



COUNCIL AGENDA

18 JANUARY 2022

COUNCIL CHAMBERS

COMMUNITY ADMINISTRATION CENTRE (CAC)

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, 18 January 2022 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
13 JANUARY 2022



AGENDA

FOR THE COUNCIL MEETING TO BE HELD AT THE
COMMUNITY ADMINISTRATION CENTRE (CAC), 47 COLE STREET, SORELL ON
18 JANUARY 2022

TABLE OF CONTENTS

1.0	ATTENDANCE	1
2.0	APOLOGIES	1
3.0	DECLARATIONS OF PECUNIARY INTEREST	1
4.0	CONFIRMATION OF THE MINUTES OF THE ANNUAL GENERAL MEETING AND COUNCIL MEETING OF 14 DECEMBER 2021	1
4.1	CONFIRMATION OF THE MINUTES OF THE ANNUAL GENERAL MEETING OF 14 DECEMBER 2021	1
4.2	CONFIRMATION OF THE MINUTES OF THE COUNCIL MEETING OF 14 DECEMBER 2021	1
5.0	MAYOR'S REPORT	1
6.0	SUPPLEMENTARY ITEMS	2
7.0	COUNCIL WORKSHOPS REPORT	3
8.0	DEPARTMENTAL REPORTS	3
8.1	GOVERNANCE – ROBERT HIGGINS, GENERAL MANAGER	3
8.2	ENGINEERING & REGULATORY SERVICES – JULIE MANN ACTING MANAGER	3
8.3	HUMAN RESOURCES, CUSTOMER & COMMUNITY SERVICES – JESS HINCEN, MANAGER	24
8.4	FINANCE – SCOTT NICOL, ACTING MANAGER	34
9.0	PETITIONS	37
10.0	LAND USE PLANNING	37
10.1	DEVELOPMENT ASSESSMENT SPECIAL COMMITTEE MINUTES	37
11.0	GOVERNANCE	38
11.1	COPPING REFUSE SITE JOINT AUTHORITY REPORT SEPTEMBER QUARTER	38
11.2	MOTION PASSED AT THE COUNCIL ANNUAL GENERAL MEETING REGARDING COUNCILLOR LEAVE ABSENCE	OF 42
11.3	MOTION PASSED AT THE COUNCIL ANNUAL GENERAL MEETING REGARDING DISCOUNT ON RATES	43
12.0	ENGINEERING & REGULATORY SERVICES	44
13.0	HR & COMMUNITY SERVICES	44
13.1	COMMUNITY GRANTS PROGRAM	44
14.0	FINANCE	45
14.1	EXECUTIVE SUMMARY – FINANCIAL REPORT DECEMBER 2021 YTD	45
15.0	QUESTIONS FROM THE PUBLIC	78
16.0	CLOSED MEETING	80
16.1	CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 14 DECEMBER 2021	80
16.2	AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION	80
16.3	NUGENT ROAD LIME STABILISATION PROJECT	81
16.4	COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY QUARTERLY REPORT	81
17.0	ACRONYMNS	82

1.0 ATTENDANCE

^

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 THE ANNUAL GENERAL MEETING AND COUNCIL MEETING OF 14 DECEMBER 2021

^

4.1 CONFIRMATION OF THE MINUTES OF THE ANNUAL GENERAL MEETING OF 14 DECEMBER 2021

RECOMMENDATION

“That the Minutes of the Annual General Meeting held on 14th December 2021 be confirmed.”

4.2 CONFIRMATION OF THE MINUTES OF THE COUNCIL MEETING OF 14 DECEMBER 2021

RECOMMENDATION

“That the Minutes of the Council Meeting held on 14th December 2021 be confirmed.”

5.0 MAYOR’S REPORT

^

RECOMMENDATION

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

This communication is provided as a courtesy, any items that require Council action and/or decision will be listed as separate agenda items. Any Councillor requiring



information on any matter contained in the communication report please contact the Mayor at any time.

- Council meeting, AGM, DASC and workshop
- Attended Mens Breakfast
- Presented at Dodges Ferry Primary Grade 6 awards
- Presented at Sorell Primary Grade 6 awards
- Conducted Senior Advisory meeting
- Met with Dion Lester re: Copping Authority
- Met with Senator Clare Chandler
- Met with Stadium Canteen providers
- Delivered Mayors Christmas message
- Played several roles at Sorell Christmas Carols
- Met with RSL President
- Discussions with Mat Healy re: Local Government issues
- Dealt with water issues at Primrose and planning issue at Midway Point
- Worked with Stacey Gadd and Sonia Pullen re: Australia Day Awards

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 Workshop was held:

Date	Purpose	Councillor Attendance	Councillor Apologies
18 th Jan 2022	<ul style="list-style-type: none"> Operational & community updates. MYBR capital and P&L. 	Vincent, Reynolds, Reed, Jackson, Gala, Torenus, Nichols, DeGrassi	DeWilliams (leave of absence)

8.0 DEPARTMENTAL REPORTS

^

RECOMMENDATION

“That the Departmental reports as listed be received.”

8.1 GOVERNANCE – ROBERT HIGGINS, GENERAL MANAGER

- Met with Engineering Consultant re: Blue Lagoon SW project – 17th Dec 2021.
- Numerous internal meetings re: Pembroke Park Stadium incl. contract meeting with VOS and Council consultants – 20th Dec 2021.
- Met with Engineering Consultant re: engagement as Superintendent on Stadium contract.
- Home isolation 7th – 14th Jan 2022.
- Internal meeting to consider 22/23 transport renewal candidates – 18th Jan 2022.

8.2 ENGINEERING & REGULATORY SERVICES – JULIE MANN ACTING MANAGER

ENGINEERING AND REGULATORY SERVICES – Julie Mann

The Manager of Engineering and Regulatory Services was on annual leave for December.

Council has completed its first comprehensive unsealed roads condition survey. This will inform Assetic’s predictor modelling and allow for more robust analysis when identifying future capital works. The modelling of this data will commence shortly, in time to prepare for next 2022/23 capital works road candidates.



Stormwater is due for revaluation and will commence this quarter. Modelling will also be done upon completion of the revaluation toward the end of this financial year.

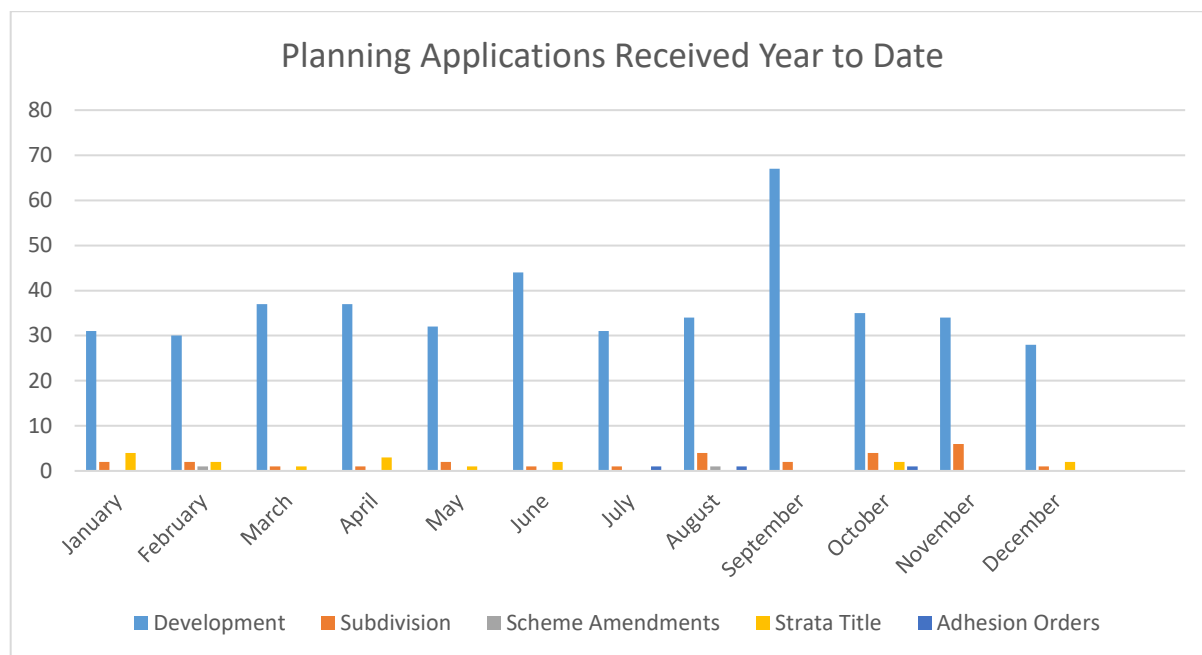
Shayla Nowakowski / Emma Smith

During the month of December 2021, Development Services received 1 request to waive application fees due to it being a Council owned property or Community Not-for-Profit Organisation.

Project:	Name & Address:	Fees Waived:
Planning: 5.2021.417.1	Pawleena Road and Arthur Highway Intersection, Sorell	\$1,764.50

PLANNING – Shayla Nowakowski

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



DELEGATED AUTHORITY – Shayla Nowakowski

During the month of December 2021 a total of 40 Planning Approvals / Permits / Exemptions have been issued including:

3	Applications approved as Permitted Development - issued under delegated authority
0	Application approved as Permitted Development – Council Meetings
3	Applications received which complied with requirements for No Permit Required (exempt from requiring a Planning Permit)



0	Applications with the requirements for General Exemptions / Not applicable
30	Applications approved as Discretionary Developments - issued under delegated authority
04	Applications presented as Discretionary Developments for Council DASC Meetings held on 14 & 21 December 2021

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

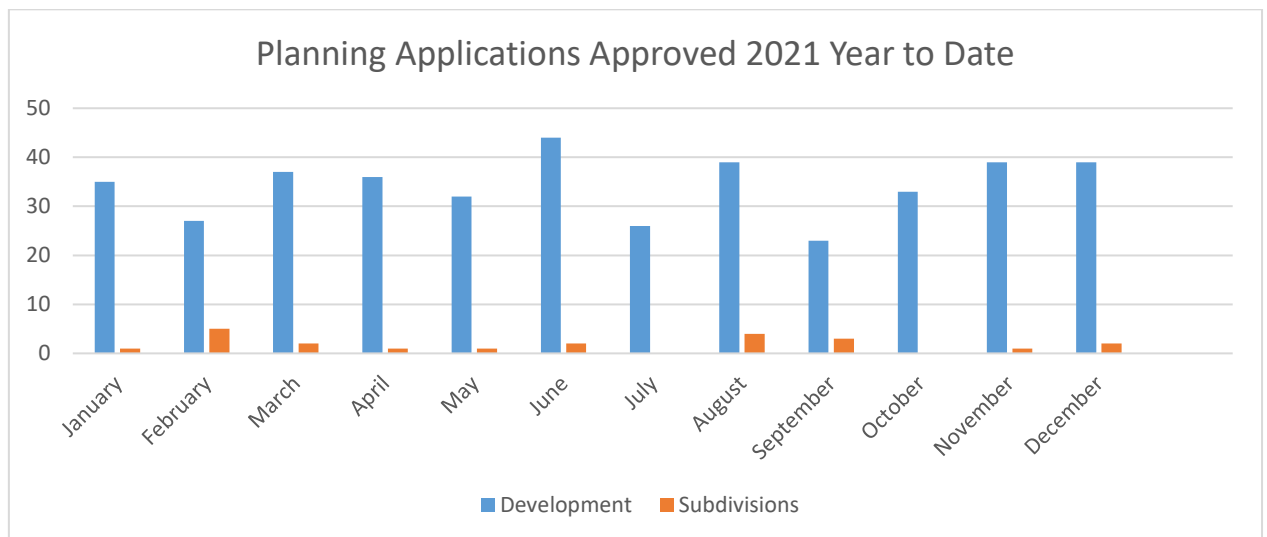
Description	Application Type	Property Address	Value Of Work
Ancillary Dwelling	Discretionary	29 Valleyfield Road, Sorell	\$160,000.00
Farm Shed	Discretionary	Lot 1 Nugent Road, Nugent	\$5,000.00
Outbuilding (Shed)	Discretionary	5 Abruzzi Court, Orielson	\$10,000.00
Commercial / General Retail shop - Modification to existing shop and signage	Discretionary	60 & 58a Carlton Beach Road, Dodges Ferry	\$200,000.00
Additions & Alterations to Dwelling	Discretionary	1375 Kellevie Road, Nugent	\$180,000.00
Additions to Warehouse	Discretionary	14 Oaks Court, Sorell	\$60,000.00
Strata Title x 2 Units	Strata Title	2 Fenton Street, Midway Point	\$0.00
Outbuilding (Garage)	Discretionary	4 Verdant Close, Sorell	\$25,000.00
New Outbuilding & Relocation of Existing Outbuilding	Discretionary	13 Ollie Drive, Sorell	\$80,000.00
Additions to Dwelling & Outbuilding (Shed - Illegal Works)	Discretionary	13 Mary Street, Lewisham	\$60,000.00
Dwelling	Discretionary	233 Carlton River Road, Carlton	\$500,000.00
Outbuilding (Double Carport & Shed) Illegal Works	No Permit Required	3 Hoffman Street, Midway Point	\$18,000.00
Passing Bays	Permitted	(Part Of) 812 & 313 Marchwiell Road, Bream Creek	\$5,000.00
Additions & Alterations to Dwelling	Discretionary	6 Midway Street, Midway Point	\$250,000.00
Change of Use - Outbuilding to Dwelling & as constructed Deck	Discretionary	8 Susans Bay Road, Primrose Sands	\$12,000.00
Additions to Dwelling (Awning) & Outbuildings x3 (Garage, Carport & Shed)	Discretionary	664 Shark Point Road, Penna	\$85,000.00
Multiple Dwellings x 8	Discretionary	11A Gordon Street, Sorell	\$2,100,000.00



Swimming Pool & Associated Works	Discretionary	Lot 1000 Old Forcet Road, Dodges Ferry (CT40340/1000)	\$2,500,000.00
Additions to Dwelling Including Partial Demolition & Outbuilding (Shed)	Discretionary	22 Midden Road, Primrose Sands	\$65,000.00
Outbuilding	Discretionary	40 Forcett Street, Sorell	\$43,000.00
Addition to Existing Dwelling	No Permit Required	5 Charlotte Court, Sorell	\$36,000.00
Dwelling	Discretionary	33 Linden Road, Primrose Sands	\$450,000.00
Additions & Alterations to Dwelling	Discretionary	15 Tamarix Road, Primrose Sands	\$0.00
Dwelling	Discretionary	10 Fresne Way, Sorell	\$293,000.00
Visitor Accommodation	Permitted	2 Garden Lane, Midway Point	\$0.00
Additions to Dwelling (As Constructed)	Discretionary	772 Primrose Sands Road, Primrose Sands	\$5,000.00
Dwelling & Outbuilding (Shed)	Discretionary	2 Erica Road, Primrose Sands	\$180,000.00
Change of Use (Dwelling to Visitor Accommodation)	Permitted	10 Midden Road, Primrose Sands	\$0.00
Outbuildings x 2 (BBQ Shelter) - (As Constructed)	Discretionary	19 Pargonee Street, Dodges Ferry	\$12,000.00
Outbuilding (Garage)	Discretionary	12 Moorpark Court, Forcett	\$64,300.00
Outbuilding (Garage)	Discretionary	9 Belmont Lane, Sorell	\$12,000.00
Ancillary Dwelling	Discretionary	241 Burnt Hill Road, Bream Creek	\$24,000.00
Additions & Alterations to Dwelling	Discretionary	6 Kuneamee Street, Dodges Ferry	\$200,000.00
Outbuildings x 2 (Shed & Carport)	Discretionary	176 Gillingbrook Road, Forcett	\$25,000.00
Minor Amendment Section 56 - Removing 1st Floor, Increasing Footprint	Minor Amendments - Disc	101 Carlton River Road, Carlton	\$0.00
Dwelling	Discretionary	3 Woodruff Court, Sorell	\$454,000.00
Dwelling & Outbuilding (Shed) x 2	Discretionary	174 Fulham Road, Dunally	\$800,000.00
Dwelling	Discretionary	68 Ridge Road, Dodges Ferry	\$280,000.00
Outbuilding (Shed)	No Permit Required	1 Raynors Road, Midway Point	\$20,000.00
Dwelling	Discretionary	4 Colleen Crescent, Primrose Sands	\$300,000.00
			\$9,513,300.00



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



APPEALS – John Molnar

The Resource Management Planning and Appeals Tribunal notified Council of an appeal lodged by the applicant concerning the recently approved 65 LOT SUBDIVISION AND BALANCE, WALKWAYS, ROADS INCLUDING ADHESION AND WORKS IN FORCETT STREET ROAD RESERVE at LOT 104 MAIN ROAD (CT9892/104) AND 139 MAIN ROAD, SORELL AND 56-62 FORCETT STREET, SORELL. The applicant lodged the appeal against 3 permit conditions concerning fencing and requirement for specific stormwater connection. Following the preliminary conference held on 10 December 2021 discussions continued between Council staff and the appellant and a consent agreement was reached between parties and approved by TasCAT – General Division, Resource Planning Stream (formerly known as Resource Management Planning and Appeals Tribunal). An amended permit was issued on the 21 December 2021.

TasCAT notified Council of an appeal lodged by a neighbour to 394 Arthur Highway concerning an application for a minor amendment to;

- Modify and increase the floor area of 12 of the 15 units by 20m², providing two additional bedrooms per unit; and
- Provide for an additional 18 car parking spaces and 6 motorcycle spaces.

Following a preliminary directions hearing held on 17 December an onsite meeting will be held in early January to explore the possibility of mediation prior to any hearing in the matter.

STRATEGIC PLANNING – Caroline Lindus

A rezoning on the Tasman Highway at Midway Point has been submitted to Council with further information requested of the applicant. The information was not



provided. The applicant has requested that Council move the amendment of their own motion. This requires Council to undertake the necessary strategic work, and is unable to rely upon the documentation previously submitted as Council would be requiring a different zoning. Further discussion is being held with the applicant in relation to this. At this stage the approach from Council is to address the change in zoning through the LPS process, by way of a representation. This representation has been endorsed through a Council workshop on 10 August 2021.

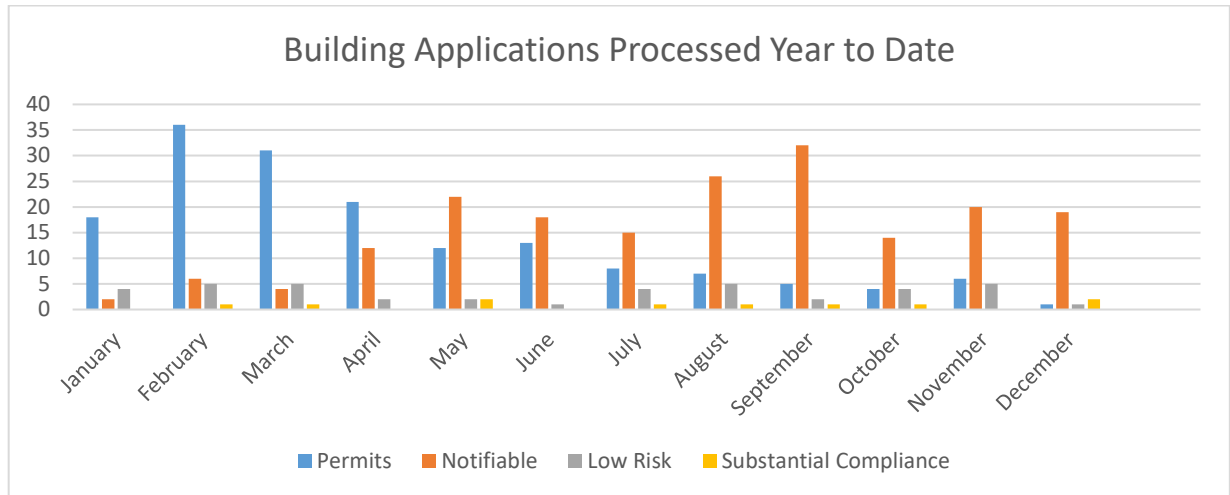
A s43A amendment and subdivision application has been lodged to Council for Josephs Road, Carlton and McGinness Road, Carlton River. The amendment would see the zoning change from Rural Resource to Rural Living of varying densities, and a 12-lot subdivision. Council Certified this amendment at a meeting on 3 August 2021 and approved the associated 12 lot subdivision application. The amendment application was advertised in mid-August, with advertising finishing on 13 September. Six representations were received to the amendment. The applicant has recently updated their submission, particularly around Bushfire safety. The updated bushfire plan was considered, as were the other representations with a section 39 report provided to Council at it's last meeting in December. The reporting was endorsed and all documents were provided to the Tasmanian Planning Commission on 23 December 2021. Council will now await further advice from the Commission regarding hearing dates for this amendment.

