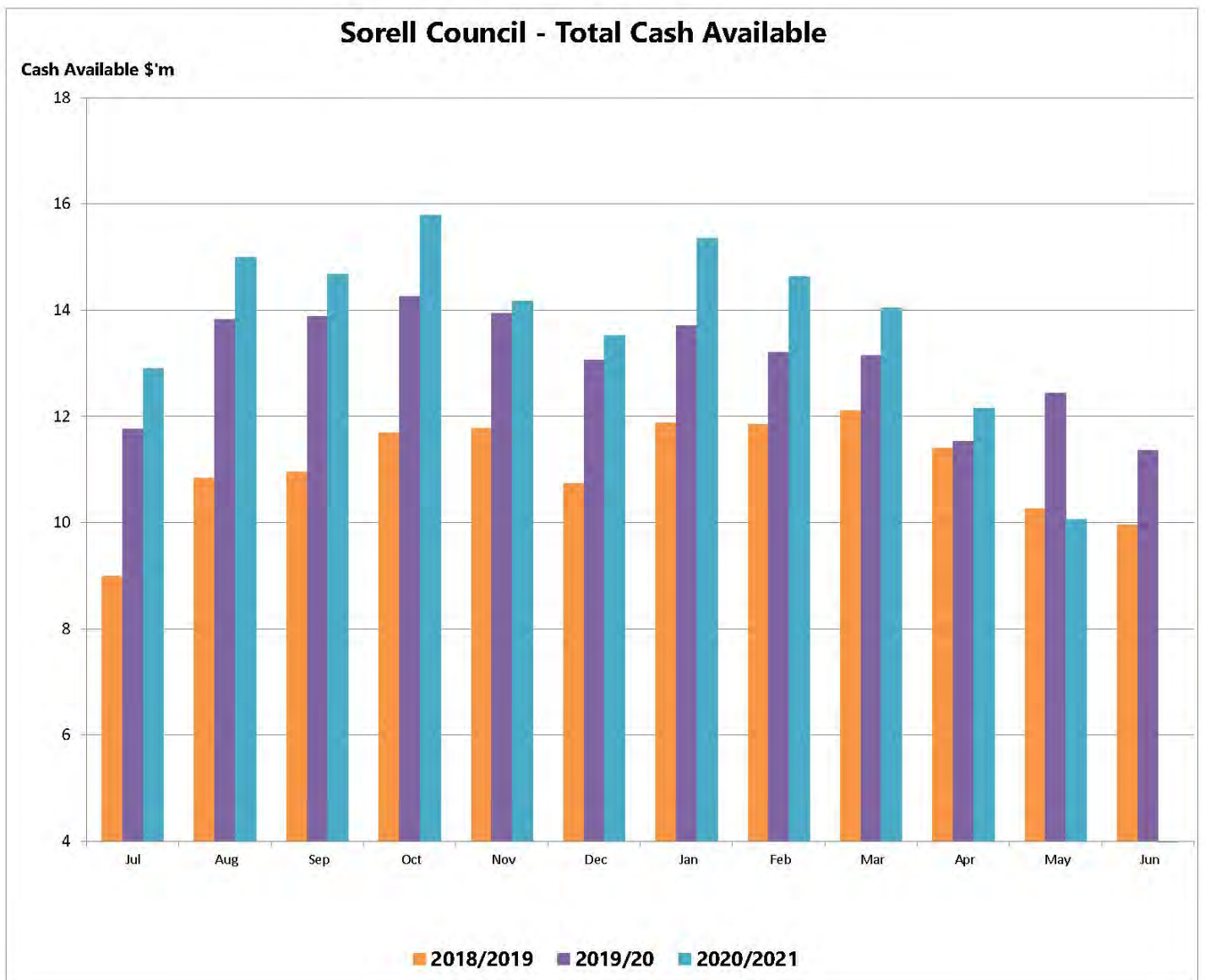
Investments which matured during the month and were not reinvested:

ANZ Term Deposit	6 Month Term Deposit	17/11/2020	17/05/2021	\$ 1,156,951	0.31%
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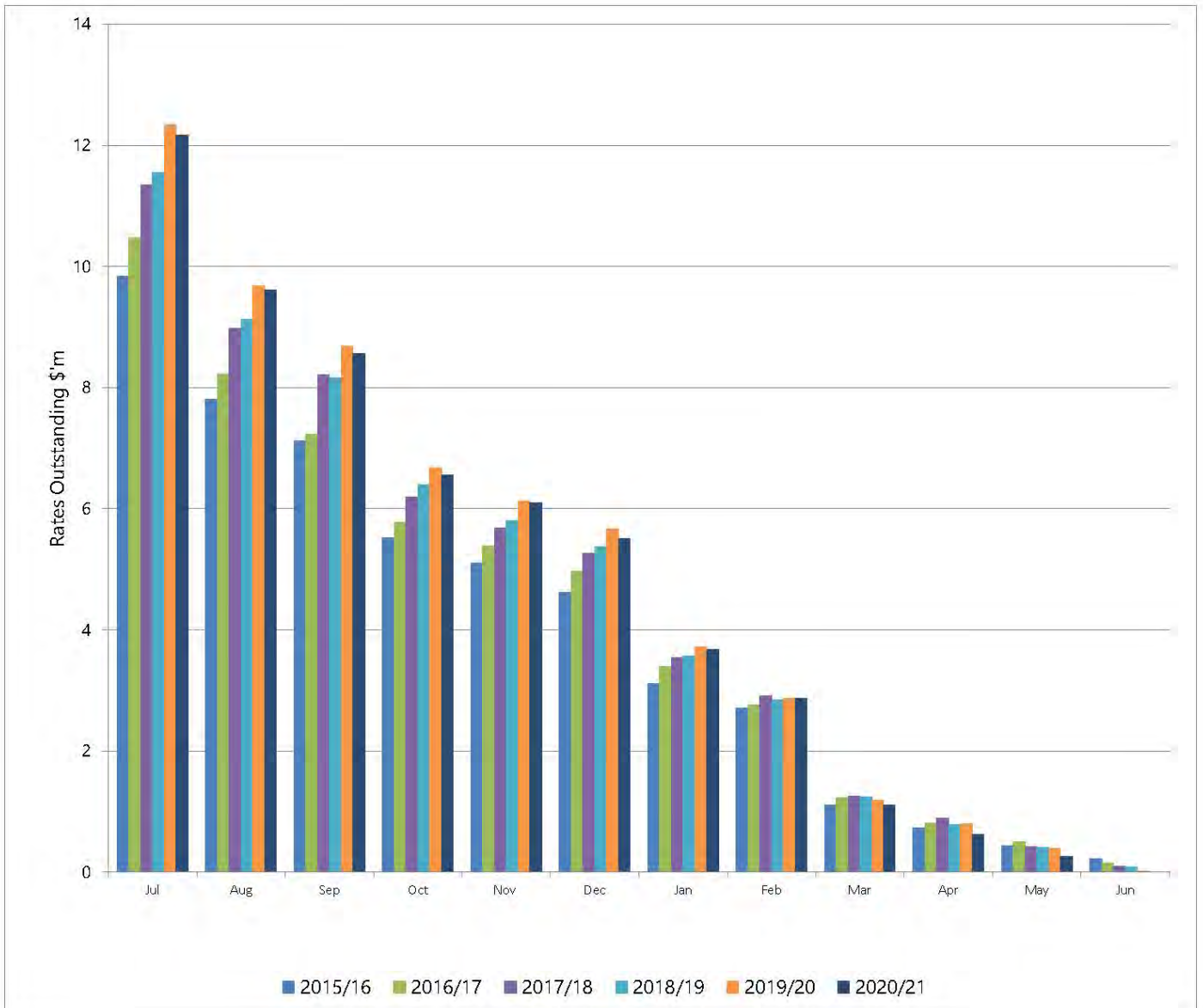
The above investments have been made in accordance with Sorell Council's Investment Policy (Resolution Number 84/2019).