We have received written notification from the Minister regarding both the transitional provisions of the LPS and also the modifications under section 35(5)(b) and Schedule 6, clauses 8C(5)(a) and 8D(9)(a) of the Act. A number of changes are required to the LPS to meet the LPS criteria and transitional provisions. Many of these are minor however some are more substantial. These were considered by Council at a workshop on Tuesday 13 April. A response to the Tasmanian Planning Commission (the Commission) was required by 16 April 2021. This timeframe was met and there was further correspondence thereafter. On Monday 31 May, Council received notification from the Commission that the Scheme was acceptable to go on exhibition. Council is proceeded to exhibit the Scheme from 15 June until 16 August 2021. At the completion of the exhibition period 75 representations were received which Council understands is a fairly high number for the exhibition of a Scheme. The report covering all submissions was considered at a special Council meeting on the 26 October 2021 and approved following receiving an extension of time from the Planning Commission. Further correspondence was received from the TPC regarding making modifications to our S35F report. These modifications have been made and were considered by Council at it's last meeting in December 2021. All these documents were provided to the Planning Commission on the 23 December 2021. No further advice has been received from the Commission regarding hearing dates and whether these will be late February or push into March 2022.



BUILDING – Emma Smith

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



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

- 1 Permit
- 19 Notifiable
- 1 Low Risk
- 2 Substantial Compliance

Property Address	Propose Use Of Building	Value Of Work
1 Parmere Street, Dodges Ferry	New solar panel installation	\$3,000.00
199 Carlton Beach Road, Carlton	Ancillary Dwelling	\$180,000.00
8 Tarbook Court, Sorell	Dwelling & shed	\$67,000.00
40 Riviera Drive, Carlton	Solar Panels	\$2,000.00
7 Fairmont Lane, Sorell	Dwelling	\$228,000.00
122 Pennington Drive, Sorell	Covered Area	\$50,000.00
4 Statesman Court, Sorell	Dwelling	\$350,000.00
10 Neagarra Street, Dodges Ferry	Dwelling Addition	\$40,000.00
258 Fulham Road, Dunalley	Dwelling	\$210,000.00
3 Friendship Drive, Sorell	Dwelling	\$276,950.00
1 Lagoon Road, Carlton	Dwelling	\$280,000.00
Stewart Court, Midway Point	Dwellings	\$1,600,000.00
5 Abruzzi Court, Orielton	Outbuilding (Shed)	\$21,000.00
6 Woodruff Court, Sorell	Dwelling with Attached Carport	\$620,000.00
160 Bally Park Road, Dodges Ferry	Covered Deck	\$25,000.00
4 Verdant Close, Sorell	Outbuilding	\$13,500.00
6 Valley View Close, Sorell	Outbuilding (Garage & Carport)	\$17,000.00
28 Midden Road, Primrose Sands	Dwelling	\$70,000.00



9 Pelham Street, Sorell	Vacant	\$50,000.00
125 Weston Hill Road, Sorell	Amendment - Dwelling	\$0.00
2-4 Frogmouth Lane, Primrose Sands	Visitor Accommodation	\$10,000.00
27 Richards Avenue, Dodges Ferry	Carport	\$10,000.00
32 Myrica Street, Primrose Sands	Outbuilding (Garage)	\$16,000.00

BUILDING COMPLIANCE AND INSPECTIONS – Sally Hill (completed by Manager Regulatory Services)

Type Issued	October	November	December	Total	Year to Date 2021
BN PA	2	3	0	5	28
BO PA	3	4	2	9	34
BID	12	7	4	23	78
BN BS	1	0	1	2	4
BO BS	0	0	0	0	0
EO GM	0	0	0	0	0
INFRINGEMENT	0	0	0	0	0
Total	18	14	7	39	144

Type Resolved	October	November	December	Total	Year to Date 2021
BN GM	0	0		0	5
BN PA	0	0		0	8
BO GM	1	0		1	2
BO PA	1	0		1	8
BID	6	16	20	22	65
BN BS	0	2		2	2
BO BS	0	0	1	0	0
EO GM	0	1		1	2
INFRINGEMENT	0	0		0	0
Total	8	19	21	48	113
Enforcements – Yearly Summary	Year to Date 2018	Year to Date 2019	Year to Date 2020	Year to Date 2021	
Issued	36	53	70	130	
Resolved	38	51	43	92	
Total	74	104	113	222	

In addition to the above, 2 Building Notices and 1 Building Order were issued by a Private Building Surveyor and received in November. Notification was received from a Private Building Surveyor that 1 Building Notice and 1 Building Order were revoked and resolved.



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	October	November	December	Year to Date 2021
Occupancy Permit Issued	7	6	14	56
Form 46 (Schedule of Maintenance) Issued	1	0		2
Certificate of Final Inspection Issued	7	16	20	118
Complaints Received	0	5	3	71
Complaints/Enforcements – Follow up actions	1	1	0	13
Complaints Resolved without requiring further action	0	1	0	17

In addition to the above, 3 Minor Plan variations have been assessed and approved.

During October, November and December 2021, the following inspections were undertaken:

Inspection Type	October	November	December	Year to Date 2021
Inspection - Statutory Building Surveyor	14	12	13	154
Inspection – Other (Building Certificate, etc.)	0	0	0	1
Inspection – Enforcement	2	0	0	32
Inspection – Fire Damaged Property	0	0	0	1
Inspection – Building Audit	0	0	0	0
Inspection – Occupancy Checks	0	0	0	0
Total	16	12	13	188

Inspections – Yearly Summary	Year to Date 2018	Year to Date 2019	Year to Date 2020	Year to Date 2021
Inspection - Statutory Building Surveyor	24	35	107	154
Inspection – Other (Building Certificate, etc.)	4	2	0	1



Inspection – Enforcement	34	54	50	32
Inspection – Fire Damaged Property	0	0	2	1
Inspection – Building Audit	0	0	0	0
Inspection – Occupancy Checks	0	0	1	0
Total	62	91	160	188

Sally finished working for Sorell Council on 24 December 2021, she worked very hard during December to resolve as many outstanding building permits as possible. The numbers of inspections and permits for 2021 was considerably higher than previous years.

BUILDING EXPIRED PERMIT PROJECT - Rhiannon Baines

Details below of on-site Building Inspections that have been scheduled and inspected by Holdfast Building Surveying on behalf of Council, along with documentation being issued for the Expired Permit Project for December 2021. During December Holdfast requested minimal inspections due to Christmas and the end of year rush. No final paperwork was received from Holdfast to finalise any applications and the below figures reflect this.

Holdfast Inspections	9
Certificates of Final Inspections Issued	0
Occupancy Permits Issued	0
Building Inspection Directions Issued	0
Certificates of Completions Issued	1
Building Inspection Directions Resolved	0

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

<i>Building Inspections</i>	13
Certificates of Completion (Building Work)	19

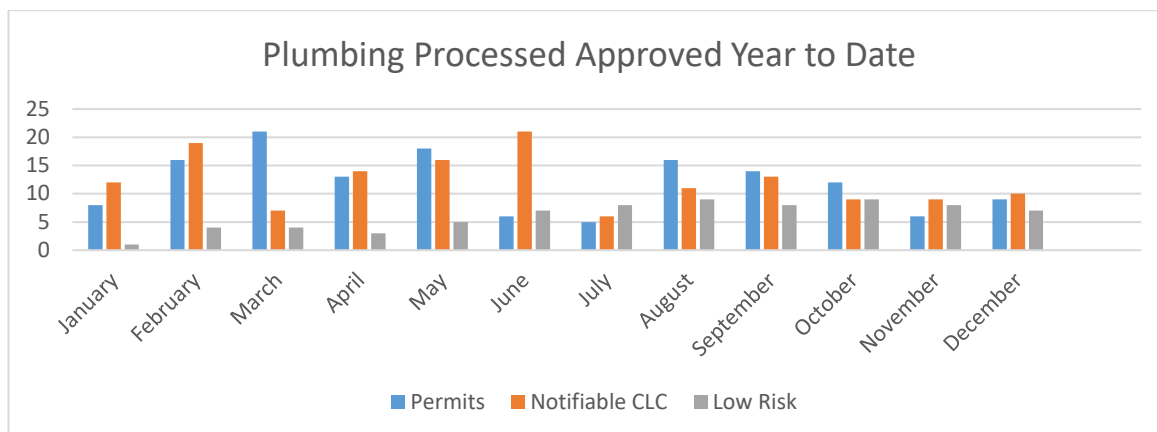
Below statistics, for Certificates of Completions (Plumbing Work) issued following on-site Final Inspection's conducted by Simon Butler and Steve Hurle along with Plumbing Inspections conducted for the month of December for the Expired Permit Project. Also including Plumbing Inspection Directions issued.

Plumbing Inspections	7
Certificates of Completion (Plumbing Work)	5
Plumbing Inspection Directions	0



PLUMBING – Simon Butler

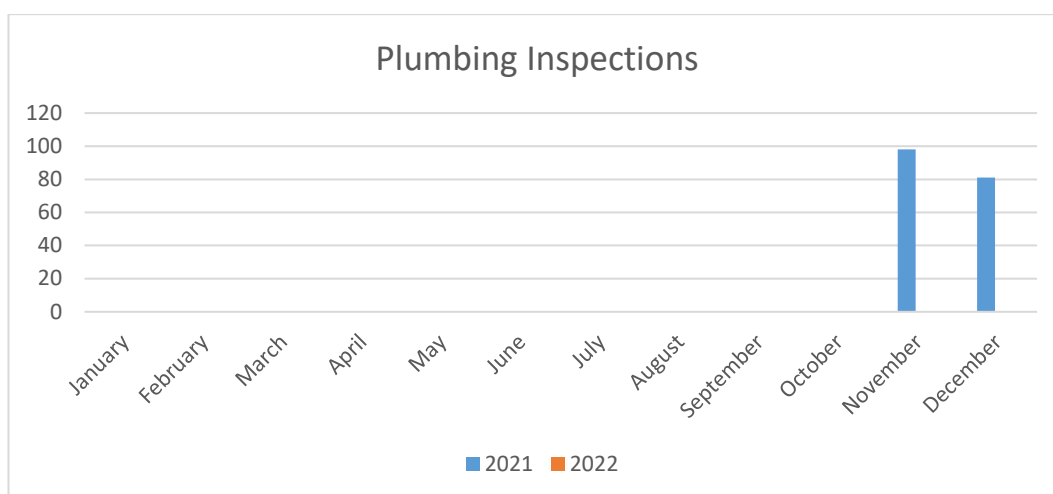
Analysis of applications approved year to date including December 2021. These include (Permit/Notifiable/Low Risk).



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

- 9 Permits
- 10 Notifiable
- 7 Low Risk

In December 81 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.



December was again a busy month as builders and homeowners were making every effort to complete builds prior to Christmas. A large percentage of the inspections were also in regards to occupancy.

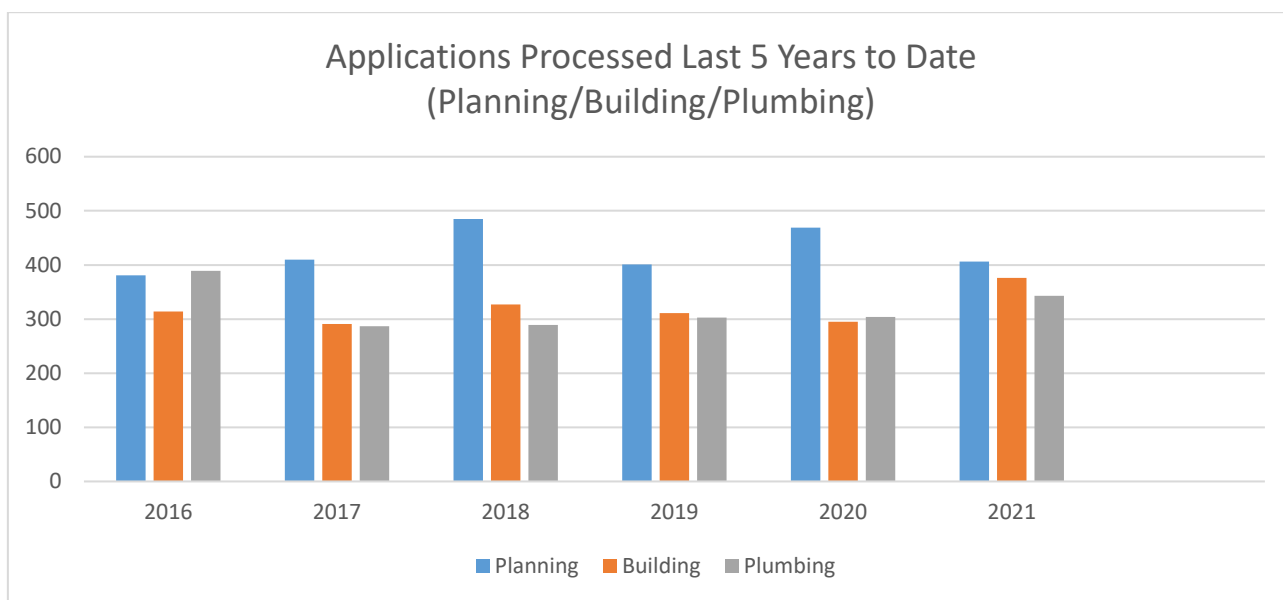
The Sorell School development is well underway and making good progress with ground works nearing completion.

PodMatrix are also making good progress with their 22 unit development at 59-61 Tasman Highway.

The Emergency Hub Plumbing Permit is still waiting to be issued as the finalisation of some paperwork is being completed.

DEVELOPMENT ASSESSMENT – Shayla Nowakowski

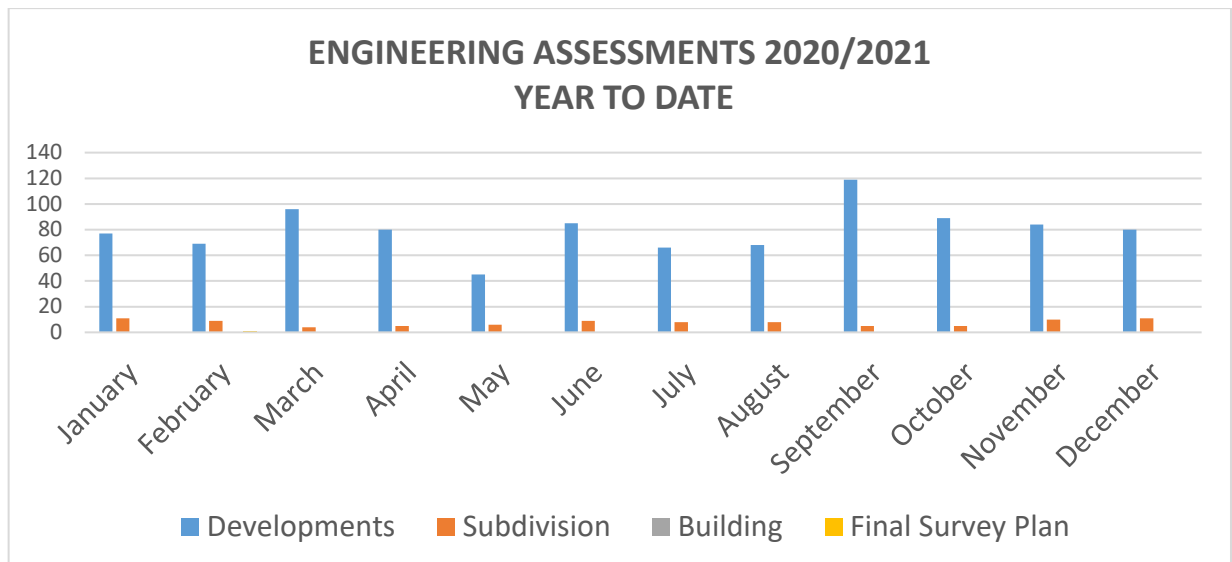
The following table provides details of the overall Planning, Plumbing and Building Applications processed for the years 2016, 2017, 2018, 2019 & 2020 together with current yearly figures up to and including December 2021.



DEVELOPMENT ENGINEERING – Denis Wall

Development Engineering has examined 80 applications (Developments & Subdivisions) for the December period, which required engineering input as follows:





Development Engineering Compliance – Denis Wall

Capital works and development is largely unchanged in status from the previous month. Adam Butler has now started as Project Engineer – Transport & Stormwater, he will now be leading the Capital projects below.

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

- 20 Arthur Highway – 55 Lots on corner of Pawleena Road – commenced June 2021
- 30 Montagu Street – commencement in March 2021 – some changes required to SW and Sewer designs – reapproved 31 May 2021 – proceeding
- Sorell – 37 Pawleena Road – Stage 2 and 3 by Lynmore Holdings
- Midway Point – 252 Penna Road – Stage 1 & 2 (25 Lots) commenced Jan 2022

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

Approved developments likely to commence soon:

- Sorell – 56-62 Forcett Street – 65 Lots by JAC Group

Contract Construction/Design:

- Commencing new Capital Works Program for 2021/2022 FY

Capital Works:

- Main Road kerb ramp and pedestrian refuge – commenced September 2021
- Lewisham Road realignment of ‘fools corner’ - commenced November 2021



Design Work:

- Starting on 2021/2022 capital projects – roads, footpaths, storm water, etc.
- Detail Surveys underway for larger Capital projects
- Quotes received for Design of larger Capital projects – Pitt & Sherry successful

ENVIRONMENTAL HEALTH - Greg Robertson/Rachel Tenni (December 2021)

Building Act 2016

Onsite wastewater management assessments completed for Plumbing Permit applications.

4 Abatement notices were issued for failing septic tank systems reported in September, most property owners have been compliant and have completed the works or are in the process of resolving.

It has been particularly difficult for property owners to find plumbers to complete the required works as most are already very busy.

The owner of a commercial property in the Southern Beaches which discharges wastewater into Pittwater has advised that a plumber has been appointed to upgrade the existing septic tank system to a wastewater treatment system. The works are scheduled to occur in January 2022.

200 Quarterly service reports for AWTs installations assessed for compliance with the Building Regulations. Follow up letters to owners and recording desludging of AWTs units has allowed for better monitoring to occur. 11 reports were unsatisfactory.

Councils' EHO and Plumbing Surveyor have responded to several new enquiries about failing septic tank systems. However, no formal notices needed to be issued.

Land Use Planning & Approval Act 1993

Development applications including, visitor accommodation, commercial developments in Sorell, subdivisions new dwellings and outbuildings have been assessed and referrals completed.

Several enquiries were received about non-compliance with planning permits, these have been recorded and will be investigated early in the new year.

Food Act 2003

EHO completed an inspection of the new commercial kitchen at the Iron Creek Bay development. Occupancy is conditional, with temporary food registration provided for Antarctic Division staff quarantining before departing for Antarctica.



Inspection of a new food business for occupancy was completed and EHO completed an assessment and notified the relevant building surveyors.

Six Food Business inspections were completed.

Public Health Act 1997

One private water registration renewal inspection conducted. Skin Penetration inspection and registration completed.

All eligible water carriers and Private water suppliers registered.

Regulated system inspection and registration completed.

EHO attended a meeting of Southern Tasmanian EHO's and the Department of Health to discuss regional environmental Health issues.

Manager Regulatory Service erected warning signs recommending against swimming beach while water from Blue Lagoon was being discharged onto Red Ochre Beach.

Recreational Water Quality sampling commenced in December, the water quality at all sites was good.

Communicable diseases

One communicable disease notification was received during December.

Immunisations

EHO attended a workshop organised by the Department of Health to demonstrate the new immunisation software that all Councils will need to use for School immunisations.

Environmental Management & Pollution Control Act 1994 (EMPCA)

Noise complaints including music noise, construction and chainsaw use and motor vehicles were received and investigated.

Back yard burning and waste dumping complaints were also received.

Waste Management

Manager Regulatory Services attended another meeting of the Southern Tasmanian Waste Management Group, items discussed:

- Progress of the tender assessment for the new materials recycling facility
- A presentation on mattress recycling options
- Update on establishment of the Southern Tasmanian Joint Authority



- The legislation to establish the container refund scheme and waste levy did not make it through both houses of parliament and will be further debated in the March 2022 session
- Discussed the impact of the proposed waste levy on landfill operations, particularly the data reporting
- Tasmanian Organics Strategy released
- New FOGO tender for several Councils in Greater Hobart

Manager Regulatory Services discussed the Draft Waste Management Services Delivery Plan with Councillors.

Attended an on-line information session on the National Battery Recycling Scheme.

Street Stall / Public place permits

No new applications were received in December.

Staff Leave

Manager Regulatory services was on leave from 20-24 December 2021.

COMPLIANCE - Darren Carter

Infringements issued for Nuisance Dogs (including Dog at large and unregistered dogs)	12
Infringement issued for Taking a Dog into a restricted area	0
Reported Dog attacks on livestock or other Dogs	3
Reported Dog attacks on people	1
Dogs impounded	14
Nuisance created by animals including dogs (Noise/Odour)	9
Fire Hazard Abatement notices issued	374
Litter Infringement notice issued	0
New Dog Registrations as a result of door knocks	0
Dog Abatement Notice/infringement Notice (currently being appealed to the Magistrates court)	0
Noise – Nuisance animal (roosters)	2
Infringement issued By-Laws	0

Councils Senior Compliance Officer completed residential area fire hazard inspections in December, a total of 374 Abatement Notices have been issued.

Re-inspections of properties issued with notices commence in early January, if a property owner has not complied with a notice, Council will arrange for a contractor to clear the fire hazard.

A large number of enquiries / complaints about fire hazards on private and Council land were received.



Animal Management Officers commenced patrolling weekdays on all beaches which have restrictions in place.

Beaches will be patrolled several times per day and after-hours patrols will include a minimum of one night per month and one weekend per month where two officers will patrol the beaches issuing infringement notices for non-compliance.

A number of dog attacks were reported, including Staffy's attacking stock in the Carlton River area, the two dogs were known to Council (previous reports of the dogs out quite frequently in the area). The injured and lost stock value exceeded \$6000.00. One dog has been euthanised.

Beach Patrols commenced in December, with the Dodges Ferry Beaches being patrolled 4 times daily and the Primrose and Connellys Marsh Beaches have generally been patrolled 2 times daily. There have been approximately 30 interactions with dog owners on the beaches, most of these were early in December. Dog owners seem to be following the rules now with very few interactions over the past few weeks.

Dog exercise areas have been very busy with the beach restrictions in place, some dog owners have mentioned concerns over the overgrown grass and the fear of snakes in some of the exercise areas.

There were 3 separate attacks on Poultry from dogs for the month.

We have received a large number of dog barking complaints over the past 6 weeks with more than 30 investigations taking place.

There have been 14 Dogs impounded during December for various reasons.

Council has issued 26 Cautions and 12 infringements for the December period.

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

All Supervisors and Programmers have implemented project plans on all maintenance work that falls outside business-as-usual practices.

CRM reporting demonstrates a reduction in Road defect / pothole enquiries for the month of December.

Customer Requests by Category	Oct-21	Nov-21	Dec-21
Roads\Abandoned Vehicles			
Roads\Bollards			
Roads\Footpath Maintenance	1	3	



Roads\General Road Enquiry	2	2	2
Roads\Guideposts	1	1	2
Roads\Guardrails			
Roads\Linemarking	1		
Roads\Other Road Signage	2		2
Roads\Pedestrian Crossing	1		
Roads\Road Defects inc Potholes	11	20	12
Roads\Road Grading	1	2	
Roads\Street Name Signage	1	1	1
Roads\Street Lighting		1	
Total	21	30	19

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 White Hill Road (Road)

Unsealed Road Crew

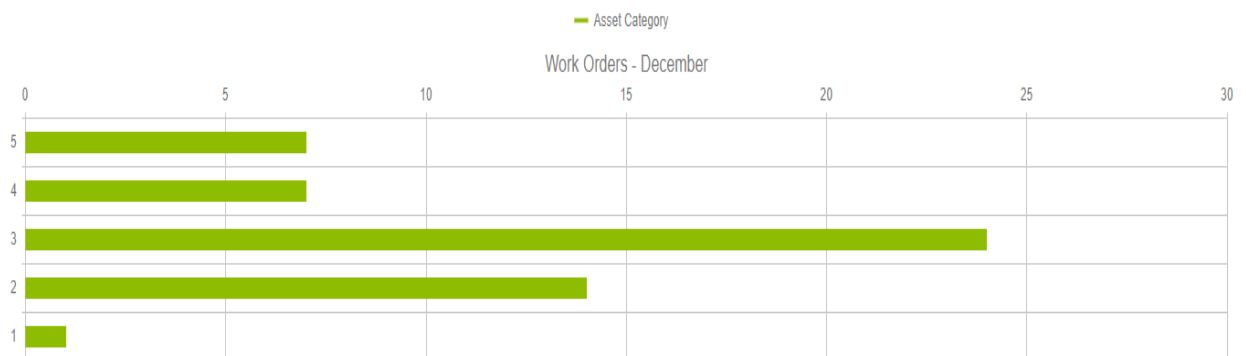
- 47 Work Orders Complete for November. 7 at Priority 2, 33 at Priority 3, 6 at Priority 4, and 1 at Priority 5.
- Maintenance Grading on Nugent Road.
- Potholing on Pearces Road, Branders Road, Fulham Road, Parker Street, and Boomer Road.
- Drains/Culverts on Fulham Road and Nugent Road.
- Signage/Guideposts on Duncombe Lane.
- Vegetation maintenance on Gillingbrook Road.



Sealed Road Crew

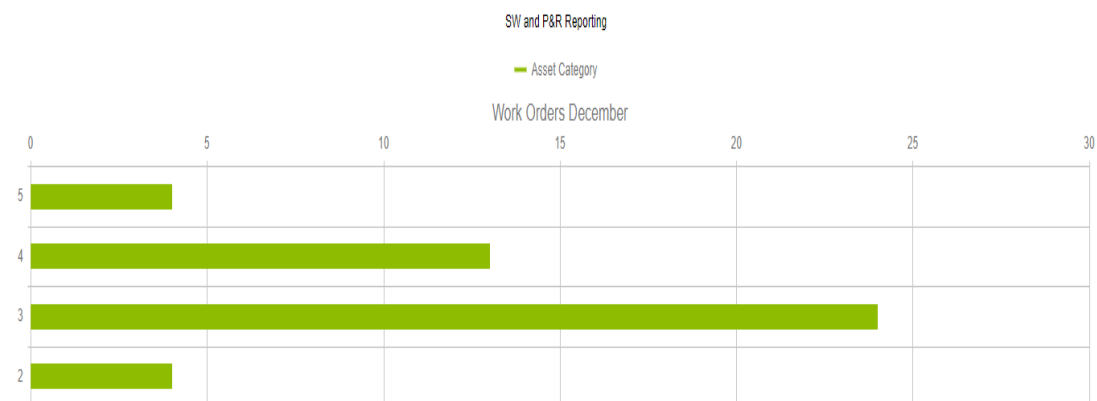
- 53 Work Orders Complete for November. 1 at Priority 1, 14 at Priority 2, 24 at Priority 3, 7 at Priority 4, and 7 at Priority 5.

- Signs/Guideposts on Parsonage Place, Cole Street, Raprinner Street, Wattle Road, Ollie Drive, and at Dunalley Community Hall.
- Potholing on Penna Road, Brinktop Road, Gully Road, and Carlton River Road.
- Vegetation maintenance on Kellevie Road.
- Asphalt Overlaying on Pawleena Road, Lewisham Scenic Drive, Primrose Sands Road, Nugent Road, Brinktop Road, Bream Creek Road, Matthews Road, Carlton Beach Road, and Quarry Road.
- Shoulders on Carlton River Road, Lewisham Scenic Drive, and Brinktop Road.



Stormwater Crew:

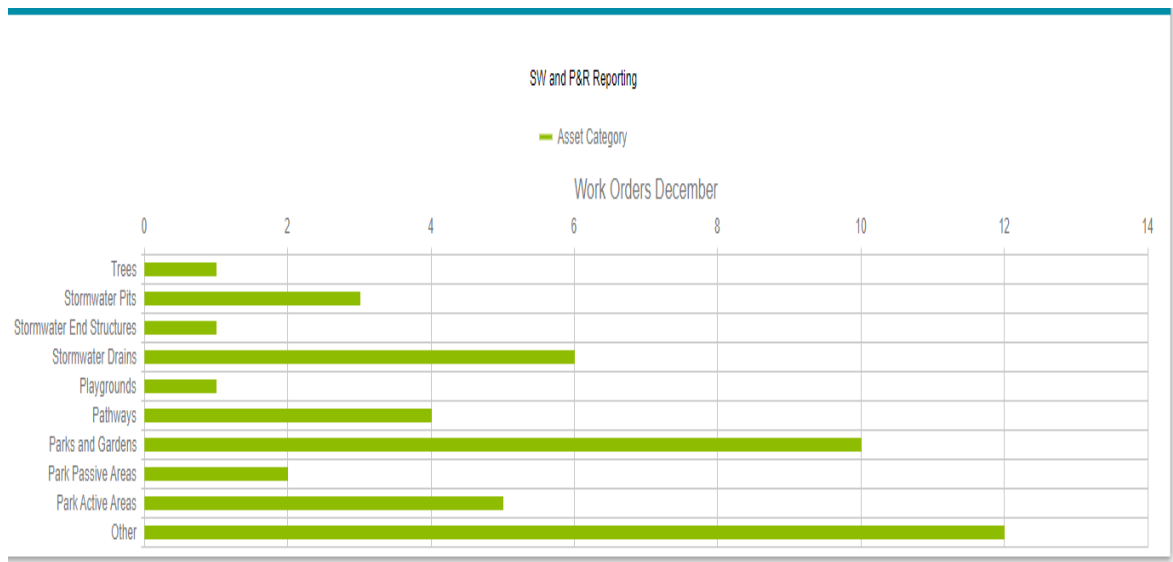
- Reduce water and tidy Kannah Street/Blue Lagoon.
- Clean drains and whipper snip of vegetation at Bingham Street, DF streets, Mongana Street. Eco pods, Colleen Crescent.
- Install headwall and tidy drain at 9 Mary Street.
- Improve/redesign pits in Rowan Ave, Grevillea Street and 607 Primrose Sands road.



Land Improvements:

- Growing season – continual mowing
- Tree work – Main Rd Sorell, Carlton River Road walkway, 33 Erle Street, 14 Riviera Drive
- Ongoing maintenance for Parks, Reserves and Walkways
- Contractor Mowing of Council owned Reserves completed





FACILITY MAINTENANCE CO-ORDINATOR– Amy Neubauer / Josh Pullen

All Buildings - general maintenance requirements as per form 46

Repairs and maintenance Summary of Buildings – by Work Order Type:

Work Order Type	Work Order Cause	No. of Work Orders
CM - Corrective	01, 02, Cause of Failure, Asset Age	7
	01, 03, Cause of Failure, Faulty Element	7
	01, 04, Cause of Failure, General Wear & Tear	6
	01, 05, Cause of Failure, Other	3
	01, 06, Cause of Failure, Vandalism	13
	01, 08, Cause of Failure, Weather Event	1
	CM - Corrective Total	37
MD - Non-Maintenance		1
PM - Periodic		1
Grand Total		39

Repairs and maintenance to public toilet facilities:

Asset Name	Work Order Cause Code	No. Work Order ID
Boat Park Public Toilets	01, 04, Cause of Failure, General Wear & Tear	1
	01, 06, Cause of Failure, Vandalism	3
Boat Park Public Toilets Total		4
Carlton Beach Public Toilets	01, 03, Cause of Failure, Faulty Element	1
	01, 04, Cause of Failure, General Wear & Tear	2
	01, 06, Cause of Failure, Vandalism	2

Carlton Beach Public Toilets Total		5
Dunalley Canal Public Toilets	01, 03, Cause of Failure, Faulty Element	1
	01, 05, Cause of Failure, Other	1
Dunalley Canal Public Toilets Total		2
Fly Way Island Public Toilets	01, 06, Cause of Failure, Vandalism	2
Fly Way Island Public Toilets Total		2
Park Beach Public Toilets	01, 02, Cause of Failure, Asset Age	1
	01, 04, Cause of Failure, General Wear & Tear	1
	01, 06, Cause of Failure, Vandalism	1
Park Beach Public Toilets Total		3
Grand Total		16

ASSETS / GIS / ICT – Julie Mann

- Q2 Capitalisation completed.
- ICT and Fleet, Plant and Equipment Fixed Assets have now been transferred and accounting information now managed in Assetic.
- Unsealed Roads condition survey now complete. Predictor modelling to commence in January.
- Proposals were sought after from external contractors to review Councils cyber security in the way of penetration testing, i.e., seek out Council's vulnerabilities. Cyber CX will be commencing this review next month and expect results / recommendations by end of Feb.

PROJECT ENGINEER – Julie Mann on behalf of Anthony Walters

Road & Traffic

Vulnerable Road User Program 20/21:

- Pedestrian crossing in Main Rd Sorell, adjacent to the high school bus stop / roundabout (Opposite 46 Main Rd) works are still in progress
- Pennington Drive to the Sorell Park and Ride – still in progress

Footpaths:

- Raprinner St to Meethenar St – In progress
- Park Beach Rd to Park Beach Car Park – Aboriginal cultural assessment and report has been done and submitted to Council, now awaiting DPIPW for decision on permit before commencing
- Lewisham Scenic Drive – Design phase



Safer Rural Roads Program:

- Brinktop Rd Road Widening - Works have been postponed and programmed to commence in the New Year

Buildings

Pembroke Park Stadium

- Plumbing is continuing for sewer and stormwater from building.
- Installation of mechanical ventilation is nearing completion.
- Installation of internal plumbing is nearing completion.
- Installation of window and doors is nearing completion.
- Works have commenced on stage 2 of the stadium car park sub grade. This has meant the relocation of the sub-contractors shipping containers being relocated to the gravel car park adjacent to the netball change rooms.
- Installation of plaster is nearing completion.
- Electrical installation is nearing completion.
- Roofing to main stadium is complete.
- Installation of external cladding is nearing completion.
- Security specification has been finalised between Sorell Council ICT and VOS.
- Canteen/ kitchen layout is being finalised.
- Screed to wet areas is continuing.
- Installation of the vinyl to the change rooms and toilet areas has commenced.
- Installation of joinery has commenced.
- Wall lining to main stadium is nearing completion.
- The installation of air conditioning units to offices and meeting rooms has commenced.

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

Meetings Attended:

- Staff Consultative Committee Meeting
- Various meetings with Sorell School Action Crew RE: Inside Out Project
- Meeting with Arts Practitioners involved in our Arts Tasmania Grant Project
- Various Discussions RE: WHS
- Various meetings RE: Pembroke Park Stadium
- Judy Young RE: Dunalley Cemetery
- Jenny Cowling: RE Sorell School's usage of Pembroke Park
- Sorell Football Club RE: Clubroom Arrangements
- South East Community Care: RE usage of Pembroke Stadium
- Depot Leadership Meeting
- Sorell Rotary RE: Canteen Operations
- Management Meeting
- Department Meeting



- Various HR meetings
- Council Workshop

HUMAN RESOURCES

Resignations

- John Molnar retired from his position of Senior Planner.
- Sally Hill resigned from her position of Building Surveyor.

Recruitment

- Customer & Business Support Officer: Applications have closed and interviews will be conducted in due course.
- Municipal Worker – Roads: Applications have closed and interviews will be conducted in due course.
- Senior Planner: Application has been advertised.

Appointments

- Operations Manager – Pembroke Park Stadium & Community Recreation Facilities: Antoni Costa was appointed and commenced on 4 January 2022.
- Municipal Worker – Parks & Reserves: Rhys Long was appointed and commenced on 10 January 2022.

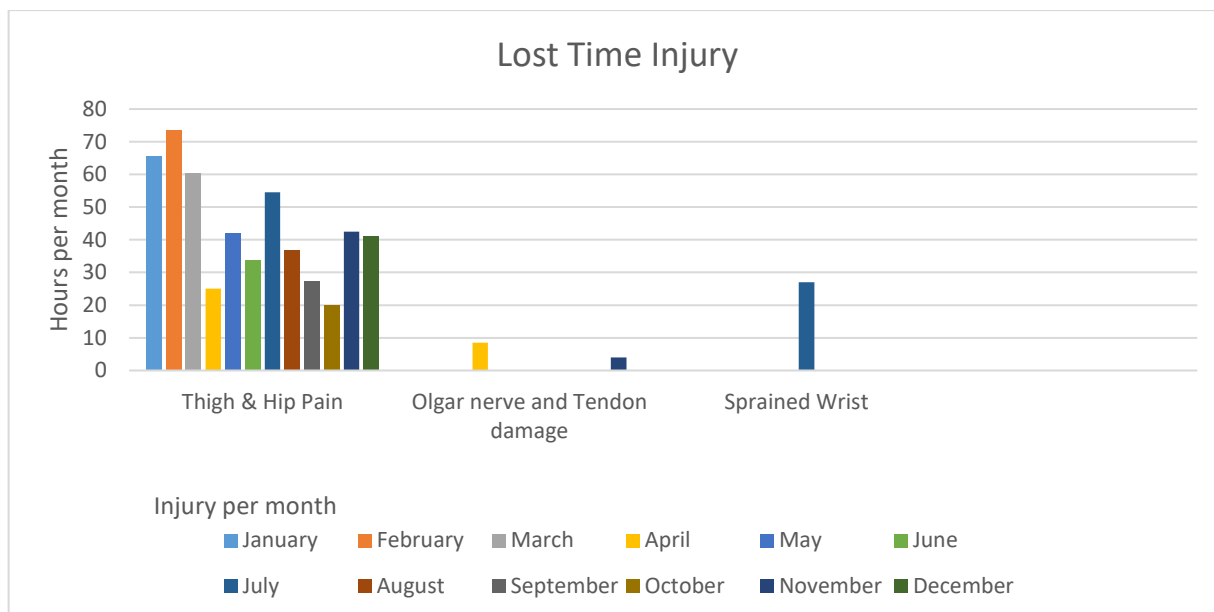
PAYROLL / EMPLOYEE SUPPORT

- Two pay runs and end of month processing completed.
- Subscribe HR & Dialog Meetings Attended
- Interviews
- Payroll Testing
- Payroll Training