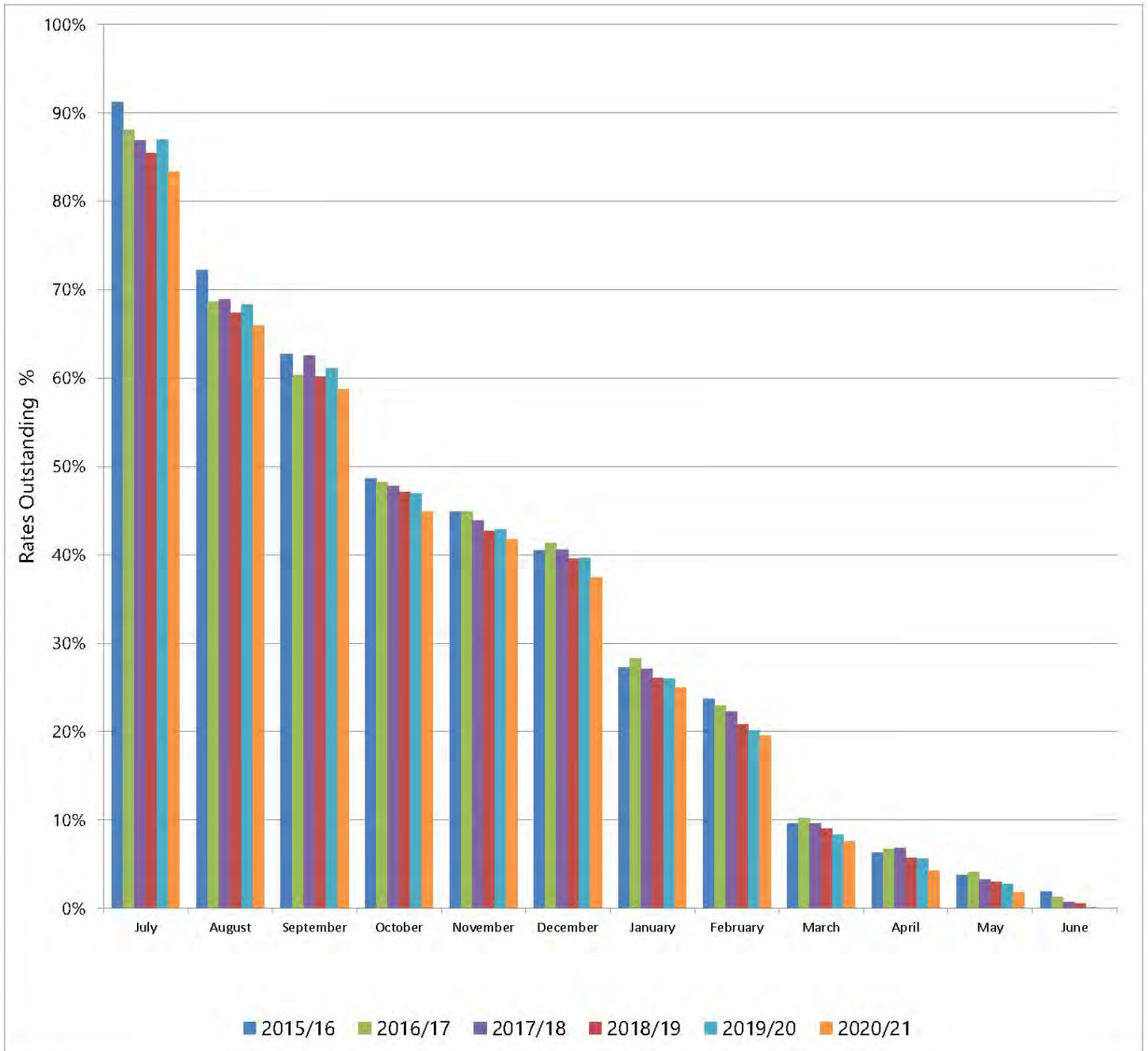
**SORELL COUNCIL
TOTAL CASH AVAILABLE**



**SORELL COUNCIL
OUTSTANDING RATES BY MONTH**



SORELL COUNCIL OUTSTANDING RATES BY MONTH



13.6 FINANCIAL HARDSHIP ASSISTANCE POLICY

^

RECOMMENDATION

“That Council resolve to continue to offer and implement the revised Financial Hardship Assistance Policy, inclusive of the Application for Financial Hardship Assistance form and carry out an annual review by June 2022.”