WORKERS COMPENSATION

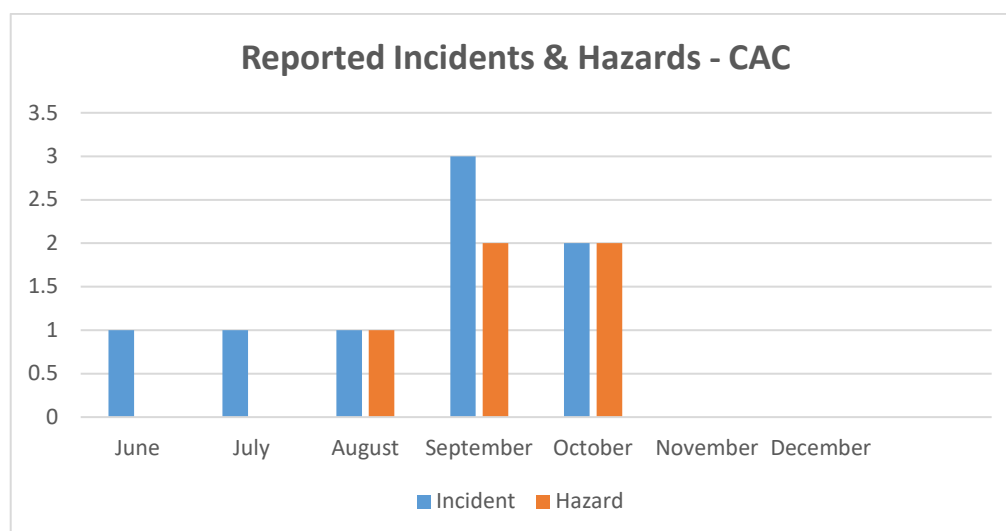
2 x Active claims with QBE

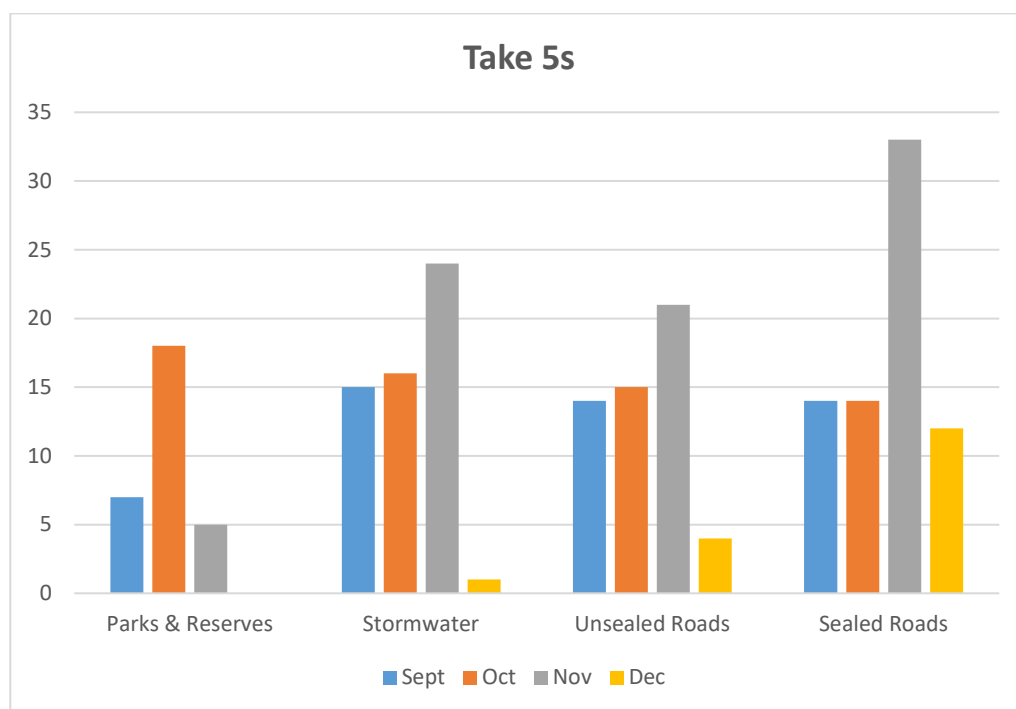
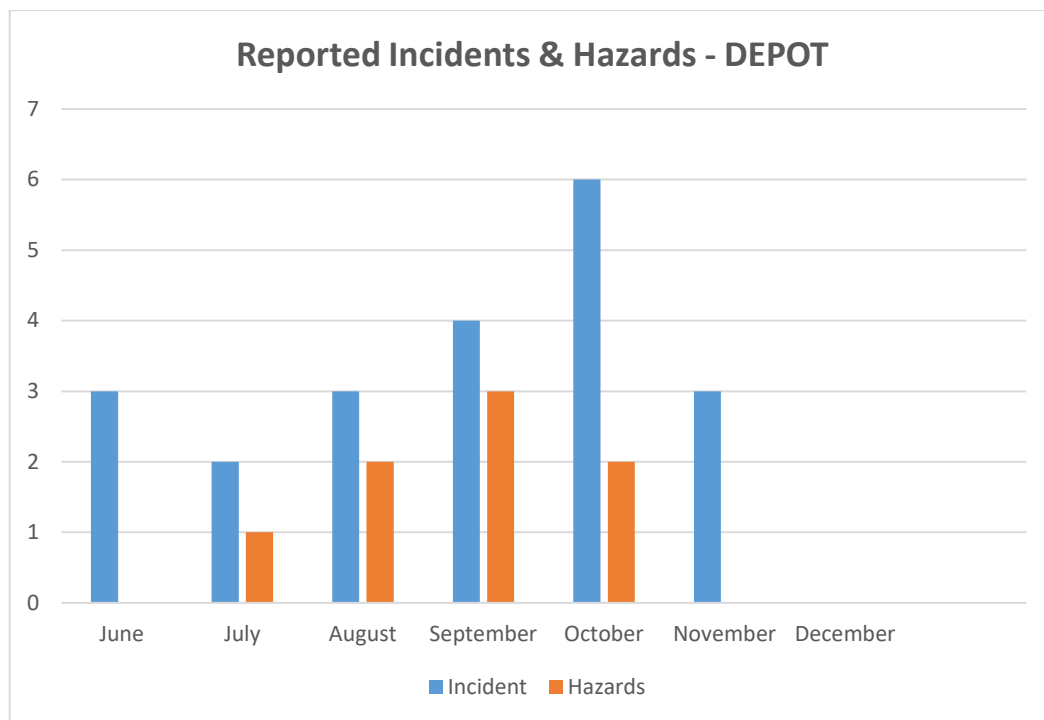




WHS

- Implementation of Take 5s has commenced for most workgroups. Will continue working with remaining operational areas to refine process.
- Online Induction content currently being reviewed.
- Risk Registers for workgroups are being reviewed for content and currency.

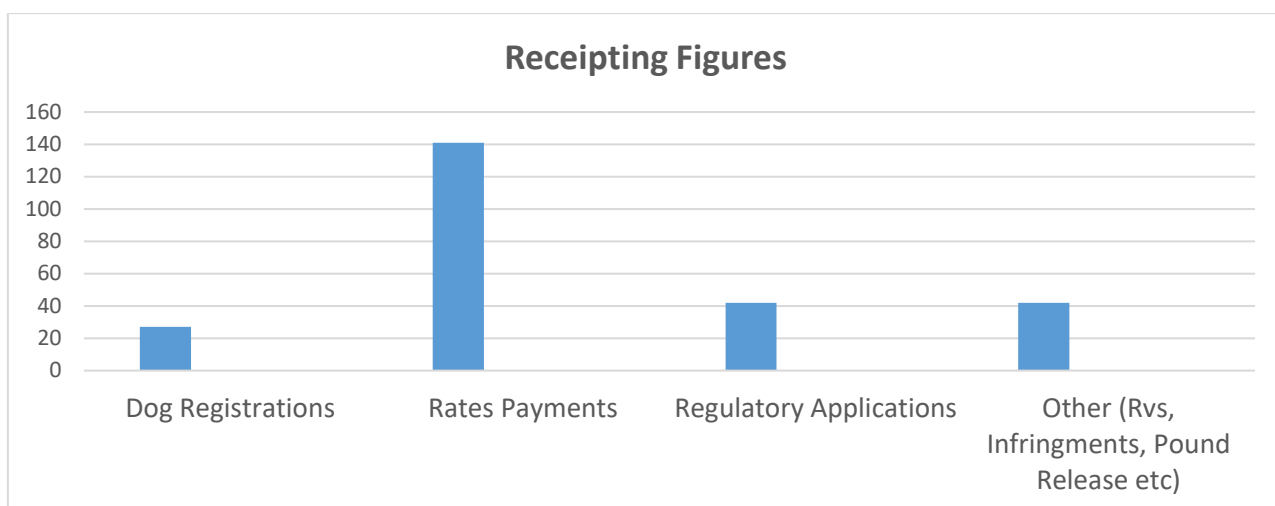




CUSTOMER & BUSINESS SUPPORT

Receipting figures – December





Phone Call Reporting – December 2021

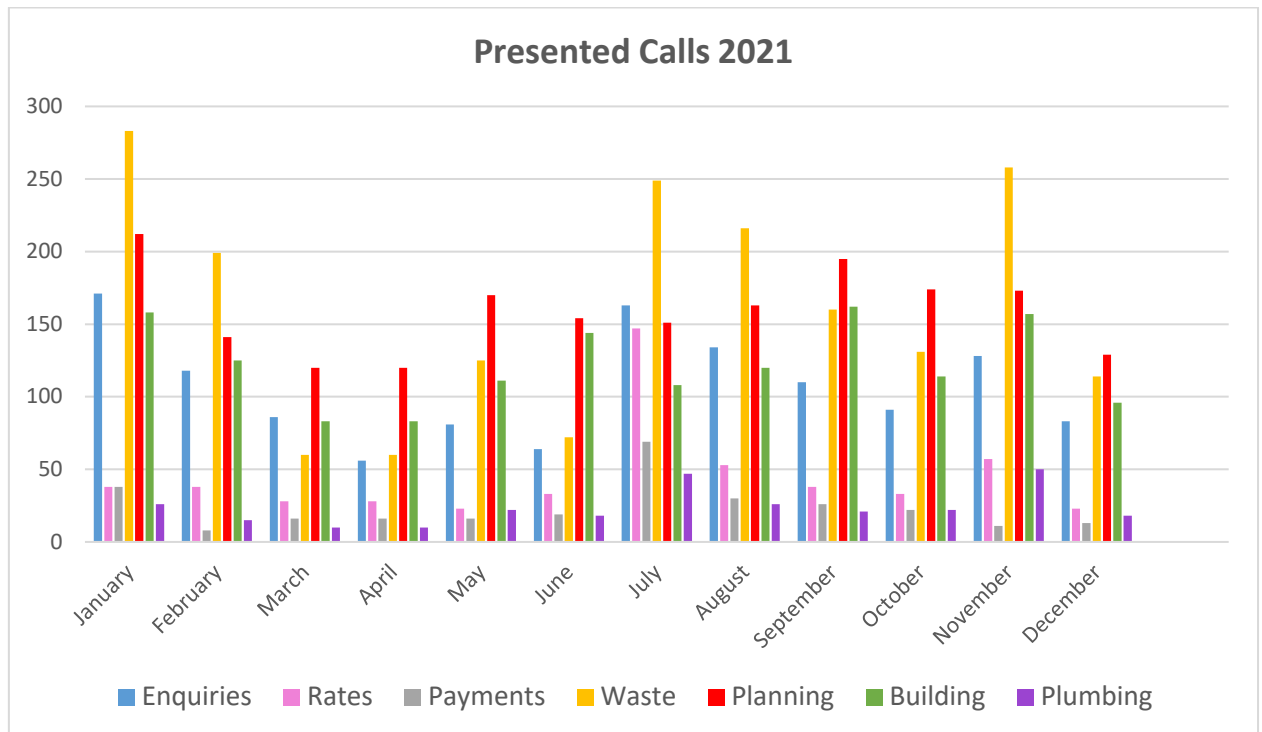
Enquiry	Number of Answered Calls	Average Speed of Answer	Percentage of Calls Answered
Building	82	28 seconds	85.4%
Enquiries	72	9 seconds	86.7%
Payments	11	5 seconds	84.6%
Planning	119	17 seconds	92.2%
Plumbing	16	13 seconds	88.9%
Rates	21	9 seconds	91.3%
Waste/Bins	99	9 seconds	86.8%

87.9% of calls are being answered within **12.8 seconds**. Time includes welcome message and option menu for customers.

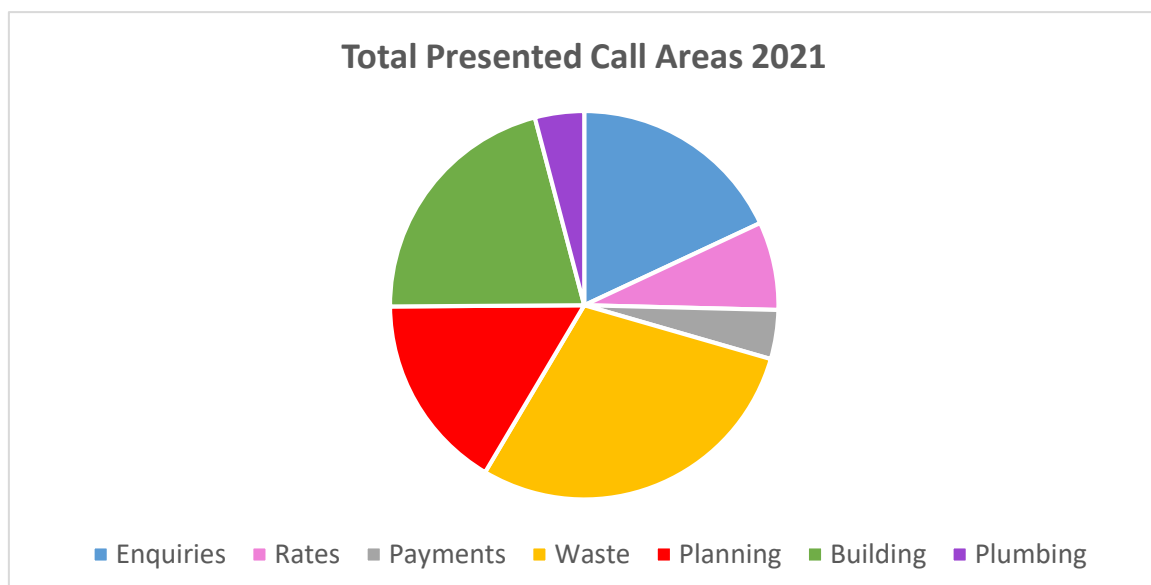


**Planning & Building calls will show a longer answer time as they are the last options for customers to choose when calling in via the phone system.

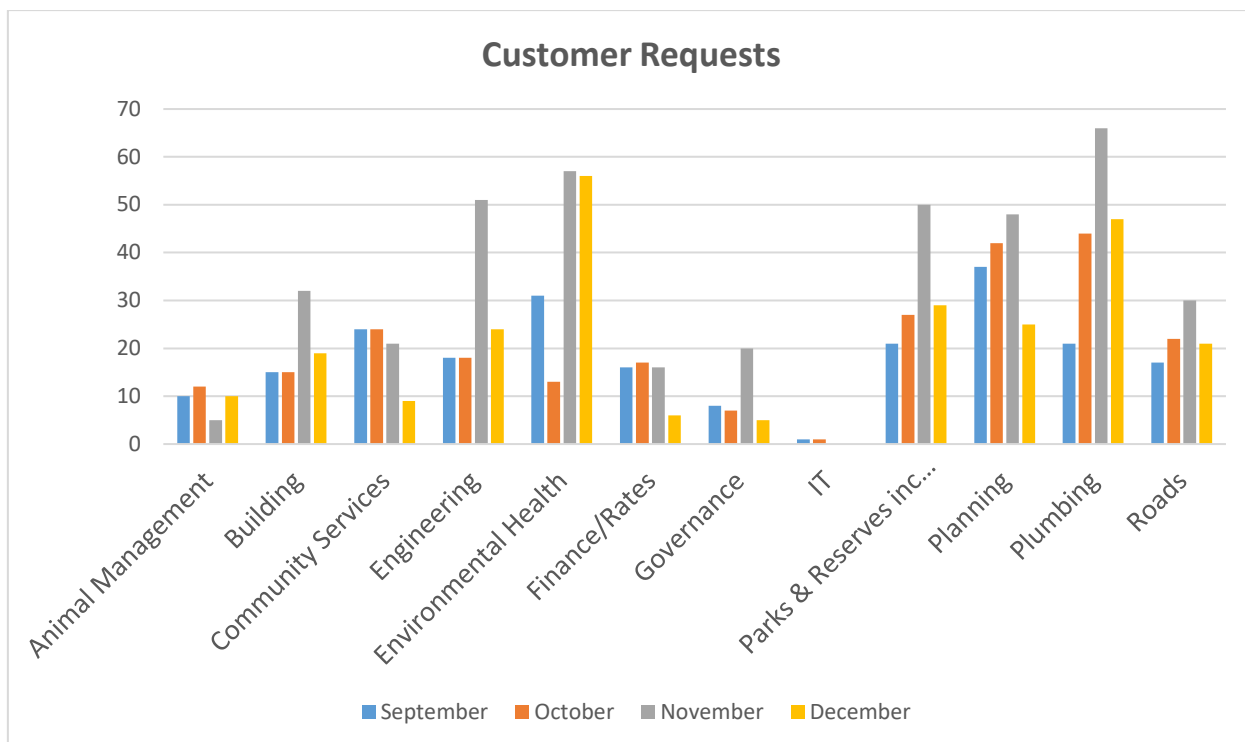
Presented Calls by month for 2021



Total Presented Calls for 2021

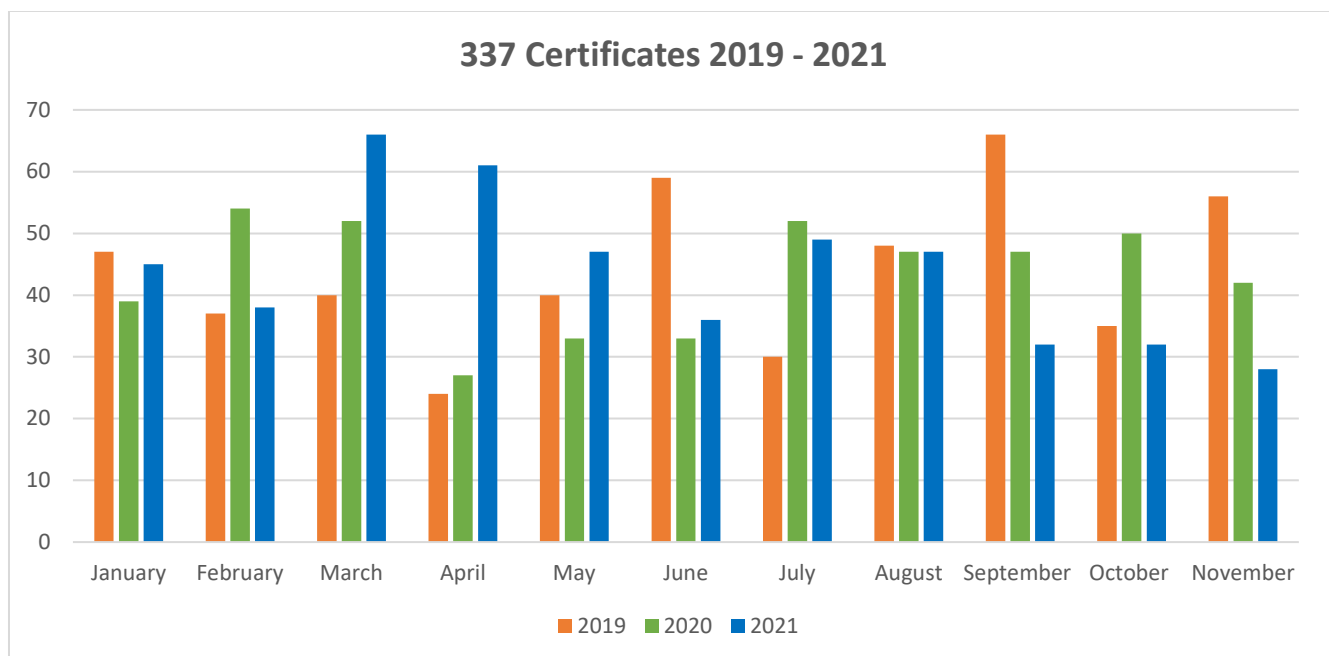


Customer Requests - CRMs created for the month of December

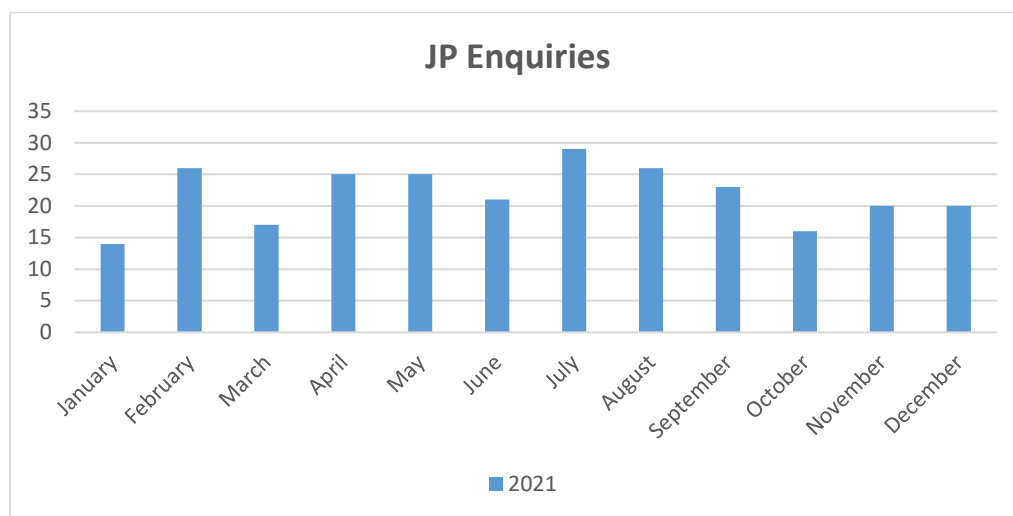


337 Certificates

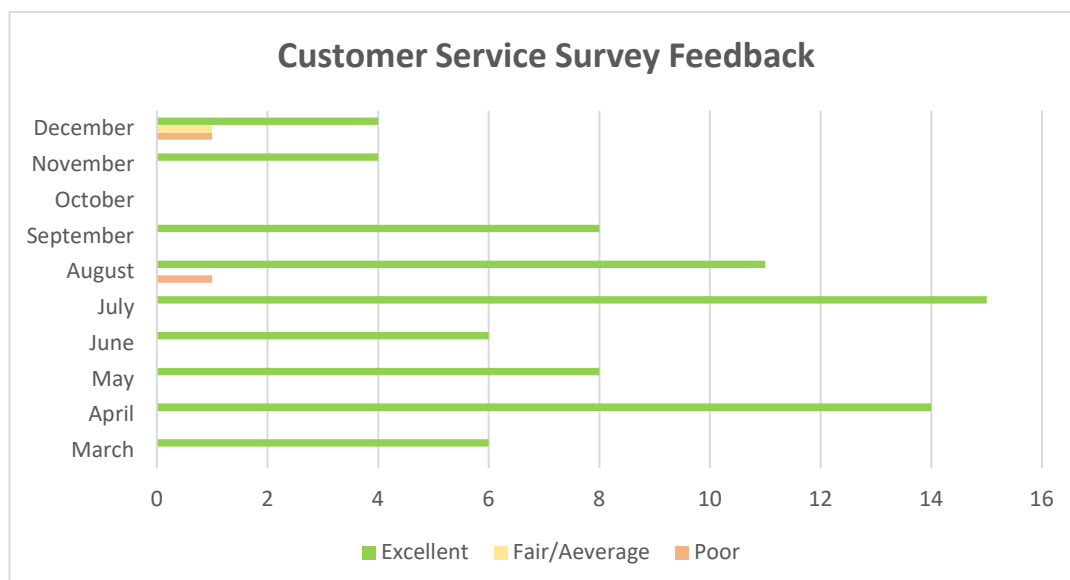
Council processed 42 - 337 Certificates in December 2021, which relate to the sale of properties as detailed in the graph below.



Justice of the Peace Enquiries



Customer Service Survey Feedback



We received 6 completed customer service surveys for the month of December.

COMMUNICATIONS

General

- Sorell Times – Regular monthly advert.
- Council Works Update – Monthly update compiled re current and soon to be commenced Council works and published on our website, Facebook and Instagram pages.
- Website – Updated with news and documents including Council Works Updates and SafeWaste Bin Latch trial.
- Australia Day Awards – Promotions are ongoing.



- Brochures – all public brochures currently being updated for printing.
- Waste Education – Facebook posts ongoing and planning for a recycling display is ongoing.
- Social Media Policy – This policy is currently being updated.

Community Consultation

- Nil this month.

Advocacy

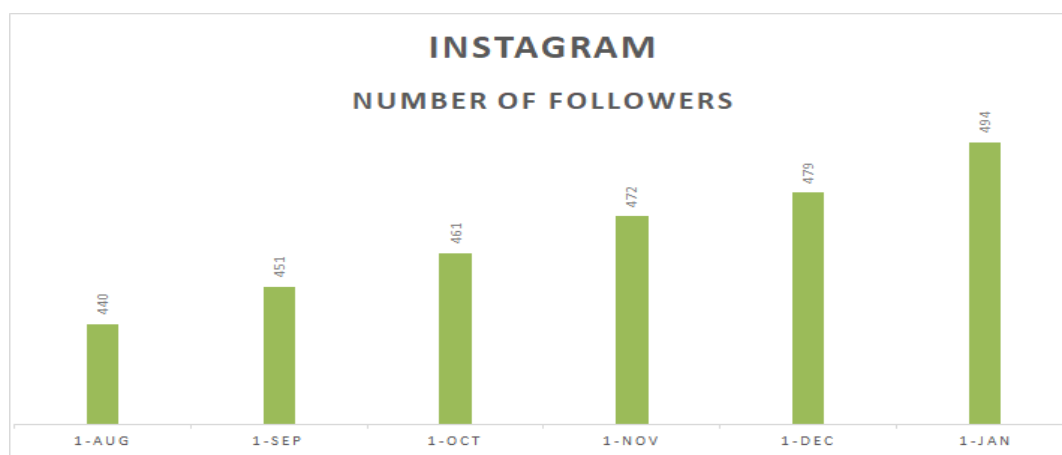
- Update of Council's Regional Strengthening Projects document is ongoing.

Area Promotion/Marketing

- Sent photos to ERA Planning & Environment for their website feature on the Sorell Open Space Strategy.
- Midway Point Hall signs – Working with Eye Spy to renew the signage at Midway Point Hall.

Social Media

FACEBOOK 13 December - 9 January					
Post	Post Date	Reach	Reaction	Comment	Shares
Council Works Update	3/01/2022	1901	7	3	3
Council services over the festive period	22/12/2021	1307	5	2	3
SafeWaste Bin Latches - Trial participants wanted	21/12/2021	4135	63	58	5
Masks required for indoor settings	20/12/2021	1148	10	3	2
Sorell COVID-19 Exposure Sites	19/12/2021	1064	4	1	1
A Christmas Message from Elf Mayor Kerry Vincent - Merry Christmas everyone!	19/12/2021	1434	66	8	2
EOI's - Gymnasium Operation, within Pembroke Park Stadium	16/12/2021	8716	13	8	8



MEDIA

- The Mercury – Submitted information for Mercury Newspaper's Christmas Service Guide 2021.

CORPORATE ADMINISTRATION**RIGHT TO INFORMATION**

- No Right to Information Requests were received.

POLICY REVIEW

- Reviewed Public Interest Disclosure Policy and sent to the Ombudsman.
- Social Media Policy - Currently under review.

COMMUNITY SERVICES – Hours of Use

Facility	Hours for Month of September 2021	Hours for Month of October 2021	Hours for Month of November 2021	Hours for Month of December 2021
Midway Point Hall	56	56.5	95.5	46
Copping Community Hall	12	9	51	48
Dunalley Hall	30	4	13	26
Sorell Memorial Hall	136	128.5	155.5	89
Dodges Ferry Rec Centre	76	73.5	77.5	37
Pembroke Park - TOTAL	43	87.5	304	137
Junior Oval	5	15	47	47.5
Senior Oval	0	14	71	69
Netball Courts	28	57.5	108	11
Soccer Pitch	10	0	18	9.5
Dodges Ferry Oval	0	0	35	4
PCYC	20	19	25	14

OTHER DEPARTMENT ACTIVITY

- Various lease and licence agreements
- Various hall and ground booking agreements
- Cemetery burial and columbarium wall bookings
- Preparations for Australia Day
- Pembroke Park Stadium
- School Bursary Awards
- Chelko, Constance ARI and David & Evi Arts Practitioners re our Arts Tasmania Grant Project

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



- Sorell Cricket Club – Cricket Nets project
- Sorell Football Club
- Anglican Church
- Community Services Special Interest Group Meeting

8.4 FINANCE – SCOTT NICOL, ACTING MANAGER

Financial Management

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

- Finance staff continued working on the Mid-Year Budget Review (MYBR) for both the operating and capital budgets.
- Finance staff continued working on Phase 2 of the 2020/2021 Consolidated Data Collection Survey.
- Finance staff met again with the Department of Education to clarify a number of financial and operational requirements per the Dodges Ferry Recreation Centre Deed between the Crown and Council. The Department is yet to respond to some queries which will allow the matter to proceed.
- Finance staff completed and submitted the Pembroke Park Stadium grant milestone reporting to the Commonwealth Government. The milestone report was due for lodgement by 31 December 2021.
- Finance staff completed and submitted the Pembroke Park Stadium grant milestone reporting to the State Government. The milestone report was due for lodgement by 23 December 2021 (this was an approved extension to the deed due date of 30/11/2021).
- Finance staff completed the South East Region Development Association (SERDA) ad-hoc and monthly financial tasks.

Rates

- At the end of December 62.0% of rates had already been paid, compared to 62.5% at the same time last year.
- Supplementary valuations have been received from the Office of the Valuer-General, year-to-date totalling \$58k in general rates, \$19k in waste charges and \$3k in fire levy income.

Audit

- Nil



Operational Plan

During the month of December, finance staff progressed on the following 2021/2022 Operational Plan items:

Operational Plan Item	Status
Finance System Upgrade	Testing stage continued. Significant time was spent by Finance staff testing system modifications and integrations. Further external Dynamics 365 Business Central training was provided to key Council staff. Training was conducted by Dialog, Council's system provider.
Policies & Procedures Review	In progress.
Internal Audit of Finance Policies	Planning stage continued, including review of all current finance policies and procedures.
Long Term Financial Plan (LTFP) Review & Financial Management Strategy	Not commenced.
Land Tax Review	In progress. Waiting on review and finalisation by Financial Accountant.
Finance Capital Job Input Review	In progress (at final stage). Waiting on review by Manager Finance.
Register of Finance & Rates Procedures	In progress, including development of draft procedures and moving current procedures into the updated template.
Fuel Purchasing System Checks/Control Review	In progress. A number of Ampol reports have been selected and now a final process decision is to be made.
Rates Property #1 account	In progress, including collating data and discussions with Council's CBA Relationship Manager.

Grants & Funding

During the month of December, the following grants were received and/or invoiced:

- Council invoiced the Commonwealth Government Department of Infrastructure \$1.8m in relation to progress report 4 of the Pembroke Park Stadium grant funding. Council are yet to receive the grant funding from the Department.
- Council invoiced the State Government Department of Communities \$600k in relation to progress report 3 of the Pembroke Park Stadium grant funding. Council are yet to receive the grant funding from the Department.

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

Insurance

- Finance staff have completed two claims made by residents in relation to the weather event in the month of December. Both claims were to vehicle damage and below the Council public liability insurance policy excess. The total value of damage incurred by the Council was \$1,823.
- A number of other possible insurance claims remain ongoing but are more than likely going to result in neither a claim or cost to Council. Finance staff are monitoring the progress of these claims closely.

Fleet Management

- Five out of the six vehicles were ordered in November and December. The sixth vehicle is expected to be ordered in January/February 2022.

Plant and Equipment Disposals

- Nil

Meetings

- Monthly meeting, with all key internal stakeholders, regarding the NAV finance system upgrade – 14/12/2021
- Monthly capital works meeting with Finance, Asset Management, Engineering and Depot staff – 14/12/2021
- Monthly team meeting with the Finance Department – 22/12/2021
- Monthly rates working group meeting – 15/12/2021
- Regular meetings with Dialog to discuss the finance system upgrade from NAV to Business Central – 2/12/2021 & 23/12/2021



- Dynamics 365 Business Central training sessions held by Dialog – 16/12/2021 & 21/12/2021
- Meeting with the Department of Education to discuss the Dodges Ferry Recreation Centre Deed – 13/12/2021
- Meeting with CouncilWise to keep progress on resolving items in relation to integration between Property Wise and the finance system upgrade from NAV to Business Central – 16/12/2021

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 14th and 21st December 2021 be noted.”



11.0 GOVERNANCE

^
—

11.1 COPPING REFUSE SITE JOINT AUTHORITY REPORT SEPTEMBER QUARTER

RECOMMENDATION

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

ROBERT HIGGINS
GENERAL MANAGER
05 JANUARY 2022
Attachments (3)





Copping Refuse Disposal Site Joint Authority

10 December 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 REPORT: September 2021 Quarter

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 25 November 2021

Material matters addressed in the open meeting:

- Endorsed the September 2021 Quarterly Report (attached) for distribution to participating councils
- Approved repayment of Clarence City Council's overpaid Gate Fee for \$148,999.83 for the period from July - September 2021
- Discussed the status of the composting business opportunity and the next steps required for consideration by participating councils
- Noted the peripheral costs incurred to date to assess the composting opportunity, undertake due diligence and develop the business case
- Noted the duties of Authority Representatives, particularly those under the Rules, Work Health and Safety legislation, and State and Federal environmental legislation
- Approved the Authority's meeting schedule, including a site visit to Copping in February 2022 and a change to start time (now 2.00pm) for meetings over the rest of the year
- As the single member, noted the standalone financial statements for C Cell Pty Ltd as Trustee
- Noted that the change to Rule 219 had been finalised
- An update on activities of the Boards of Southern Waste Solutions and C Cell Pty Ltd provided by Board Chair, Dr Christine Mucha.

In closed meeting, the outcome of the performance review of the Authority Secretary was reported, as required under the contract.

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
ORDINARY COUNCIL MEETING
18 JANUARY 2022

SWS Board Meeting held on 25 August 2021

Material matters addressed:

- Continued efforts to secure the lease and purchase of the Lutana site
- Continued the assessment of the composting project, which included a site visit to Dulverton Waste management earlier in the month
- Assessed the refund of Clarence City Council's overpaid Gate Fee for months of July - September 2021
- Approved the Management Representation Letters to the Tasmanian Audit Office
- Endorsed the Quarterly Report to the Authority for March 2021
- Noted SWS's Monthly Operational Overview and Financial Report for the month of July 2021
- Endorsed the C Cell management report for the month of July 2021

Board workshop held on 10 September 2021 to develop the project plan to assess the composting opportunity**SWS Board Meeting held on 22 September 2021 (unscheduled meeting at the request of the Tasmanian Audit Office)**

Material matters addressed:

- Adopted the audited financial statements for the Authority (consolidated) and C Cell Pty Ltd as Trustee
- Due to the change in TAO's procedures, re-signed and reissued the Management Representation Letters and Directors Declarations

SWS Board Meeting held on 29 September 2021

Material matters addressed:

- Ongoing efforts to secure the lease and purchase of the Lutana site
- Continued planning and assessment of the composting business opportunity, including the appointment of stakeholder engagement consultants
- Discussed the impact of severe rainfall events on the wetlands pilot project
- Discussed the plans to manage leachate at Copping given the heavy rainfall forecast
- Approved the transfer of the Copping site monitoring contract from AquaSci to Elgin Associates for the remainder of the contract
- Endorsed the C Cell Management Report for the month of August 2021
- Noted SWS's Monthly Operational Overview and Financial Report for the month of August 2021
- Requested the Master Plan for Copping be updated for all known changes

A meeting of the Board's Audit & Risk Committee was also held on 29 September 2021.

SWS Board Meeting held on 27 October 2021

Material matters addressed:

- Ongoing efforts to secure the lease and purchase of the Lutana site

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
ORDINARY COUNCIL MEETING
18 JANUARY 2022

- Acknowledged the CEO's resignation with effect on or before 30 April 2022 and confirmed the recruitment plan
- Continued planning and assessment of the composting business opportunity including:
 - a briefing on MRA's financial model underpinning the feasibility study
 - progress on the initial stakeholder engagement
 - review of the additional (peripheral) costs incurred in assessing the project
- Noted the intention to facilitate weekend deliveries to Lutana for selected customers
- Noted the intention to audit greenhouse gas emissions in anticipation of the future need for carbon tax accounting
- Discussed the feedback from DHHS regarding the unsuccessful clinical waste tender
- Endorsed the C Cell Management Report for the month of September 2021
- Adopted the Annual Report 2020/21
- Authorised the annual compliance declaration to Tascorp
- Approved the September 2021 Quarterly Report to the Authority
- Recommended approval of the repayment of Clarence City Council's overpaid Gate Fee for \$148,999.83 for the period from July - September 2021
- Noted SWS's Monthly Operational Overview and Financial Report for the month of September 2021

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 September 2021

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
ORDINARY COUNCIL MEETING
18 JANUARY 2022

11.2 MOTION PASSED AT THE COUNCIL ANNUAL GENERAL MEETING REGARDING COUNCILLOR LEAVE OF ABESENCE

MOTION

“That all Councillors vote on whether Councillor De Williams should be asked to repay the \$40,000.00 approximately she has received while on special leave and not performing any Council duties.”

INTRODUCTION

Sharon Fotheringham asked about the approval of Leave of Absence for Councillors and that a councillor has been granted approval to be absent for almost 50% of their elected term.

Sharon Fotheringham moved a motion regarding the return of councillor allowance for the time of Leave of Absence as per the above. The motion was seconded with all electors present voting in favour of the motion.

Mayor Vincent advised at the AGM that due to the nature of the motion the General Manager would seek further advice.

GENERAL MANAGER’S COMMENT

The General Manager has discussed the motion with the Local Government Division of DPAC and Council’s Solicitor with regard to establishing that it is a validly made motion and secondly, the obligation for Council to then consider and vote on it.

A review of the Local Government Act 1993 and Local Government (Meeting Procedures) Regulations 2015 has not identified any issues with the motion. It is neither defamatory, contains offensive language or is unlawful.

Subsequent to this, Councillors are obligated to vote on the motion as put.

The matter of a Council requiring a Councillor to repay or reimburse an elected member allowance is not called up or mandated by the Act or Regulations. Similarly, the Councillor is not required or obligated to repay or reimburse their allowance. That is, there is no legislative mechanism or basis for either scenario.

The manner in which the leave of absence periods were sought was legal as was the manner in which the Council duly considered and resolved the requests.



11.3 MOTION PASSED AT THE COUNCIL ANNUAL GENERAL MEETING REGARDING DISCOUNT ON RATES

RECOMMENDATION

“That Council considers offering a discount on early full payment of rates of somewhere between where it is now and 10%.”

INTRODUCTION

Mike Purdon raised that Division 9 Section 130 of the Local Government Act 1993 refers to a Discount for Early Payment of rates and states a discount of up to 10% may be offered. Sorell Council offers no such discount.

Mike Purdon moved a motion that Council consider offering a discount for early payment of rates. The motion was seconded with all electors present voting in favour of the motion.

GENERAL MANAGER’S COMMENT

The matter of a council offering a rate discount for early payment in full is not applied consistently across the sector nor is the quantum of the discount where offered.

Sorell Council has considered this previously and formed the view that whilst an incentive for those with the means to make an early total lump sum payment, for those ratepayers who are not in that position it could be perceived as an indirect penalty and by extension, an inequitable approach.

It is submitted that as part of the 22/23 budget preparation and rates strategy, the matter be considered in this context and subsequently incorporated into the rates structure if deemed appropriate.

12.0 ENGINEERING & REGULATORY SERVICES

^

Nil Reports

13.0 HR & COMMUNITY SERVICES

^

13.1 COMMUNITY GRANTS PROGRAM

RECOMMENDATION

“That Council resolve to approve the following community group to receive a grant under the 2021-2022 Community Grants Program.”

Introduction

Through the Community Grants Program 2021-2022, funds are available for support towards a project, event or activity. Council provides financial support to eligible community groups and organisations within the Municipality.

Strategic Plan

Objective 3.8 – To Ensure a Liveable and Inclusive Community – *Encourage and support the local arts, cultural activities, programs and events.*

Annual Plan

Sufficient funds exist within the Operational Plan.

Policy

Community Grants Policy.

Asset Management Implications

NIL

Risk Management Implications

NIL

Community Implications

There will be positive implications for the community through the provision of funds for activities and projects within the Sorell Municipality.

REPORT

For the month of December, Council received one Community Grant Application for the amount of \$1700.00 from Southern Tasmania Country Music Muster.

This application is presented to Council for approval.



SONIA PULLEN
COMMUNITY LIAISON OFFICER
Date 11 January 2022

14.0 FINANCE

14.1 EXECUTIVE SUMMARY – FINANCIAL REPORT DECEMBER 2021 YTD

RECOMMENDATION

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

FINANCIAL REPORT DECEMBER 2021 YEAR-TO-DATE

The operating surplus for the period ended 31 December 2021 of \$8.288m is above the budget of \$7.440m by \$847k. The main drivers of this position are:

- Recurrent income year to date is \$17.559m, which is above budget by \$483k.
- Operating expenses year to date are \$9.271m, which is below budget by \$364k.

NOTES TO THE ACCOUNTS

1. RATES AND CHARGES

Rates and charges are above budget by \$200k to the end of December.

General rates revenue, domestic waste annual charges and fire levy income are above budget by \$151k in total. This is largely a result of supplementary rate notifications received from the Office of the Valuer-General in June 2021, after the rates modelling had been completed for the 2021/2022 budget and the budget had been approved. This is also a result of supplementary valuations received from the Office of the Valuer-General year-to-date totalling \$58k in general rates, \$19k in waste charges and \$3k in fire levy income.

These variances are slightly offset by:

- State grant rate remissions, which are above budget by \$10k and rates pensioner concessions, which are below budget by \$25k. State grant rate remissions are above budget as a result of Council receiving more reimbursements from the State Government for pensioner concessions than



anticipated year to date. Rates pensioner concessions are below budget as a result of Council receiving less pensioner concession applications year to date than anticipated.

At the end of the financial year, State Government rate remissions received will equal rate pensioner concessions granted by Council, resulting in a \$0 net impact to Council.

2. STATUTORY FEES AND CHARGES

This category is below budget by \$62k to the end of December, this is predominantly as a result of town planning fees being less than expected year to date.

3. USER FEES

This category is above budget by \$112k to the end of December. This is largely a result of the following variances:

- Building assessment fees are \$25k above budget, predominantly as a result of fees recognised in relation to Sorell School redevelopment.
- Dog registration and renewal are \$9k above budget, predominantly due to fees being received earlier than budgeted.
- Engineering inspection and approval fees are \$50k above budget, predominantly as a result of unbudgeted fees recognised in August, September and November.
- Plumbing application and plumbing inspection fees are a total of \$23k above budget, predominantly as a result of fees recognised in relation to Sorell School redevelopment.
- Building administration fee and training levy income are \$7k and \$10k 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.