STEPHANIE PERRY
MANAGER FINANCE

Date: 8 June 2021

Attachment (17)





FINANCIAL HARDSHIP ASSISTANCE POLICY

TITLE:	Financial Hardship Assistance Policy
RESPONSIBLE OFFICER:	General Manager
APPROVED BY COUNCIL:	21 April 2020
RESOLUTION NO:	45/2020, 56/2020
AMENDED ON	June 2021
RESOLUTION NUMBER:	XX/2021
REVIEW DATE	June 2022



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1 Introduction

1.1 Purpose

The purpose of the Financial Hardship Policy (“Hardship Policy”) is to enable Council to provide assistance to community members who are suffering financial hardship by providing an appropriate level of relief from Local Government rates.

1.2 Scope

1.2.1 Application and Intent

The Hardship Policy applies to:

- Ratepayers experiencing genuine and serious financial hardship and needing assistance to meet both their basic needs and their rate payment obligations to Council.
- Commercial/business ratepayers within the Commercial Land Use Category who are experiencing hardship due to the loss of operating revenue or reduced disposable income.

The Hardship Policy is not intended to be used to maintain financial positions for those who do not need it and are not genuinely impacted by serious financial hardship.

The Hardship Policy applies only to Council rates and charges levied in accordance with Part 9 – Rates and Charges of the *Local Government Act 1993*. The Hardship Policy does not apply to rates or fees collected on behalf of other authorities in accordance with section 88 of the *Local Government Act 1993*, such as fire service contributions collected pursuant to section 79B of the *Fire Service Act 1973*.

1.2.2 Background

The Hardship Policy was developed and implemented during the 2020 COVID-19 coronavirus pandemic that spread across the world. To respond to the disease, governments around the world shut down social activities and interaction to prevent transmission, which necessarily caused significant impacts on many economic activities and transactions. As a result, many people have lost jobs, their clients or their business, destroying incomes and spending. Council is determined to assist those most critically impacted by the economic slowdown caused by the pandemic with a robust and fair hardship policy.

Despite this, serious financial hardship can occur at any time, so the Hardship Policy is designed to address a range of circumstances.

1.3 Principles

The Hardship Policy will be applied in accordance with the following principles:

- (1) Consistent, equitable and respectful treatment of all residents and ratepayers that is sensitive to their specific circumstances.
- (2) Maintaining Council’s ability to provide essential services to our community through appropriately applied rating.

- (3) Assisting ratepayers who are suffering serious financial hardship, so that they may overcome these circumstances and return to financial stability and contributing equitably to local services.
- (4) Ensuring that those able to contribute to local services, continue to do so.
- (5) Minimising the opportunity for misuse, exploitation or fraud by ensuring decisions made to provide special relief or assistance are supported by sufficient evidence.
- (6) Maintaining confidentiality and privacy of applicants and ratepayers, their applications and any information provided.

An additional principle applies to Commercial/Business ratepayers:

- (7) Proportionality – namely, that any agreed arrangements will take into account both individual and community wide circumstances (such as the COVID-19 pandemic) on commercial ratepayers, with specific regard to their revenue, expenses, and profitability.

2 Related Policies and Legislation

The Hardship Policy relates to and depends on other Council policies, as well as Tasmanian Government legislation, including:

- *Local Government Act 1993*, Part 9 – Rates and Charges¹, particularly:
 - Section 86A – General principles in relation to making or varying rates
 - Sections 125-127 – Postponement of payment
 - Section 128 – Late payments
 - Section 129 – Remission of rates
- *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020*²
- *COVID-19 Disease Emergency (Commercial Leases Code) Act 2020*
- Rates and Charges Policy (pursuant to section 86B of the *Local Government Act 1993*).

2.1 Policy Review and Update Cycle

The Hardship Policy is to be reviewed annually in June of each year.

3 Policy

3.1 Genuine Financial Hardship

According to the Australian Taxation Office (ATO)³, individuals are considered to be in serious hardship when they are unable to provide the following for themselves, their family or other dependants:

- (1) Food;
- (2) Accommodation;

¹ See: <https://www.legislation.tas.gov.au/view/html/inforce/current/act-1993-095#HP9@HD9@EN>

² See: <https://www.legislation.tas.gov.au/view/whole/html/inforce/current/act-2020-011>

³ See: <https://www.ato.gov.au/General/Financial-difficulties-and-serious-hardship/Individuals-with-serious-hardship/>

- (3) Clothing;
- (4) Medical treatment;
- (5) Education;
- (6) Other basic necessities.

A number of factors can contribute to or trigger serious financial hardship, including:

- (1) Loss of employment of the property owner, family member or household primary income earner;
- (2) Serious illness, including physical incapacity, hospitalization, or mental illness of the property owner or family member;
- (3) A natural disaster;
- (4) A public health emergency or declared state of emergency;
- (5) Family tragedy;
- (6) Family breakdown;
- (7) Financial misfortune;
- (8) Other serious or complicating circumstances.

Community wide issues and circumstances, such as the COVID-19 pandemic, may impact financial hardship, but hardship is always assessed at an individual level, and requires reviewing personal circumstances.

Serious financial hardship involves both low income/cash flow and a low asset base. Personal property portfolios beyond a primary residence or a business's primary operating space can be employed to improve an applicant's cash flow and financial sustainability.

3.2 Evidence of Financial Hardship

Applicants will need to provide evidence of their circumstances of financial hardship to justify Council's special consideration of their case. The type of evidence required will depend on your circumstances and may include one or more of the following:

- Evidence of you qualifying for Job Seekers support;
- Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment;
- A statutory declaration from an appropriate and independent professional, familiar with the applicant's circumstances (e.g. a family doctor for health-related evidence, a bank official, insurance policy manager, etc.);
- Pending disconnection of essential services, like water, electricity, gas (does not include mobile phone or internet bills);
- Notice of impending legal action;
- Letter from charitable organisation regarding loss of employment or inability to provide for basic necessities;
- Bank notice for example, overdraft call or mortgaged property repossession;
- Employer notice of redundancy or termination of employment;
- Overdue medical bills;



- Letter from doctor verifying the inability to earn an income due to illness or caring for a sick family member;
- Final notice from school regarding payment of mandatory fees;
- Funeral expenses;
- Repossession notice of essential items, like a car or motorcycle;
- Other documentation demonstrating that your experiencing financial hardship; and
- Information on current weekly income and expense details (for rates remission relief only).

In addition to the evidence listed above, for Commercial/Business ratepayers, evidence may also include, for example, one or more of the following:

- Evidence of your business qualifying for the JobKeeper support package;
- Details of closure - including Government enforced closure as a requirement of COVID-19;
- Tenant correspondence requesting relief (if applicable);
- Accountant or bank statements and notices;
- Statutory Declaration from an independent professional, familiar with your circumstances;
- Evidence of the quantum of revenue lost (due to COVID-19), compared to the same period in the previous year; and
- Other documentation demonstrating that your business is experiencing financial hardship.

All arrangements to support businesses will be proportionate to the evidence of hardship provided.

Businesses eligible for the JobKeeper Program will automatically be treated as experiencing genuine financial hardship.

3.3 How Council Can Help

The *Local Government Act 1993* provides Council with three methods of rate relief:

- (1) Postponing rate payments (sections 125-127);
- (2) Remission of late payment penalties or interest (section 128); and
- (3) Remission of rates (section 129).

3.3.1 Postponing Rate Payments – Deferral Arrangements

In confirmed cases of financial hardship, Council may choose deferral of individual rates payments within a defined period, in whole or in part, to be paid back at a later date, subject to any conditions Council determines. The deferral arrangement applies to specified payments and other rate payments are not affected and continue to accrue as normal.

The terms of rate deferral arrangements will be proportionate to the applicant's demonstrated financial hardship circumstances, so supplying sufficient evidence of these circumstances is important for developing the appropriate terms.

Rate payment deferrals approved under this section are typically deferred by 3 months. However, rate deferral arrangements can only defer individual payments up to a maximum of two (2) years and only in the most serious circumstances.

In response to the COVID-19 pandemic, Council will approve deferral arrangements up to 30 June 2022, for ratepayers meeting hardship requirements.

All deferred payments must be repaid as specified in accordance with the deferral arrangement, otherwise regular late payment penalties and/or interest will apply.

Ratepayers who are subject to a deferral arrangement who overcome their financial hardship circumstances are encouraged to begin repaying their deferred rates payments as early as they are able.

Note that Council may revoke any postponement of rates payments at any time, in accordance with section 127 of the *Local Government Act 1993*, by giving 60 days notice in writing to the ratepayer.

3.3.2 Remitting Late Payment Penalties and Interest

For typical circumstances that are not of financial hardship, rates must be paid by the due date and Councils may charge a penalty or daily interest or both for each late payment. However, for confirmed cases of financial hardship, Council may waive either the applicable late payment penalties, or the interest accumulated, or both, for a specified period that relates to the period of financial hardship.

Council will not charge any late payment penalties or interest for late rate payments during the COVID-19 state of emergency (up to 30 June 2022), for ratepayers meeting hardship requirements.

3.3.3 Remitting Rates

Remission of any rates, late payment penalties or interest, in part or in full, is reserved only for the most serious and exceptional of financial hardship cases. Even in these cases, deferral of rate payments must be applied for and granted first, before an application for rates remission can be considered.

After the applicant has entered into a deferral arrangement with Council, the applicant may apply for remission of rates. The application must demonstrate:

- (1) Financial hardship;
- (2) Exceptional and serious circumstances;
- (3) How the applicant's exceptional financial hardship circumstances make the maximum term deferral arrangement under section 3.3.1 unfeasible and unreasonable to fulfil; and
- (4) How enforcing fulfilment of the maximum term deferral arrangement would only deepen the seriousness of applicant's financial hardship and critically impact their ability to provide for the basic living necessities (food, accommodation, clothing, medical treatment) of the applicant and dependents.

In the interests of community fairness and equity, wherever possible and appropriate in determining rates remission applications:

- (1) Deferral arrangements are preferable to rates remission;
- (2) Amounts or proportions of rates to be remitted are to be minimised, for example, below \$1000 or 50%; the remainder subject to payment arrangements;
- (3) Instances of rates remission are to be minimised to no more than one rates remission per applicant.

4 Applications

4.1 Applying for Financial Hardship Assistance

To seek financial hardship assistance from Council, an application must be made in writing, addressed to the General Manager, and submitted as follows:-

- Emailed to sorell.council@sorell.tas.gov.au ; or
- Mailed to: PO Box 126, Sorell, 7172.

Applications must:

- Demonstrate and provide evidence for financial hardship and circumstances (see section 3.2 – Evidence of Financial Hardship);
- Describe the type of assistance sought, being:
 - Postponing rate payments (a deferral arrangement);
 - Postponing or waiving late payment penalties or interest;
 - Remitting rates, late payment penalties or interest, in part or in full;
- Address the requirements of the relevant subsections of section 3.3 – How Council Can Help.

4.2 Assessing Applications

Applications for deferral arrangements must be decided by:

- (1) For amounts less than \$2,500 – the Manager Finance and Information; or
- (2) For amounts of \$2,500 or greater – the General Manager.

Applications for remission of any rates or late payment penalties or interest charges must be decided by Council and require absolute majority to be approved in accordance with the

Local Government Act 1993. However, Council has current delegations for specific remission decisions subject to them complying with any adopted Policy. The Hardship Policy provides the framework for the exercise of this limited delegation.





PO Box 12 Telephone 03 6269 0000
 47 Cole Street Fax 03 6269 0014
 SORELL TAS 7172 sorell.council@sorell.tas.gov.au
 ABN 12 690 767 695 www.sorell.tas.gov.au

Application for Financial Hardship Assistance

If you are a Sorell Council ratepayer you may be eligible for hardship assistance in the payment of overdue rates and charges¹ where you are experiencing genuine and serious financial hardship.

Ratepayers and tenants are encouraged to apply for assistance as soon as possible².

For further information, see Sorell Council Financial Hardship Assistance Policy.