These variances are slightly offset by:

- Caravan licences, which are below budget by \$18k, predominantly as a result of less fees raised than expected and write offs of \$10k in relation to prior year debts and administrative errors.

4. GRANTS OPERATING

This category is below budget by \$82k to the end of December.



The Commonwealth Government Financial Assistance grant income is above budget by \$83k. This is because at the time the budget was prepared the amount Council was to receive for this grant was unknown. Therefore, a budget of \$1.101m was estimated based on advice received from the Commonwealth Government in May 2021. The actual amount to be received by Council in 2020/2021 is \$1.268m. This will be adjusted for at Mid-Year Budget Review.

Refer to attachment (h) Grants Variance Analysis for a detailed explanation of the State Government grants and subsidies variance.

5. CONTRIBUTIONS RECEIVED

This category is above budget by \$91k to the end of December, this is largely a result of the following variances:

- Public Open Space contributions is \$40K above budget, predominantly as a result of a sub division Old Forcett Road, Forcett.
- Contributions received other is \$54k above budget, predominantly as a result of contributions made to the completed Pembroke Park unisex change rooms by AFL Tasmania.

6. INTEREST

This category is above budget by \$6k to the end of December, this is largely a result of the following variances;

- Rates interest penalty is \$11k above budget, predominantly as a result of Council receiving more interest than anticipated year to date.

7. OTHER INCOME

This category is above budget by \$56k to the end of December, this is largely a result of the following variances:

- SERDA – external labour hire recoveries is \$40k above budget, predominantly as a result of unbudgeted recoveries for new program and final windup recoveries for Tasmanian Community Fund program.
- Sundry income is \$10k above budget.

8. INVESTMENT IN TASWATER

This category is above budget by \$162k to the end of December. A TasWater dividend was not expected to be paid until February, 2022.



9. EMPLOYEE BENEFITS

Total employee benefits are above budget by \$4k to the end of December. Salaries is above budget by \$135k or 5.7%. This variance is not significant to the overall salaries budget, however is likely due to less staff taking leave year to date than estimated. The following variance is of note:

- Salaries transferred to WIP is \$19K above budget, this is a result of higher than expected capital works to date.

This variance is offset by:

- Staff training is \$20k below budget, predominantly as a result of Council and employees being slow to get their training needs documented, approved and completed.

10. MATERIALS AND SERVICES

Materials and services are \$272k below budget to the end of December.

The following significant variances are noted:

- Advertising is below budget by \$9k, as a result of lower than expected expenditure of \$3k to date and outstanding invoices for the month at the end of December.
- Computer software, maintenance and licences is below budget by \$28k, due to an expected software purchase in November and December yet to be resolved.
- Mornington park transfer station disposal costs are below budget by \$9k, as a result of outstanding invoices for the month at the end of December.
- Electricity is below budget by \$19k, as a result of a number of most recent invoices for December not being posted until January.
- Legal fees (advice etc.) is below budget by \$12k, as a result of less than expected expenditure year to date.
- Operating capital is below budget by \$17k, as a result of expenditure not required year to date across a number of Departments, including Information Technology, Waste Management, Animal Management, Customer & Business Support and Workplace Health & Safety. The majority of this expenditure will occur in 2022. However, some of this expenditure is no longer necessary.
- Kerbside green waste collection, kerbside recycling collection, kerbside recycling disposal, kerbside garbage collection and kerbside garbage disposal are below budget by \$10k, \$51k, \$8k, \$69k and \$11k respectively. This is a result of outstanding invoices for the month at the end of December.



- Signage and guide posts is below budget by \$33, largely as a result of signage and guide posts for roads unsealed not purchased to the level originally expected.
- Street bin collection contract is below budget by a total of \$9k. This is as a result of timing savings from lower collections versus budget.
- Tools/equipment expensed (under \$1,000) is below budget by \$8k, largely as a result of expected expenditure not occurring year to date.
- Valuation expenses is below budget by \$11k, largely as a result of invoices not being processed in relation to November and December until January.
- Water charges is below budget by \$37k, largely as a result of a TasWater overcharge refund at Midway Point of \$9k, general savings and invoices outstanding at the end of December from Tasmanian Irrigation (est. \$15k).

These variances are slightly offset by:

- Contractors is above budget by \$20k. This variance is a result of reallocated expenditure from consultants other, reduced usage of Techquity, the contractors engaged to provide IT services and support and contractors required to perform an unbudgeted works in Town Planning.
- Fuel is above budget by \$10k, predominantly as a result of increased fuel prices at the pump.
- Plant Hire – External is above budget by \$7k, largely as a result of works completed Nugent Road, Sorell that was planned later in the year and more other works than expected.
- Repairs and maintenance is above budget by \$43k, as a result of variances across a number of depot departments. Overall, these variances are a result of the unpredictable and reactive nature of a number of repairs and maintenance activities, making the timing difficult to estimate.

The following departments had significant over spends:

- Engineering \$6k, as a result of Council completing culvert private works at Alomes Road, Forcett. These private works were not budgeted for because the property owners were obligated to complete the works privately, however Council negotiated to complete the works on their behalf. This expenditure has been on-charged to the property owners and as a result sundry income is also above budget.
- Unsealed roads \$38k as a result of contractors removing trees in both Wiggins Road and White Hill Road, Forcett. These costs were not budgeted expenditure and will be raised at mid-year budget. Additionally, some expenditure was completed earlier than budgeted.



- Land improvements \$24k, as a result of oval maintenance being completed earlier than budgeted.
- Bridges \$21K, as a result of a number of unbudgeted expenses from necessary works. These costs will be raised at mid-year budget.

11. DEPRECIATION AND AMORTISATION

This category is below budget by \$121k to the end of December.

Depreciation is below budget by \$88k, as a result of no depreciation for some budgeted capitalised assets for July, August, September, October, November and December. These asset capitalisations are planned to occur in the second half of the financial year.

Amortisation is below budget by \$33K, as a result of the finance system upgrade budgeted to be capitalised in July 2021. However, due to project delays this is not likely to be capitalised until the first half of 2022. Amortisation on this project will not be recognised until it is capitalised.

12. FINANCE COSTS

This category is above budget by \$13k to the end of December, the variance is due to the timing of interest reimbursements of \$13k not being raised until January 2022.

13. OTHER EXPENSES

This category is below budget by \$13k to the end of December. The following significant variances are noted:

- Donations and section 77 expenses are below budget by \$35k, as a result of less applications year to date than anticipated.
- Employee Sub, Licences and Memberships are below budget by \$10k, as a result of a number of fees yet to be incurred to date that were already budgeted for.
- Functions and programs are below budget by \$61k, predominantly as a result of budgeted expenditure of \$60k in December for the Arts Tasmania grant works. This will now be incurred in the first quarter of 2022.
- Public liability insurance is below budget by \$20k. A 10% increase from 2020/2021 was budgeted for, however for the 2021/2022 financial year MAV Insurance introduced a new pricing model, which saw Council's actual premium decrease by 4%.



These variances are slightly offset by:

- Audit fees are above budget by \$5k, as a result of a number of unbudgeted small audits to be completed.
- Government contributions (voluntary) is above budget by \$140k, as a result of early payment of the quarterly instalment. This amount was budgeted in the month of January 2022.

14. GRANTS CAPITAL

This category is above budget by \$1.832m to the end of December.

Roads to Recovery funding for the Pawleena Road reconstruction was budgeted to be received in February 2022. However, the projects spend for the first quarter of the financial year was \$20k and as a result this amount was received in November. The projects predicted spend for the second quarter of the financial year was \$100k and as a result this amount was also received in November.

Other grants is above budget due to receiving an unbudgeted grant of \$27k from Australian Cricket Infrastructure Fund for cricket nets capital project at Pembroke Park.

Refer to attachment (h) Grants Variance Analysis for a detailed explanation of the Commonwealth and State Government grant variances.

15. CONTRIBUTIONS – NON MONETARY ASSETS

Unbudgeted developer contributions of \$1.183m were recognised to the end of December. This relates to Quarter 1 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 \$22k to the end of December. This variance is a result of the following:

- Unbudgeted loss on disposal of assets of \$31k was recognised to the end of November. This relates to Quarter 1 infrastructure asset disposals which have been processed in Assetic as a result of the completion of replacement and renewal capital jobs.
- Unbudgeted recognition of assets of \$9k were recognised to the end of November. This relates to Quarter 1 found assets which have been capitalised in Assetic.



17. SHARE OF INTEREST IN JOINT VENTURES

No joint venture revenue was received as at the end of December.

CAPITAL EXPENDITURE

Capital expenditure to the end of December is \$6,544m (per Capital Works report run on 4 January 2022).

The following capital jobs do not have an approved budget but have expected expenditure in the 2021/2022 financial year:

- C-22-PRELIM-FLYWAY - \$2,655 survey and design costs for the Flyway Park car park. This job is expected to be nominated as a 2022/23 financial year capital job.

Job Name and #	Month reported to Council	Current Expected Expenditure <i>Amount</i>
C-22-PRELIM-SWPROGRA – Preliminary costs – Stormwater	August 2021	\$7,152
C-22-T-036 – Sorell Rotary Club Bus Shelters	August 2021	\$1,176
C-22-PRELIM-WIGGINS – Wiggins Rd, Forcett	September 2021	\$6,500
C-22-S-011 Pembroke Park - Pit Cricket Nets	September 2021	\$3,499
C-22-S-004-C – Municipality - Dodges Ferry, Soccer Grounds Stage 1	October 2021	\$0.00
C-22-PRELIM-NUGENT - Nugent Road	October 2021	\$2,500
C-22-PRELIM-FLYWAY – Car Park	November 2021	\$2,655

The following capital jobs have variances of greater than 10% or are expected to have variances of greater than 10% in the 2021/2022 financial year:

- C-22-T-030 – Dodges Ferry, Carlton River Road (*asphalt footpath renewal to Chaffeys Road*). This job has an approved budget of \$28,500 and a total actual spend of \$32,157. This job is being worked in conjunction with C-22-T-035 – Dodges Ferry, Carlton River Road (*continuing east from Chaffeys Drive*) which has a budget of \$65,000 and total actual spend of \$53,224. As both jobs have been completed the under spend for C-22-T-035 will cover the over spend for C-22-T-030.
- C-20-IT-005 – Navision Finance System Upgrade to Business Central. This job has an approved budget of \$35,000 and a total actual spend of \$45,049. The reason for this job being over budget is due to additional costs incurred which predominantly related to training in December. An adjustment to budget will be proposed at Mid-Year Budget Review.



- C-20-LI-010 – Carlton, Snake Hollow Park (Stage 1) was completed in conjunction with C-21-LI-010 – Carlton, Snake Hollow Park (Stage 2) expansion of play areas. C-20-LI-010 has a budget of \$31,733 and a total actual spend of \$44,144. C-21-LI-010 has a budget of \$16,870 and a total actual spend of \$11,381. The total overspend of Snake Hollow Park is \$6,922. An adjustment to budget will be proposed at Mid-Year Budget Review.

The following capital jobs reported in prior reports have variances of greater than 10% or are expected to have variances of greater than 10% in the 2021/2022 financial year:

Job Name and #	Month reported to Council	Current Expected Budget <i>Variance</i>
C-21-T-052 - Tiger Head Road Project	August 2021	\$17,610
C-22-T-034 - VRU Program – The Circle & Taylor Drive	August 2021	\$23,108
C-20-LI-012 – Dunalley Golf Club – Tennis Court construction	September 2021	\$3,115
C-22-S-003 – 81-83 Main Road, Sorell	September 2021	\$14,309
C-22-IT-001 – Mobile DGPS Unit (Engineering Department).	September 2021	\$1,360
C-22-T-014 to C-22-T-024 Re-sheeting works – Report from Amy Neubauer regarding the Hazell Bros tender price increase.	Council meeting 19 October 2019	
C-22-T-033 – VRU, Dodges Ferry, First Ave	November 2021	\$19,007
C-22-LI-001 – Pembroke Park Extend height of rear cricket net	November 2021	\$23,313
C-21-S-014 – Lewis Court & #229 Lewisham Scenic Drive	November 2021	\$8,433
C-21-T-056 – Sorell Brinktop Rd, SRRP Project	November 2021	\$247,339
C-21-PEMPARK-002 – Install street and car park lighting	November 2021	\$41,090

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 December, predominantly due to the payment of payroll and invoices, including capital works invoices. Sorell Council continues to hold \$1.9m in grant income received in advance as reported in the balance sheet. In comparison with the 2020/2021 financial year, the current cash balance is \$3.0m greater 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 four 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 four comparative financial years' data as well.

Collections have remained positive this financial year, with 62.0% of rates already paid by the end of December. At the same time last year, Council had received 62.5% of rates.

ATTACHMENTS

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

SCOTT NICOL

FINANCIAL ACCOUNTANT

Date: 10 January 2022

Attachments (24 pages)



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

	NOTES	ACTUAL YTD	BUDGET YTD	VAR	FULL YEAR BUDGET
INCOME					
RECURRENT INCOME					
Rates and Charges	1	15,487,812	15,287,800	200,012	15,306,798
Statutory fees and fines	2	337,509	399,290	(61,781)	692,900
User Fees	3	404,099	292,088	112,012	588,588
Grants Operating	4	662,101	744,227	(82,126)	1,294,915
Contributions received	5	98,750	7,500	91,250	40,000
Interest	6	61,010	55,140	5,870	114,140
Other income	7	345,705	289,449	56,256	642,572
Investment income from TasWater	8	162,000	0	162,000	150,000
		17,558,986	17,075,494	483,492	18,829,912
EXPENSES					
Employee benefits	9	3,232,986	3,228,887	(4,099)	6,877,313
Materials and services	10	2,487,299	2,759,180	271,881	5,430,662
Depreciation and amortisation	11	2,567,604	2,688,895	121,290	5,402,914
Finance costs	12	49,819	36,870	(12,949)	90,465
Other expenses	13	933,608	921,086	(12,522)	1,596,582
TOTAL EXPENSES		9,271,317	9,634,918	363,601	19,397,937
OPERATING SURPLUS/(DEFICIT)		8,287,669	7,440,576	847,093	(568,024)
CAPITAL INCOME					
Grants Capital	14	5,782,873	3,950,405	1,832,468	7,527,161
Contributions - non-monetary assets	15	1,183,190	0	1,183,190	0
Net gain/(loss) on disposal	16	(21,655)	0	(21,655)	0
Share of Interests in JVs	17	0	0	0	0
TOTAL CAPITAL INCOME		6,944,408	3,950,405	2,994,003	7,527,161
SURPLUS/(DEFICIT)		15,232,077	11,390,981	3,841,096	6,959,137



SORELL COUNCIL
STATEMENT OF FINANCIAL POSITION
As At December 2021

	Actual 2021/2022	Actual 30 June 2021	Movement
ASSETS			
Current Assets			
Cash and Cash Equivalents	10,319,793	7,322,338	2,997,455
Investments	4,032,145	4,032,145	-
Trade and Other Receivables	9,890,516	3,916,894	5,973,622
Inventories	52,052	52,052	-
Other Assets	-	388,589	(388,589)
Total Current Assets	24,294,505	15,712,018	8,582,488
Non-Current Assets			
Trade and Other Receivables	33,748	34,059	(311)
Assets Held for Sale	1	1	-
Intangible Assets	272,650	276,182	(3,532)
Property, Infrastructure, Plant and Equipment	263,331,167	264,374,399	(1,043,233)
Work in Progress	10,842,329	4,871,908	5,970,421
Investments	27,937,704	27,937,704	-
Other Non-Current Assets	34,135	34,135	-
Total Non-Current Assets	302,451,732	297,528,388	4,923,345
TOTAL ASSETS	326,746,237	313,240,406	13,505,834
LIABILITIES			
Current Liabilities			
Trade and Other Payables	992,531	960,596	31,935
Trust Funds and Deposits	939,716	791,896	147,819
Interest Bearing Loans & Borrowings	1,429,602	1,628,344	(198,742)
Provisions	1,333,014	1,321,171	11,843
Contract Liabilities	1,916,735	3,635,833	(1,719,098)
Other Current Liabilities	7,831	7,831	-
Total Current Liabilities	6,619,428	8,345,673	(1,726,243)
Non-Current Liabilities			
Interest Bearing Loans & Borrowings	1,528,868	1,528,868	-
Provisions	288,298	288,298	-
Contract Liabilities	-	-	-
Other Current Liabilities	26,787	26,787	-
Total Non-Current Liabilities	1,843,954	1,843,954	-
TOTAL LIABILITIES	8,463,382	10,189,627	(1,726,243)
Net Assets	318,282,855	303,050,779	15,232,077
EQUITY			
Accumulated Surplus	122,944,059	107,711,982	15,232,077
Reserves	195,338,797	195,338,797	-
Total Equity	318,282,855	303,050,779	15,232,077



SORELL COUNCIL
STATEMENT OF CASH POSITION
As At December 2021

	\$
Opening Balance Cash at Bank & Investments	11,354,483
Closing Balance Cash at Bank & Investments	14,351,938
Cash Movement Year to Date	2,997,455
<i>Represented by:</i>	
Net Surplus / (Deficit)	15,232,077
Add: Depreciation	2,567,604
Net Cash Surplus / (Deficit)	17,799,682
Loan Repayments	(198,742)
Capital Expenditure (per capital report)	(5,970,421)
Capital Expenditure - Asset (Purchases) / Disposals	(1,524,372)
Balance Sheet Movements	(7,108,692)
Cash Movement Year to Date	2,997,455



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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
1000 RECURRENT INCOME				
1100 Rates and Charges				
1105 Rates - General/Ordinary/Residential	(12,432,496)	(12,314,636)	117,860	(12,314,636)
1110 Rates General Written Off	219	3,750	3,531	7,500
1115 State Grant Rates Remission	(781,580)	(770,918)	10,663	(811,493)
1120 Rates Pensioner Concession	786,090	811,493	25,403	811,493
1125 Domestic Waste Annual Charge	(2,509,180)	(2,485,842)	23,338	(2,485,842)
1130 Fire Rates Levy Income	(595,993)	(585,777)	10,216	(585,777)
1140 Boat Shed Remissions	0	0	0	0
1150 Other Remissions	48,752	55,234	6,482	76,375
1160 AWTs Maintenance Fee Received	(3,624)	(1,104)	2,520	(4,418)
1199 Rates and Charges Total	(15,487,812)	(15,287,800)	200,012	(15,306,798)
1200 Statutory Fees and Charges				
1210 132 & 337 Certificate Fees	(72,183)	(82,500)	(10,317)	(165,000)
1220 Town Planning Fees	(254,375)	(305,040)	(50,665)	(508,400)
1225 Animal Infringements & Fines	(2,355)	(3,000)	(645)	(6,000)
1230 Other Infringements Fines & Penalties	(4,549)	(3,500)	1,049	(7,000)
1235 Licences & Permits	(1,368)	(4,500)	(3,132)	(5,000)
1240 Street Stall Permit Fee	(2,679)	(750)	1,929	(1,500)
1299 Statutory Fees and Charges Total	(337,509)	(399,290)	(61,781)	(692,900)
1300 User Fees				
1303 Animal Management Sundry Income -collars,signs etc	0	0	0	0
1306 Building Assessment Fees	(82,725)	(57,500)	25,225	(115,000)
1318 Caravan Licences	(5,355)	(23,063)	(17,708)	(23,063)
1327 Dog Impounding & Release Fees	(733)	(500)	233	(1,000)
1330 Dog Registration & Renewal	(68,013)	(59,125)	8,888	(91,225)
1331 Kennel Licences	(1,490)	(1,500)	(11)	(1,500)
1333 Driveway Approval and Inspection Fees	(1,848)	(500)	1,348	(1,000)
1335 Engineering Inspections & 1% Approval Fee	(54,940)	(5,000)	49,940	(10,000)
1336 Fire Abatement Charges	430	0	(430)	(15,000)
1342 Food Licences	(1,647)	0	1,647	(41,000)
1351 Photocopy Charges	0	0	0	0
1354 Plumbing Application Fees	(77,867)	(70,000)	7,866	(140,000)
1357 Plumbing Inspection	(85,178)	(70,000)	15,178	(140,000)
1360 Amended Plan Fees	(3,101)	(2,400)	701	(4,800)
1363 Recreational Vehicle Income	(4,124)	(2,500)	1,624	(5,000)
1369 Building Administration Fee (0.1%)	(7,092)	0	7,092	0
1372 TBCITB Training Levy (0.2%)	(10,416)	0	10,416	0
1399 User Fees Total	(404,099)	(292,088)	112,012	(588,588)
1400 Grants Operating				
1405 Commonwealth Financial Assistance Grant	(634,058)	(550,687)	83,371	(1,101,375)
1410 Comm'th Grants & Subsidies	0	0	0	0
1415 State Grants & Subsidies	(22,042)	(193,540)	(171,498)	(193,540)
1420 Other Grants & Subsidies	0	0	0	0
1430 Training Incentive Payment	(6,001)	0	6,001	0
1499 Grants Operating Total	(662,101)	(744,227)	(82,126)	(1,294,915)
1500 Contributions Received				
1505 Public Open Space Contributions	(44,750)	(5,000)	39,750	(10,000)
1506 Car Parking Cash in Leui Contributions	0	(2,500)	(2,500)	(5,000)



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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
1507 Subdiv Traffic Management Treatment Contributions	0	0	0	(25,000)
1510 Contributions Received Other	(54,000)	0	54,000	0
1549 Contributions Received Total	(98,750)	(7,500)	91,250	(40,000)
1550 Interest				
1560 Rates Interest Penalty	(58,717)	(48,000)	10,717	(100,000)
1565 Rates Interest Written Off	21	680	659	1,500
1570 Rates Legal Costs Recovered	(395)	(750)	(356)	(1,500)
1575 Interest Received Banks & Other	(1,858)	(7,000)	(5,142)	(14,000)
1577 Interest - MPIA	(61)	(70)	(9)	(140)
1599 Interest Total	(61,010)	(55,140)	5,870	(114,140)
1600 Other Income				
1605 Bad Debts Recovered	0	0	0	0
1610 Diesel Fuel Rebate	(10,948)	(11,421)	(473)	(22,841)
1615 Donations Received	0	0	0	0
1620 Hall Hire	(35,554)	(30,617)	4,937	(87,627)
1625 Lease/Rent Fees Received	(6,500)	(5,749)	751	(32,476)
1627 Lease Fees - Copping Tip	(65,648)	(67,122)	(1,474)	(104,482)
1630 Other Facility Hire	(21,158)	(18,935)	2,223	(51,095)
1632 SERDA - External Labour Hire Recoveries	(161,840)	(121,643)	40,197	(272,507)
1633 External Labour Hire Recoveries	0	0	0	0
1634 NRM Recoveries	0	0	0	0
1635 Other Sundry Income	(11,156)	(750)	10,406	(1,800)
1637 Insurance Recoveries	251	0	(251)	0
1645 Vehicle FBT Recoveries	(24,156)	(26,572)	(2,416)	(53,144)
1655 Workers Compensation - Reimbursement	(6,269)	0	6,269	0
1656 Copping Public Cemetery Trust Net Income	(1,398)	(3,320)	(1,922)	(8,300)
1659 Information Board Revenue - Dunalley Hall	0	0	0	0
1660 Grave Site Sales - Dunalley Hall	(224)	(3,320)	(3,096)	(8,300)
1662 Wheelie Bin Stabiliser Income	(1,106)	0	1,106	0
1689 Other Income Total	(345,705)	(289,449)	56,256	(642,572)
1690 Investment Income from TasWater				
1694 TasWater Interim Dividend	(162,000)	0	162,000	(150,000)
1699 Investment Income from TasWater Total	(162,000)	0	162,000	(150,000)
1999 Recurrent Income Total	(17,558,986)	(17,075,494)	483,492	(18,829,912)
2000 Capital Income				
2100 Grants Capital				
2105 Roads to Recovery Funding	(119,604)	0	119,604	(387,296)
2110 Comm'th Grants new or upgraded assets	(4,031,642)	(2,714,187)	1,317,455	(4,555,647)
2115 State Grants for new or upgraded assets	(1,604,627)	(1,236,218)	368,409	(2,584,218)
2120 Other Grants for new or upgraded assets	(27,000)	0	27,000	0
2199 Grants Capital Total	(5,782,873)	(3,950,405)	1,832,468	(7,527,161)
2200 Contributions - Non-monetary Assets				
2205 Developer Contributions for assets	(1,183,190)	0	1,183,190	0
2299 Contributions - Non-monetary Assets Total	(1,183,190)	0	1,183,190	0
2300 Net Gain/(Loss) on Disposal				
2305 (Profit) / Loss on Disposal of Assets	30,869	0	(30,869)	0
2320 Recognition / De-recognition of Assets	(9,213)	0	9,213	0
2399 Net (Gain) / Loss on Disposal Total	21,655	0	(21,655)	0
2400 Share of Interests in Joint Ventures				



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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
2410 Fair value adjustment - Investment in Associate	0	0	0	0
2420 Revenue from Investment in Associates	0	0	0	0
2499 Share of Interests in Joint Ventures Total	0	0	0	0
2899 CAPITAL INCOME TOTAL	(6,944,408)	(3,950,405)	2,994,003	(7,527,161)
2999 TOTAL INCOME	(24,503,394)	(21,025,899)	3,477,495	(26,357,073)
3000 Expenses				
3100 Employee Benefits				
3102 ADO Expense	28,783	27,869	(914)	59,775
3103 Annual Leave	201,887	242,227	40,340	499,914
3109 Conferences	1,132	1,500	368	3,000
3111 Drug and Alcohol Testing	1,140	1,750	610	3,500
3112 FBT Expenses - Gift Cards / Gifts	819	500	(319)	1,550
3114 FBT Expenses - Entertainment (FBT)	1,255	1,650	395	4,800
3115 Fringe Benefit Taxes	16,660	23,855	7,195	57,209
3118 Health and Well Being	943	2,500	1,557	5,000
3124 Long Service Leave	72,127	88,509	16,382	160,888
3127 Medicals	1,320	880	(440)	1,760
3130 Occupational Health and Safety	0	0	0	0
3136 Other Employee Costs	0	0	0	0
3139 Overheads Recovered	(43,598)	(36,321)	7,277	(65,758)
3145 Payroll Tax	147,567	139,765	(7,803)	298,611
3148 Protective Clothing & Accessories	16,847	18,000	1,153	26,500
3151 Recruitment Costs	1,825	0	(1,825)	0
3154 Salaries	2,370,051	2,234,924	(135,128)	4,924,888
3156 Salaries transferred to WIP	(124,731)	(105,582)	19,149	(203,047)
3163 Staff Training	11,265	31,850	20,585	56,700
3166 Superannuation - Council Contribution	346,428	360,670	14,242	772,501
3169 Temp Staff Employed Through Agency	0	12,800	12,800	12,800
3172 Travel and Accommodation	0	250	250	500
3175 Uniforms / Clothes Purchased	4,227	8,000	3,773	14,000
3181 Workers Compensation Expense Claims	0	0	0	0
3184 Workers Compensation Insurance	177,039	173,292	(3,747)	242,223
3199 Employee Benefits Total	3,232,986	3,228,887	(4,099)	6,877,313
3200 Materials and Services				
3201 Abandoned Cars & Dumped Rubbish Disposal Costs	2,133	2,500	367	5,000
3202 Advertising	41,218	50,081	8,863	101,412
3204 AWTS Maintenance Charge	1,529	1,657	128	3,313
3206 Cleaning	74,446	69,991	(4,455)	167,979
3208 Computer Hardware / Hardware Maintenance	8,223	13,418	5,196	17,418
3212 Computer Software Maint and Licenses	152,948	180,673	27,726	249,767
3214 Consultants Other	104,271	108,801	4,530	167,603
3216 Contractors	106,144	86,517	(19,627)	201,316
3217 Contractors - Common Services	0	0	0	0
3218 Copping Tip Disposal Costs	0	1,000	1,000	2,000
3220 Mornington Park transfer station disposal costs	42,768	52,083	9,315	125,000
3221 Electronic Notices / Reminders	613	450	(163)	1,475
3222 Electricity	71,049	90,581	19,532	214,988
3223 Emergency Management	0	1,000	1,000	2,000
3224 Fire Hazard Reduction (Private Land)	0	0	0	9,000



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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3226 Fuel	82,417	72,103	(10,314)	173,047
3232 Internet, Telephone & Other Communication Charges	23,189	14,406	(8,783)	32,895
3234 Land Survey Costs	0	5,000	5,000	10,000
3236 Legal Fees (Advice etc)	42,915	54,698	11,783	100,000
3237 Line Marking - Transport Infrastructure	1,930	0	(1,930)	29,000
3240 Municipal Waste (Reserves)	0	0	0	0
3241 Operating Capital	5,290	22,500	17,210	29,500
3244 Plant & Motor Vehicle Repairs & Services	55,990	50,000	(5,990)	100,000
3246 Plant Hire - External	20,116	12,500	(7,616)	25,000
3248 Plant Hire - Internal Usage	18,792	13,848	(4,945)	27,695
3250 Plant Hire Recovered	(48,261)	(49,405)	(1,144)	(98,809)
3252 Plant Registration Fees	37,356	37,617	261	37,617
3254 Printing	17,609	20,400	2,791	30,200
3256 Recycling Centres	41,854	50,000	8,146	120,000
3257 Recycling Hub	1,006	0	(1,006)	0
3258 Registrations, Licenses and Permits	4,583	2,280	(2,303)	2,280
3259 CEMETERY Repairs and Maintenance	29	4,500	4,471	8,200
3260 Repairs and Maintenance	819,397	776,598	(42,800)	1,425,850
3261 Road Kill Collection Fees	876	625	(251)	1,500
3262 Kerbside Green Waste Collection	81,131	90,833	9,702	218,000
3263 Kerbside Green Waste Disposal	20,898	22,917	2,019	55,000
3264 Kerbside Hard Waste Collection	74,160	78,000	3,840	156,000
3265 Kerbside Hard Waste Disposal	14,627	11,500	(3,127)	25,500
3266 Kerbside Recycling Collection	82,043	133,000	50,957	266,000
3267 Kerbside Recycling Disposal	62,372	70,000	7,628	168,000
3268 Kerbside Garbage Collection	160,420	229,000	68,580	458,000
3269 Kerbside Garbage Disposal	35,363	46,429	11,065	133,000
3270 Security	8,775	9,067	292	20,336
3273 Signage & Guide Posts	61,273	95,000	33,727	114,750
3276 Settlement Costs ONLY	3,614	4,500	886	7,000
3278 Stationery & Office Consumables	13,686	15,537	1,851	33,191
3279 Street Bin Collection Contract	87,417	97,000	9,583	244,000
3280 Tools/Equipment Expensed (under \$1,000)	4,360	11,950	7,590	22,050
3282 Tyres	6,548	9,556	3,008	14,223
3284 Valuation Expenses	10,050	20,833	10,783	50,000
3290 Water Charges (Works Order)	29,950	67,635	37,685	123,366
3292 Wheelie Bin Stabiliser Expenses	182	0	(182)	0
3299 Materials and Services Total	2,487,299	2,759,180	271,881	5,430,662
3390 Impairment of Debts				
3399 Impairment of Debts Total	0	0	0	0
3400 Depreciation and Amortisation				
3405 Depreciation Expense	2,561,810	2,650,427	88,617	5,317,905
3410 Amortisation Expense	5,794	38,468	32,674	76,935
3415 Amortisation Expense (Right of Use Asset)	0	0	0	8,074
3499 Depreciation and Amortisation Total	2,567,604	2,688,895	121,290	5,402,914
3500 Finance Costs				
3505 Interest on Loans	49,819	36,870	(12,949)	89,708
3515 Interest on Overdue Accounts	0	0	0	0
3521 Interest Expense (Lease Liability)	0	0	0	758



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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3599 Finance Costs Total	49,819	36,870	(12,949)	90,465
3600 Other Expenses				
3604 Audit Fees	20,074	14,950	(5,124)	31,350
3606 Audit Panel Expenses	3,625	3,500	(125)	7,000
3608 Bad & Doubtful Debts	368	0	(368)	0
3612 Bank Fees & Charges	20,137	21,984	1,847	43,968
3616 Bank Fees Recovered	(1,051)	(750)	301	(1,500)
3620 Cashiers Rounding Adjustments	28	38	9	75
3624 Commissions Paid	7,183	9,896	2,713	23,750
3636 Councillor Allowances	71,969	72,037	69	145,265
3640 Councillor Expenses	5,067	9,000	3,933	10,000
3644 Councillor Vehicle Allowance	1,596	2,800	1,204	5,600
3656 Deputy Mayors Allowance	7,596	7,603	7	15,331
3660 Dog Pound & Other Animal Management Expenses	4,092	1,500	(2,592)	5,000
3661 Dog Home & Vet Fees	100	1,000	900	2,000
3664 Donations and Section 77 Expenses	15,900	51,111	35,211	80,000
3668 Election Expenses	6,846	7,500	654	7,500
3672 Employee Sub, Licences and Memberships	70,615	81,031	10,415	87,631
3676 Functions & Programs	2,953	63,778	60,825	70,940
3680 Excess Payable on Insurance Claims	3,827	1,500	(2,327)	3,000
3688 Food & Beverages	1,009	1,547	539	3,095
3692 General Insurance	103,520	101,296	(2,225)	101,296
3704 Government Contribution (Voluntary)	281,172	140,586	(140,586)	562,346
3712 Immunisations	440	750	310	3,000
3720 Land Tax	58,392	60,100	1,708	60,100
3724 Mayor's Allowance	19,990	20,008	19	40,347
3731 NRM Expenses	10,752	11,000	248	11,000
3732 Motor Vehicle Insurance	33,944	30,424	(3,520)	30,424
3736 Other roundings	(17)	10	27	20
3740 Other Sundry Expenses	868	620	(248)	1,240
3744 Photocopier Leases & Operating Costs	8,391	9,059	668	10,857
3748 Postage	22,181	23,602	1,421	53,966
3752 Public Liability Insurance	140,662	160,777	20,116	160,777
3760 Reference Materials	0	500	500	1,000
3768 Sampling, Testing and Monitoring	172	1,000	828	8,000
3770 Storage Costs	389	625	236	1,500
3771 SERDA Internal Organisational Support	0	0	0	0
3784 Voluntary Contributions	10,822	10,704	(118)	10,704
3799 Other Expenses Total	933,608	921,086	(12,522)	1,596,582
3990 EXPENSES TOTAL	9,271,317	9,634,918	363,601	19,397,937
3995 (SURPLUS)/DEFICIT	(15,232,077)	(11,390,981)	3,841,096	(6,959,137)



4/01/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitment s
	ROADS					
1	Bream Creek, Bream Creek Road	C-22-T-001	Lime stabilise and 2 coat seal		19,740	-
2	Copping, Bryans Road	C-22-T-002	Lime stabilise and 2 coat seal		6,663	-
3	Kellevie, Kellevie Road & Bream Creek Road	C-22-T-003	FCR & seal to Kellevie / Bream Creek Road Intersection & 1 segment @ 6.2m		20,902	-
4	Nugent Road	C-22-T-004	Lime stabilise and seal from segment before Nelsons Tier Road to segment after NW corner @ 6.2m		43,114	92,282
5	Lewisham, Lewisham Road	C-22-T-005	North of Stage 2 - 500m reconstruction + bridge replacement		408,665	924,848
6	Orielton, Orielton Road	C-22-T-006	Reconstruct and 2 coat seal 14/7		7,728	128,040
7	Pawleena, Pawleena Road	C-22-T-007	Reconstruct and 2 coat seal 14/7		60,576	-
8	Penna, Shark Point Road	C-22-T-008	Lime stabilise and 2 coat seal		39,585	-
9	Forcett, Delmore Road	C-22-T-009	W Beam replacement, road widening & widen box culvert.		-	-
10	Boomer Bay, Bay Road	C-22-T-010	W Beam replacement		34,003	-
11	Forcett, White Hill Road	C-22-T-011	W Beam replacement		43,676	-
12	Pawleena, Pawleena Road	C-22-T-012	W Beam replacement		-	-
13	Primrose Sands Road	C-22-T-013	Reconstruction with chip seal surface		6,952	-
				\$ 5,227,740		



4/01/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitment s
	RESHEETING					
14	Bezzants Road	C-22-T-014	100mm new gravel - after #63 to FT junction		660	90,112
15	Bream Creek Road	C-22-T-015	100mm new gravel - 2nd RHC after #499 to LHC after #641		660	49,643
16	Craigs Hill Road	C-22-T-016	100mm new gravel - junction to Daly's		68	32,708
17	Hillcrest Road	C-22-T-017	100mm new gravel - junction to after first LHC		-	28,121
18	Masons Road	C-22-T-018	100mm new gravel - entire road		1,157	94,008
19	Nonesuch Road	C-22-T-019	100mm new gravel - junction to after first LHC		68	15,100
20	Pawleena Road	C-22-T-020	100mm new gravel - Webbs Road to end		-	49,011
21	Reardons Road	C-22-T-021	100mm new gravel - junction to after first LHC		660	42,665
22	Shark Point Road	C-22-T-022	100mm new gravel - end segments		68	44,165
23	White Hill Road	C-22-T-023	100mm new gravel - starts after #319 seal to end - last 2 segments		68	68,843
24	Woodside Road	C-22-T-024	100mm new gravel		68	24,123
				\$ 498,269		
	RESEALS					
25	Midway Point, Bryant Street	C-22-T-025	Asphalt reseal & prep work		-	-
				\$ -		



4/01/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitment s
	STORMWATER					
26	250 Lewisham Scenic Drive	C-22-S-001	Pit & Pipe 34 metres to existing pit		10,225	-
27	Southern Beaches	C-22-S-002	Grate replacements - various roads		-	-
28	Sorell, 81- 83 Main Road	C-22-S-003	Replace & upgrade 300dia to 1050dia with bypass works		1,364	57,945
29	Municipality - Carlton, Moomere Street	C-22-S-004-A	Reactive minor jobs that can be capitalised		21,454	-
30	Municipality - Primrose Sands, Hakea St	C-22-S-004-B	Reactive minor jobs that can be capitalised		13,860	-
31	Municipality - Primrose Sands, 5-7 Nerine Street	C-22-S-004-C	Reactive minor jobs that can be capitalised		-	-
32	Shark Point Road	C-22-S-005	Stormwater outfall - #585 - install pipe from road culvert and extend to foreshore		42,089	-
33	Primrose Sands, Kestrel Street	C-22-S-006	K&C, SEP's x 4 & connection to table drain		-	-
34	Sorell, Main Road & Stores Lane	C-22-S-007	Council's contribution to DSG bypass stormwater works under Main Road		-	-
35	Carlton, 31 Lloyd Street	C-22-S-008	K&C and connection to SD106763		39,309	-
36	Carlton, Riviera/Shamrock	C-22-S-009	Connection from SC111895 to SC112203 then drain & outfall from end of cul-de-sac into SC POS		21,345	-
37	Dodges Ferry, Lateena Street	C-22-S-010	Outfall upgrade on PWS foreshore at SE115409		430	-
38	Pembroke Park (Pit at Cricket Nets)	C-22-S-011	Pit @ Cricket Nets		3,499	-
				\$ 420,000		



4/01/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitment s
	FOOTPATHS & KERB					
39	Sorell, Attunga Drive	C-22-T-026	Footpath between Attunga Drive and Pembroke Park		17,571	-
40	Lewisham, Lewisham Scenic Drive	C-22-T-027	Asphalt footpath renewal between Gregory and Hurst Street		-	-
41	Carlton, Moomere Street	C-22-T-028	Asphalt footpath renewal, Moonar to Carlton River		4,871	-
42	Dodges Ferry, Park Beach Road	C-22-T-029	Footpath and kerb to beach car park		520	6,000
43	Dodges Ferry, Carlton River Road	C-22-T-030	Asphalt footpath renewal - junction to Chaffeys Drive		32,157	-
44	Sorell, Pennington Drive	C-22-T-031	VRU - Pennington Drive / Weston Hill Road		301	76,732
45	Sorell, Main Road	C-22-T-032	VRU - Main Road		1,415	19,848
46	Dodges Ferry, First Avenue	C-22-T-033	VRU - First Avenue		183,389	59,618
47	Sorell, The Circle & Taylor Drive	C-22-T-034	VRU - Circle to Taylor Drive		100,108	-
48	Dodges Ferry, Carlton River Road	C-22-T-035	Continuing east from Chaffeys Drive		53,224	-
49	Sorell Rotary Club Bus Shelters	C-22-T-036	2 Bus Shelters 2021/22		1,176	-
				\$ 986,360		