Applicant Information

This application is to apply the following concession(s) on the basis of financial hardship

(Please select at least one):

- Postponing rate payments (extension of time)
- Waiver of late payment penalties or interest for the period of financial hardship
- Rates remission.

Remission of any rates is reserved only for the most serious and exceptional of financial hardship cases. Even in these cases, deferral of rate payments must be applied for and granted first, before an application for rates remission can be considered.

If you are applying for assistance for more than one property you must complete an application for each property, as the nature, type and ownership of each may differ.

-
1. This application applies only to Council rates and charges levied in accordance with Part 9 – Rates and Charges of the *Local Government Act 1993*.
 2. Applications for assistance on residential investment properties will not be considered.

The following questions are designed to provide the Council with as much information as possible to assist in the application assessment process.

Name of the Property Owner(s):

Name of Applicant:

Please tell us why you are applying for hardship assistance:

Is this application being made as a result of the COVID-19 Pandemic? Yes No

Are you the owner of the property? Yes No

For what type of property are you applying? Residential Commercial

For Residential property – is this property your primary place of residence? Yes No

If your answer is No, please specify the primary purpose of the residential property below:

.....

.....



Rateable Property Details (information as it appears on your rates notice):

PID	<input type="text"/>		
Street Address	<input type="text"/>		
Address Line 2	<input type="text"/>		
Suburb	<input type="text"/>	Postcode	<input type="text"/>

Please provide details of how we can contact you:

Name	<input type="text"/>		
Phone number/s	<input type="text"/>		
Email address	<input type="text"/>		

For Residential Property Applications ONLY:

To assist with the assessment process, please attach documentary evidence to assist us to review and assess your hardship application.

Please include one or more of the following:

Note: as much supporting documentation as possible should be provided.

- Evidence of you qualifying for Job Seeker support.
- Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment.
- A statutory declaration from an independent professional, familiar with your circumstances.
- Notice of impending legal action.
- Employer notice of redundancy or termination of employment.
- Letter from charitable organisation regarding loss of employment or inability to provide for basic necessities.
- Accountant or bank statements and notices.
- Overdue medical bills.
- Letter from doctor verifying inability to earn an income due to illness or carer responsibilities.
- Funeral expenses.
- Final notice from school regarding payment of mandatory fees.
- Repossession notice of essential items, like a car or motorcycle.
- Other documentation demonstrating that you are experiencing financial hardship (please describe below):

For Residential Property Applications – RATES REMISSION RELIEF OPTION ONLY

Current Weekly Income Details:

Pension or other government benefit (complete details below)	\$ <input type="text"/>
Compensation/Superannuation/Insurance or Retirement income	\$ <input type="text"/>
Spouse or partners income (if applicable)	\$ <input type="text"/>
Other income (rental income, child support)	\$ <input type="text"/>
Interest from banks and financial institutions	\$ <input type="text"/>
Total weekly income	\$ <input type="text"/>

Pension/Benefit details (if applicable):

Type of Pension/Benefit	<input type="text"/>
DVA or CRN Number	<input type="text"/>
Date of Issue	<input type="text"/>
Expiry	<input type="text"/>
Do you have a current pensioner remission on your rates?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Current Weekly Expenses:

Mortgage(s)	\$ <input type="text"/>
Other loans/credit cards	\$ <input type="text"/>
Utilities	\$ <input type="text"/>
Insurance(s)	\$ <input type="text"/>
Other living expenses	\$ <input type="text"/>
Total weekly expenses	\$ <input type="text"/>



For Commercial Property Applications ONLY:

Company Name:

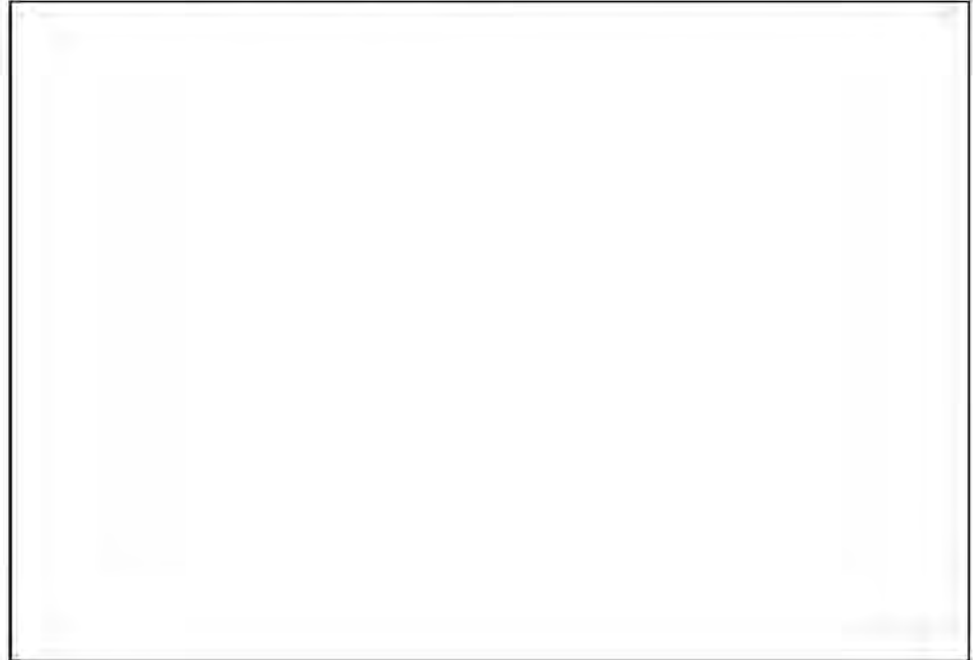
Who is currently paying rates for this property?

Is the property a rental property?

Yes No **Please attach documentary evidence to assist us to review and assess your hardship application****Note: as much supporting documentation as possible should be provided.**

- Evidence of your business qualifying for the JobKeeper support package – this alone will qualify as evidence of experiencing genuine financial hardship.
- Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment.
- Accountant or bank statements and notices.
- Details of closure – including Government enforced closure as a requirement of COVID-19.
- Tenant correspondence requesting relief (if applicable).
- Commercial and leasing arrangements as a direct result of the COVID-19 pandemic;
- A statutory declaration from an independent professional, familiar with your circumstances.
- Notice of impending legal action.
- Other documentation demonstrating that you are experiencing financial hardship (please describe below):

Please describe and provide other documentation demonstrating the quantum of revenue lost (compared to the same period in the previous year):



Submission and Assessment

Please make sure your application and documentary evidence is addressed to the General Manager, and submitted as follows:

- Emailed to sorell.council@sorell.tas.gov.au ; or
- Mailed to PO Box 126, SORELL TAS 7172

Please use the title '**Hardship Assistance Application**' to assist our staff to identify your application quickly. We will be in contact with you as soon as possible to acknowledge your application and provide advice regarding the assessment process. If you have any enquiries or need assistance completing your application, please contact **the Rates Division of the Finance Department on 6269 0000.**

Declaration and signature

I confirm that the information provided within this Application for Financial Hardship is accurate, and there have been no misrepresentations or omissions of fact that would otherwise influence the review and decision of Sorell Council. I have read and understand Sorell Council's Financial Hardship Assistance Policy.

Signature _____

Name _____

Date _____

Personal Information Protection Statement

The personal information that Council is collecting from you is deemed personal information for the purposes of the *Personal Information Protection Act 2004*. The supply of the information by you is voluntary. However, if you cannot provide or do not wish to provide the information sought, Council may be unable to process your application or request.

You may make application for access or amendment to your personal information held by the Council. **Enquiries concerning this matter can be addressed to the Rates Division of the Finance Department.**

13.7 CREDIT CARD POLICY

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RECOMMENDATION

“That Council resolve to adopt the revised Credit Card Policy.”

STEPHANIE PERRY
MANAGER FINANCE

Date: 8 June 2021

Attachments (13)





CREDIT CARD POLICY

TITLE:	Credit Card Policy
RESPONSIBLE OFFICER:	Manager Finance
APPROVED BY COUNCIL:	15 January 2002
RESOLUTION NO	08/2002
AMENDED ON	June 2019
RESOLUTION NUMBER:	84/2019
AMENDED ON	May 2021
RESOLUTION NUMBER:	XX/2021

1. STATEMENT OF INTENT

This management policy has been written to ensure the proper and lawful use of Sorell Council (Council's) corporate credit cards. The policy shall apply to all of Council's corporate credit cards. This policy is intended to be complimentary to any delegations approved by Council and is to be read in conjunction with such delegations.

2. SCOPE

This policy applies to all Sorell Council employees who have approved corporate credit cards, and responsible officers within Council who administer the governance of corporate credit card use.

3. REFERENCES

Sorell Council Agreement and Acknowledgement by Cardholder.
 Sorell Council Unauthorised Credit Card Payments Request Form.
 Sorell Council Incorrect Credit Card Payment Declaration.

Refer to Sorell Council General Manager Delegations for financial delegations.

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4. RESPONSIBILITIES

4.1 Manager Finance Responsibilities

The **Manager Finance** is responsible for the overall facilitation of this policy, including ensuring that the designated responsible officers enact the appropriate business and approval process for corporate credit cards and the approved Council credit cardholders abide with the outlined policy and procedures. The responsibilities of the **Manager Finance** include:

- Ordering, collecting and cancelling credit cards.
- Updating credit card policies and procedures.
- Educating and training credit cardholders.
- Providing this Credit Card Policy and the Agreement and Acknowledgement by Credit Card declaration to new credit cardholders.
- Filing the signed Agreement and Acknowledgement by Credit Card declaration in Council's record management system.
- Ensuring all credit card transactions are **accounted** for, monthly statements are reconciled and transactions are recorded in Council's general ledger in a timely manner.

4.2 Designated Responsible Officers

In general, each credit cardholder's Departmental Manager is the responsible officer required to authorise their credit card transactions. It is the responsibility of the designated responsible officers to review and authorise the relevant corporate credit card statements, in line with this policy and within Council's financial delegations.

4.3 Credit Cardholder Responsibilities

Where any employee of Council has been provided with a corporate credit card, it is his or her responsibility to use that card in a proper business-like manner and in line with this policy. The responsibilities of the approved corporate credit cardholder include:

- Making themselves familiar with and abiding by the provisions of the Sorell Council Credit Card Policy and Sorell Council Agreement and Acknowledgment by Cardholder declaration.
- Holding the card in a safe and secure manner. Cardholders are liable for any misuse and associated costs and are responsible for resolving use and transaction disputes.
- Signing the card immediately after receiving it and not using it until it is signed.
- Reporting a lost or stolen card to the **Manager Finance** immediately. If the card is lost or stolen outside working hours this should be reported to the relevant bank immediately.
- Returning the card to Manager HR, Customer and Community Services on termination of employment.

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5. ISSUING COUNCIL CREDIT CARDS

To be issued a corporate credit card, the following criteria must be met:

- The credit cardholder is an employee of Sorell Council.
- Only one corporate credit card can be issued to each approved Council credit cardholder.
- The Sorell Council Agreement and Acknowledgment by Cardholder declaration must be completed, signed and dated by the cardholder, **Manager Finance** and the General Manager.
- The completed Sorell Council Agreement and Acknowledgement by Cardholder declaration must be returned to the **Manager Finance** prior to the Council credit card being issued.

6. APPROPRIATE USE

Council corporate credit cards are provided strictly for legitimate Council and business related purchasing only. All corporate credit card transactions must be able to be justified to Council and to external auditors, investigators and members of the public.

Council credit cards shall be used by cardholders where it is deemed to be the most effective and efficient mode of payment for procurement. Council credit cards are not to be used in circumstances where an alternative purchasing method provides greater efficiency. Council credit cards are to be used by cardholder where:

- It is advantageous not to use petty cash because the applicable payment is greater than \$50.
- It is an inefficient use of Council's resource to arrange for a credit account to be set-up with the vendor, due to the nature of the transactions with the vendor, including the dollar value of the applicable payment and the number of foreseeable transactions with the vendor.
- The vendor does not offer credit account options.

7. WHO CAN USE COUNCIL CREDIT CARDS

The approved Council credit cardholder must not allow any other person to use their corporate credit card. This includes any other Council employee, elected member, contractor or volunteer.

Only the approved Council credit cardholder is allowed to use the corporate credit card issued to them. The Council credit cardholder should not let any other person use their corporate credit card or record or share their corporate credit card number.

8. CREDIT CARD PAYMENTS

8.1 Unauthorised Credit Card Payments

Approved Council credit cards must not be used for the following payments:

- Personal transactions;
- Cash withdrawals;
- Fuel;
- Fines;
- Gifts of a personal nature;
- Gift vouchers;
- Tips or gratuities;
- Alcohol purchases, including with a meal or for an official function;
- Medical expenses associated with work related injuries and illness which are required to be paid through the workers compensation process;
- Overdue invoices;
- Invoices where payment has already been made or initiated; and
- Online account payments. Credit cards should not be linked to online accounts held with alternative payment providers (e.g. Paypal), unless the alternative payment provider is the only payment option available for the applicable payment.

In instances where the operational needs of a corporate credit cardholder require one of the unauthorised credit card payments listed above, the credit cardholder shall request prior written approval from their designated responsible officer through completion of the Sorell Council Unauthorised Credit Card Payments Request Form.

The prior written approval shall outline the following:

- The name and position of the credit cardholder;
- The type of unauthorised credit card payment requested;
- The reason for the request (how it will assist meeting Council's operational needs); and
- Documented approval by the designated responsible officer, including signed and dated.

The designated responsible officer's written approval is limited to the cardholder named in the request and cannot be delegated to another cardholder.

The prior written approval is to be given to the **Manager Finance** and filed with the monthly credit card statement reconciliations.

8.2 Incorrect Payments

In instances where the Council credit cardholder becomes aware that they have incorrectly used the Council credit card for one of the unauthorised credit card payments, listed in section 8.1 of this policy, the credit cardholder should:

- Provide written notice of the unauthorised credit card payment to their designated responsible officer through completion of the Sorell Council Incorrect Credit Card Payment Declaration. This written notice should occur within five working days after becoming aware of the incorrect payment. The written notice should include the following details:
 - The name and position of the credit cardholder;
 - The type of unauthorised credit card payment made;
 - The reason why the unauthorised credit card payment was made, including why an alternative payment method was not used; and
 - Signed and dated by credit cardholder and the designated responsible officer.
- If the unauthorised payment was for a personal transaction, the credit cardholder should pay Council back the amount of unauthorised expenditure, within five working days after becoming aware of the incorrect payment. The Council receipt confirming reimbursement of monies should be attached to the written notice.

The signed and authorised written notice, and if applicable the Council receipt supporting any reimbursement to Council, is to be given to the **Manager Finance** and filed with the monthly credit card statement reconciliations. This documentation will allow the **Manager Finance** to track patterns of credit card misuse. If a pattern of improper misuse is identified, the **Manager Finance** is to notify the General Manager. In this case, the General Manager shall consider appropriate action, including cancellation of the relevant Council employee's credit card.

8.3 Entertainment Payments

8.3.1 Responsibilities

It is the responsibility of the General Manager to ensure that each credit cardholder understands what constitutes entertainment, in accordance with *the Australian Fringe Benefits Assessment Act 1986*.

9. APPROVALS AND DELEGATIONS

9.1 Credit Cardholder Delegations

Each corporate credit cardholder has a determined monthly card limit. This monthly card limit falls within each cardholder's financial delegation, under Sorell Council's financial delegations.

An increase to a credit cardholder's monthly card limit will be assessed on a case-by-case basis and approved by the General Manager.

9.2 Credit Card Authorisation

The credit card transactions of each approved corporate credit cardholder must be authorised by a responsible officer with the appropriate level of financial delegation, under Sorell Council's financial delegations. In general, each credit cardholders Departmental Manager is the responsible officer required to authorise their credit card transactions.

In the case of the General Manager, the Mayor should authorise the credit card expenditure as being legitimate Council and business related purchases. The Manager Finance should review and counter sign the credit card statement. The Manager Finance's counter signature is not authorisation of the credit card expenditure – it is only confirmation that the correct credit card reconciliation process has taken place (refer to section 10 of this policy).

10. DOCUMENTATION AND APPROVAL PROCEDURE

10.1 Receipts and Documentation for Purchases

Council corporate credit cardholders must make every attempt to obtain valid original documentation to support all credit card transactions. Council corporate credit cardholders are liable for the cost of transactions that cannot be verified in compliance with the documentation requirements of this policy.

Council corporate credit cardholders are required to provide supporting documentation for all credit card transactions. The supporting documentation requirements are in accordance with the Australian Taxation Office A New Tax System (Goods and Services Tax) Regulation 1999. The tax invoice requirements are:

Purchasers under \$1,000

A valid tax invoice is required, which contains the following details:

- The words 'Tax Invoice'
- The name and ABN of the vendor
- The date the invoice was issued
- A brief description of the items sold, including quantity (if applicable) and price

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- The GST amount (if any) payable – either shown separately or if the GST is exactly one-eleventh of the total price, a statement that says ‘total price includes GST’
- The extent to which each sale on the invoice includes GST

Purchase over \$1,000

Additional to the above requirements, tax invoices for purchases over \$1,000, must specify:

- Sorell Council as the recipient/buyer and include Sorell Council’s ABN

Overseas Purchases

In the case of purchases made from an overseas vendor that is not registered for Australian GST, a Tax Invoice will not be obtained, however an invoice should still be provided.

Statutory Declarations

In the absence of the required documentation as per above, the cardholder should provide a statutory declaration to acquit the transaction. The statutory declaration should include the following details:

- Name, address and occupation of cardholder.
- Name and Australian Business Number of the vendor.
- The date the transaction was made.
- The amount paid.
- A description of the good and/or services purchased.
- Signed by the cardholder and a Justice of the Peace, Commission for Declarations or authorised person.

Statutory declarations will be kept by the **Manager Finance** to track patterns of credit card misuse. If a pattern of improper misuse is identified, the **Manager Finance** is to notify the General Manager. In this case, the General Manager shall consider appropriate action, including cancellation of the relevant Council employee’s credit card.

10.2 Monthly Credit Card Reconciliation Procedure

On a monthly basis, the following credit card reconciliation and approval process should occur:

- The credit cardholder must retain documentation in accordance with section 10.1 of this policy for all credit card transactions and attach these to their monthly credit card statements.
- The credit cardholder should allocate a general ledger and cost centre code to each transaction on the credit card statement.
- The credit cardholder should sign the credit card statement, declaring that the expenditure is true and correct.
- The monthly credit card statement and relevant tax invoices are then to be given to the designated responsible officer. The responsible officer should sign the tax

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invoices relating to each credit card transaction. If satisfied the credit card transactions are in line with this policy, the responsible officer should sign and authorise the credit card statement.

- The signed and authorised credit card statement is then to be returned to the Finance Department.
- The Finance Department reviews each credit card statement, ensuring the credit card transactions are in line with this policy. All credit card transactions are then accounted for in Council's general ledger.

11. ATTACHMENTS

- 11.1 Credit Card Agreement and Acknowledgement by Cardholder
- 11.2 Incorrect Credit Card Payment Declaration
- 11.3 Unauthorised Credit Card Payments Request Form

Robert Higgins
GENERAL MANAGER



CREDIT CARD AGREEMENT AND ACKNOWLEDGEMENT BY CARDHOLDER

Cardholder Name:

Position:

Department:

I understand and agree that a Sorell Council corporate credit card is issued to me on the understanding that I will, at all times, comply with the following conditions:

- I may only use the Sorell Council corporate credit card to a limit of \$..... in any one transaction up to a monthly limit of \$..... I will not split transactions to avoid my transaction limit.
- I will only use the Sorell Council corporate credit card in accordance with the Sorell Council Credit Card Policy.
- If I misuse the Sorell Council corporate credit card, I understand that Council may take disciplinary action and that legal proceedings may be instituted against me.
- I will immediately report any suspected or known unauthorised use of the Sorell Council corporate credit card to the **Manager Finance** and the relevant bank.
- I will immediately report the loss or theft of the Sorell Council corporate credit card to the **Manager Finance** and the relevant bank.
- If I resign, retire or cease employment from Sorell Council, I will on termination hand my Sorell Council corporate credit card to the Manager Human Resources, Customer and Community Services for cancellation.

DECLARATION:

- I confirm that I have access to only one Sorell Council corporate credit card.
- I acknowledge that I have read, understand and will comply with the conditions set out in this Agreement and Acknowledgement by Cardholder and the Sorell Council Credit Card Policy.
- I have been briefed on all aspects of the operation and use of the Sorell Council corporate credit card.

Signature





CREDIT CARD AGREEMENT AND ACKNOWLEDGEMENT BY CARDHOLDER

Signature of Cardholder:

Name of Cardholder:

Date:

Signature of **Manager Finance**:

Name:

Date:

Signature of General Manager:

Name:

Date:





INCORRECT CREDIT CARD PAYMENT DECLARATION

The Sorell Council Credit Card Policy requires this form to be completed and approved by the designated responsible officer, in instances where a Sorell Council corporate credit cardholder becomes aware that they have incorrectly used the Council credit card for one of the unauthorised credit card payments (as listed in section 8.1 of the Sorell Council Credit Card Policy). This form should be completed by the cardholder within five (5) working days after becoming aware of the incorrect payment.

In instances where the incorrect credit card payment related to a personal transaction, the credit cardholder should pay Council back the amount of unauthorised expenditure within five (5) working days after becoming aware of the incorrect payment. The Council receipt confirming reimbursement of monies should be attached to this form prior to a approval.

Credit Cardholder Name:

.....

Position:

.....

Type of incorrect unauthorised payment made (including date, amount and description):

.....

.....

.....

Reason why incorrect payment was made:

(e.g in error or if it was to meet an operational need please provide details)

.....

.....

.....



INCORRECT CREDIT CARD PAYMENT DECLARATION

Personal Transaction? YES NO
Council Receipt confirming Reimbursement Attached? YES NO N/A

CARDHOLDER DECLARATION:

Print Name:

Signature:

DESIGNATED RESPONSIBLE OFFICER APPROVAL:

Print Name:

Signature:



UNAUTHORISED CREDIT CARD PAYMENTS REQUEST FORM

The Sorell Council Credit Card Policy requires this form to be completed and approved by the designated responsible officer, in instances where a Sorell Council corporate credit cardholder is required to use their corporate credit card for unauthorised credit card payments (as listed in section 8.1 of the Sorell Council Credit Card Policy).

Credit Cardholder Name:

Position:

Type of unauthorised payment requested:

.....
.....

Reason for unauthorised payment request:

.....
.....

CARDHOLDER DECLARATION:

Print Name:

Signature:

DESIGNATED RESPONSIBLE OFFICER APPROVAL:

Print Name:

Signature:



14.0 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.



15.0 CLOSED MEETING

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

Reference	Item
15.1	Confirmation of the Closed Council Minutes of the Council Meeting of 18 May 2021 – <i>Regulation 34(3)</i>
15.2	Copping Refuse Disposal Site Joint Authority – <i>Regulation 15(2)(c)</i>
15.3	Sorell Council Audit Panel Minutes – <i>Regulation 15(2)(b)</i>
15.4	Audit Panel Membership – <i>Regulation 15(2)(a)</i>
15.5	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 - 15.5 which are confidential matters as prescribed in Regulations 34 and 15 of the Local Government (Meeting Procedures) Regulations 2015.

15.1 CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 18 MAY 2021

RECOMMENDATION

“That the Closed Minutes of the Council Meeting held on 18 May 2021 be confirmed.”

15.2 COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY

15.3 SORELL COUNCIL AUDIT PANEL MEETING MINUTES

15.4 AUDIT PANEL MEMBERSHIP

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15.5 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.”



16.0 ACRONYMNS

ACWC	Arts & Cultural Working Committee
AGM	Annual General Meeting
ASU	Australian Services Union
CAC	Community Administration Centre
CLRS	Councillors
CPR	Cardiopulmonary Resuscitation
CRDSJA	Copping Refuse Disposal Site Joint Authority
DASC	Development Assessment Special Committee
DEDTA	Department Economic Development, Tourism & The Arts
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
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
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