4/01/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitment s
	BRIDGE REPLACEMENTS					
50	Nugent Road - Badger Box Gully Creek	C-22-BR-001	Bridge approach renewal		-	-
51	Nugent Road - Wells Creek	C-22-BR-002	Bridge approach renewal		-	-
52	Dunalley, Fulham Road	C-22-BR-003	Bridge approach renewal		-	-
53	Carlton, Fulham Road	C-22-BR-004	Bridge approach renewal		-	-
54	Marion Bay Road	C-22-BR-005	Install guard rail and widen approach		-	-
55	Carlton River Road	C-22-BR-006	Bridge approach renewal		-	-
				\$ 131,090		
	BUILDINGS					
56	Lewisham - boat ramp carpark	C-22-B-001	Single berth toilet & AWTS (or equivalent)		1,181	2,200
				\$ 80,000		
	PLANT AND EQUIPMENT					
57	CAC & Depot	C-22-P-001	Light fleet replacement - 7 MVs – 5x Ford Rangers & 2x Mitsubishi Outlanders (+ provision for required accessories)		-	207,056
58	Depot	C-22-P-002	JCB Backhoe. Replacement of backhoe HF-XX-031 due to age		179,612	-
59	Depot	C-22-P-003	Med Tipper (Reserves). Replacement of Mitsubishi Fuso Canter HF-XX-005 - B10RC		-	-
				\$ 530,000		



4/01/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitment s
	IT					
60	CAC	C-22-IT-001	Mobile DGPS unit - equipment for Engineering Department		12,860	-
				\$ 11,500		
	LAND IMPROVEMENT (PARKS & RESERVES)					
61	Pembroke Park	C-22-LI-001	Extend height of rear cricket net FN114166 and length of roofs FN114163		45,813	-
				\$ 22,500		
	PRELIMINARY WORK IN 2021/22					
62	Forcett, Wiggins Road	C-22-PRELIM-WIGGINS	Reconstruction Costs (Designers, Surveyors)		-	6,500
63	Nugent, Nugent Road	C-22-PRELIM-NUGENT	Preliminary Costs for Nugent		-	2,500
64	Midway Point, Flyway Park Car Park	C-22-PRELIM-FLYWAY	Preliminary Costs for Flyway Park Car Park		2,655	-
				\$ -		
	CARRYOVERS FROM 2020/2021					
	CARRY OVERS - STORMWATER					
65	Dodges Ferry, Blue Lagoon	C-21-S-009	Stormwater upgrade projects - improved infrastructure and reduce the risk of flooding		15,789	58,770
66	Lewis Court & #229 Lewisham Scenic Drive	C-21-S-014	Drill stormwater connection and reshape drain from #224		88,433	-



4/01/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitment s
	CARRY OVERS - FOOTPATHS & KERB					
67	Sugarloaf Road reconstruction	C-21-T-003	North of Carlton River Rd - next segment only		7,157	-
68	Dodges Ferry, Tiger Head Road	C-21-T-052	VRU project		82,045	-
69	Dodges Ferry to Carlton Beach	C-21-T-055	Dodges Ferry to Carlton Beach loop shared pathway. PAVEMENT		99,075	-
70	Dodges Ferry to Carlton Beach	C-21-T-057	Dodges Ferry to Carlton Beach loop shared pathway. GRAVEL		6,734	116,409
71	Sorell, Brinktop Road	C-21-T-056	SRRP project		1,653	624,940
	CARRY OVERS - BRIDGES & OTHER STRUCTURES					
72	Municipality	C-21-BR-004	Solar lighting at jetties		-	-
	CARRY OVERS - PLANT & EQUIPMENT					
73	Depot	C-21-P-001	10 yard truck and tray . Replacement for Kenworth (Rego BB2QT) HF-XX-006 - 10 years old (FA 13009)		-	-
74	Depot	C-21-P-002	Slide on Water tank for truck. Replacement due to age 12+ years plastic		36,138	-
75	Depot	C-21-P-004	Hercules 8m Tipper trailer. Rebuild (Rego UT0917) HF-XX-023 (FA 13043)		-	-
76	Depot	C-21-P-010	Light fleet replacement - 2x Ford Rangers (to be received in July 2021)		41,015	-



4/01/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitment s
	CARRY OVERS - IT					
77	CAC	C-21-IT-002	Website renewal		24,074	-
78	CAC	C-20-IT-005	Navision Finance System Upgrade to Business Central Cloud		45,049	-
79	Municipality	C-20-IT-002	CCTV camera replacement & network infrastructure		-	-
	CARRY OVERS - PARKS & RESERVES					
80	Copping Cemetery	C-21-LI-009	Cemetery columbarium wall		9,348	-
81	Carlton, Snake Hollow Park	C-21-LI-010	Stage 2 - expansion of play areas, including installation of play equipment, such as swing sets and nature based exercise facilities.		11,381	-
82	Carlton, Snake Hollow Park	C-20-LI-010	Stage 1		44,144	-
83	Sorell, Sorell Skate Park	C-21-LI-011	Upgrade of the Sorell Skate Park		193,523	-
84	Dunalley Golf Club (Tennis Court construction)	C-20-LI-012	Dunalley Tennis Court		6,487	-
	CARRY OVERS - BUILDINGS					
85	CAC	C-20-B-004	Railway Carriage shed restoration/renewal works		23,574	-



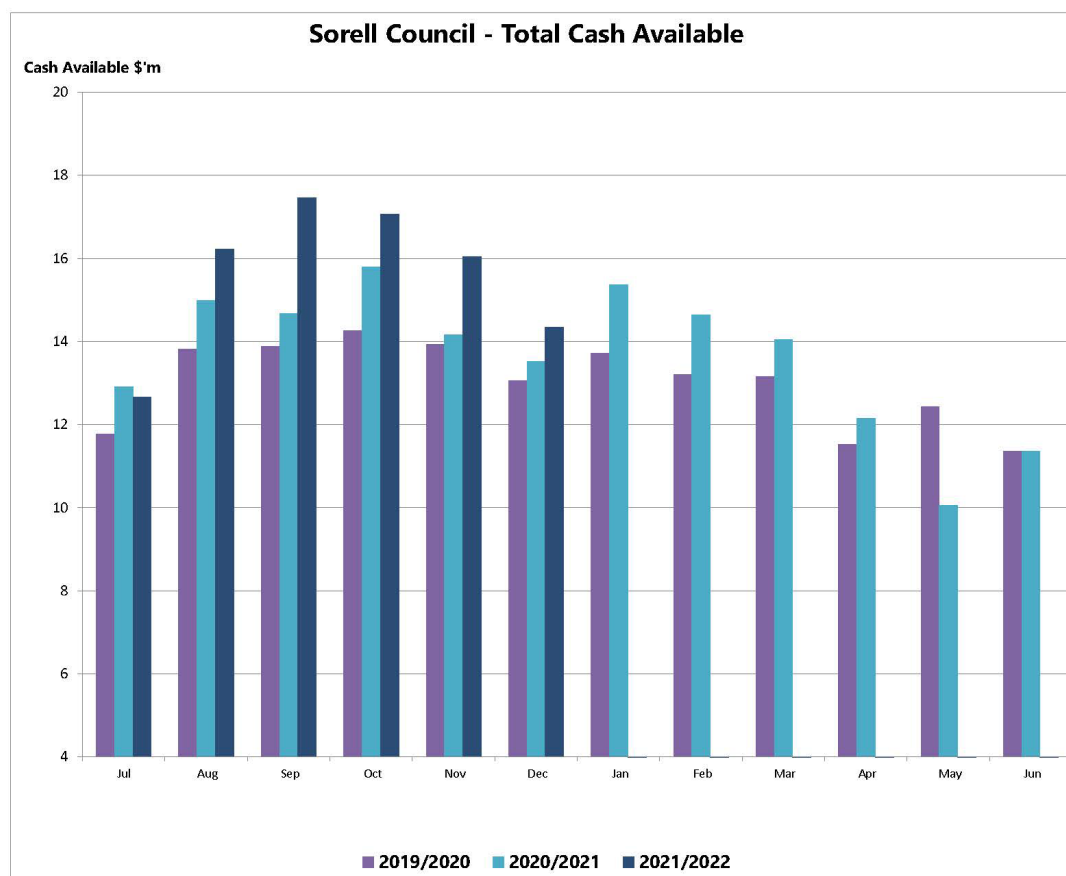
4/01/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	Total Budget 2021/2022	This Financial year	Commitment s
	CARRY OVERS - PEMBROKE PARK STADIUM					
86	Pembroke Park	C-20-PemPark-Civil	Stadium access road, carpark, kerb and channel, footpath (RHS), line marking, stormwater (no lighting) & assuming asphalt seal in 21/22.		21,922	-
87	Pembroke Park	C-20-PemPark-Stadium	2 Court Indoor facility - spend across 2 years		4,290,234	852,186
88	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.		3,745	94,641
	CARRY OVERS - PRELIM JOBS					
89	Municipality	C-22-PRELIM-SWPROGRA	Preliminary Costs - Stormwater		7,152	-
90	Pembroke Park	C-22-PRELIM-PPFUNRM	Preliminary Costs for Pembroke Park function room		-	-
				\$ 8,087,039		
			Total Capital Budget - Excluding Carry Overs	\$ 7,907,459		
			Tot Capital Budget - Including Carry Overs	\$ 15,994,498	6,544,174	3,869,010



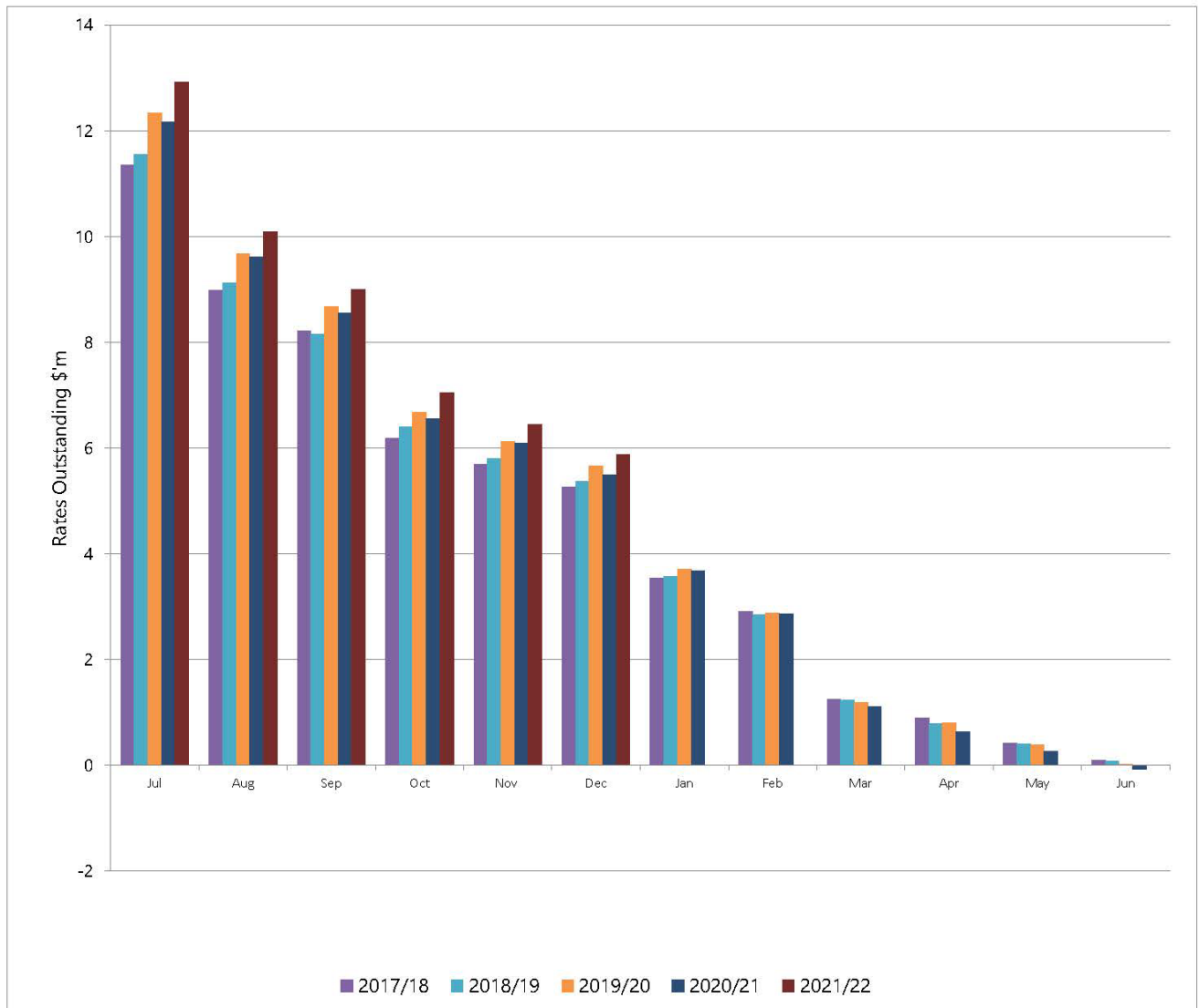
Sorell Council - Cash on Hand as at 31 December 2021					
Financial Institution	Product	Deposit Date	Maturity Date	Face Value	Interest rate
Bendigo Bank Term Deposit	12 Month Term Deposit	6/06/2021	6/06/2022	\$ 1,517,337	0.35%
Bendigo Bank Term Deposit	12 Month Term Deposit	12/01/2021	12/01/2022	\$ 1,006,140	0.55%
MyState Term Deposit	4 Month Term Deposit	9/02/2021	9/02/2022	\$ 1,508,668	0.60%
MyState Term Deposit	12 Month Term Deposit	30/06/2021	28/06/2022	\$ 1,250,000	0.60%
CBA Investment Account	At Call			\$ 7,656,965	0.20%
CBA Special Purpose Account	At Call			\$ 1,122,246	0.20%
CBA Operating Account	Current			\$ 179,574	0.00%
Tascorp Investment	24 Hour Call			\$ 37,939	0.10%
Various Petty Cash and Floats	In house			\$ 1,712	N/A
Various Halls Bank Balances				\$ 71,357	N/A
Total Funds Available				\$ 14,351,938	

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

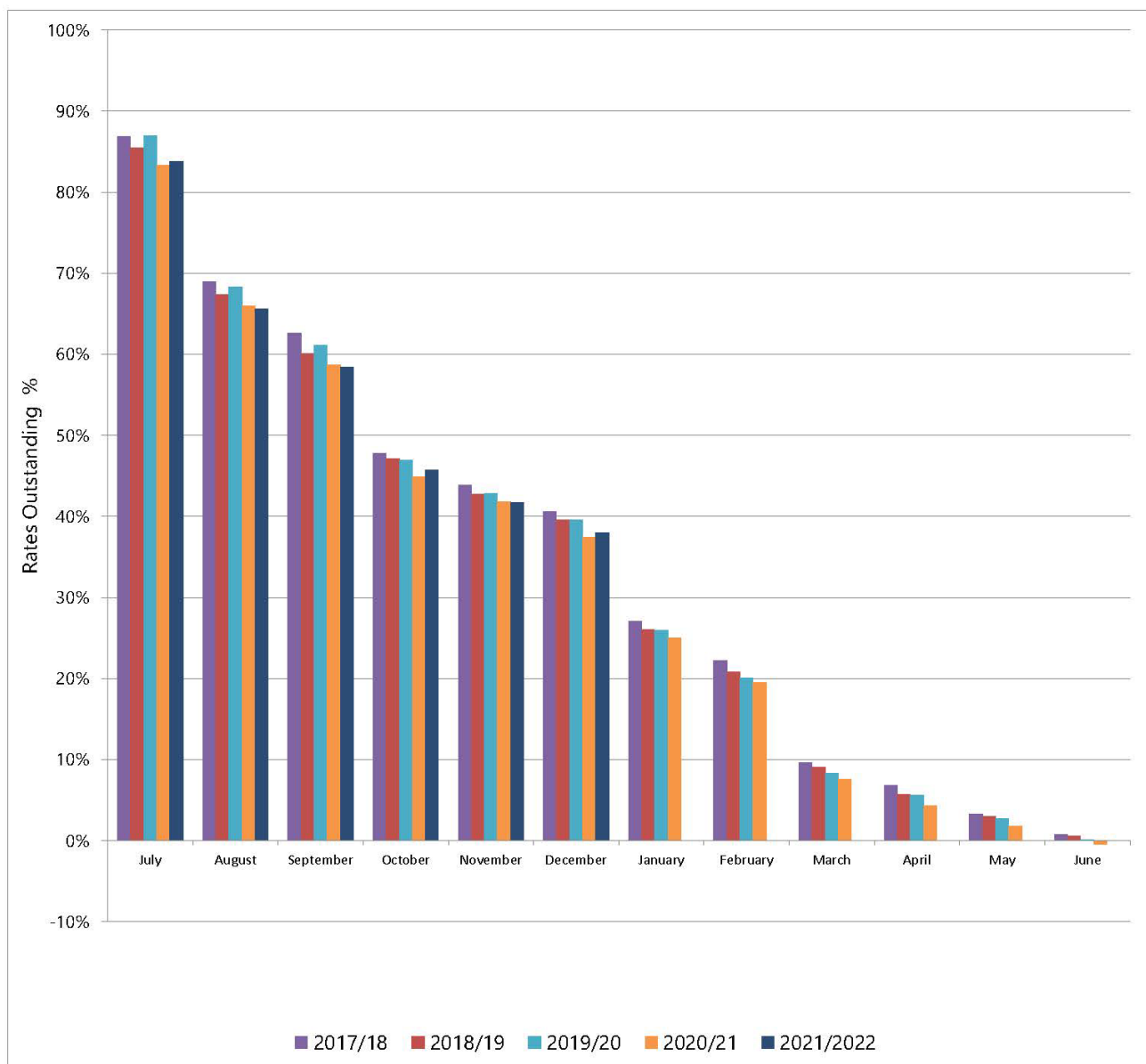
**SORELL COUNCIL
TOTAL CASH AVAILABLE**



SORELL COUNCIL OUTSTANDING RATES BY MONTH



SORELL COUNCIL OUTSTANDING RATES BY MONTH



GRANT VARIANCE ANALYSIS - 31 December 2021

Grant Details	Budget	Actual	Variance	Comments
GL 1415 Grants Operating - State Grants & Subsidies				
Weed Control	\$ 11,000	\$ 10,752	-\$ 248	This is an ongoing project, income recognition under this grant was expected to be completed in December, however that has now changed to February as staff resources are now on board. The variance reported is due to project timing.
School Based Immunisations Term 1 & 2 - 2021	\$ -	\$ 1,290	\$ 1,290	This is unbudgeted grant income in the 2021/2022 financial year.
Arts Tasmania	\$ 23,290	\$ -	-\$ 23,290	This is an ongoing project, income recognition under this grant is expected to be completed in February. The variance reported is due to project timing.
Safer Rural Roads Program C-22-T-010 Bay Rd Boomer Bay, C-22-T-011 White Hill Rd Forcett, C-22-T-012 Pawleena Rd Pawleena and C-22-T-009 Delmore Rd Forcett	\$ 145,250	\$ -	-\$ 145,250	This is an ongoing project, income recognition under this grant is expected to be completed in February. The variance reported is due to project timing.
State Heavy Duty Vehicle Motor Tax to Local Government	\$ 14,000	\$ -	-\$ 14,000	This income was budgeted to be received in December. To date it has not been received, however we did experience a delay last financial year of a couple of months.
Natural Hazard Risk Framework	\$ -	\$ 10,000	\$ 10,000	This is unbudgeted grant income in 2021/2022. At the time the budget was set the specific details relating to this grant were unknown. A balance of \$15k will be invoiced in the new year. Mid-Year Budget Review will include amendment.
	\$ 193,540	\$ 22,042	-\$ 171,498	
GL 2110 Grants Capital - Commonwealth Grants				
C-20-B-004 Carriageway Shed	\$ 419,591	\$ 23,574	-\$ 396,017	This is an ongoing project, income recognition under this grant is expected to be completed in June. The variance reported is due to project timing.
C-21-T-055 Dodges Ferry Loop Track	\$ 207,300	\$ 105,809	-\$ 101,491	This is an ongoing project, income recognition under this grant is expected to be completed in March. The variance reported is due to project timing.
C-21-LI-011 Pembroke Park Skate Park Upgrade	\$ 200,000	\$ 193,523	-\$ 6,477	This is an ongoing project, income recognition under this grant is expected to be completed in March. The variance reported is due to project timing.
C-20-LI-010 & C-21-LI-010 Snake Hollow Park works	\$ 30,000	\$ 19,257	-\$ 10,743	This is an ongoing project, income recognition under this grant is expected to be completed in February. The variance reported is due to project timing.
C-21-PEMPARK-002 Street Access and Car Park Lighting Pembroke Park Stadium	\$ 57,296	\$ 3,745	-\$ 53,551	This is an ongoing project, income recognition under this grant is expected to be completed in March 2022. The variance reported is due to project timing.
C-20-PEMPARK-STADIUM Pembroke Park Stadium	\$ 1,800,000	\$ 3,685,734	\$ 1,885,734	This is an ongoing project, income recognition under this grant is expected to be completed in March 2022. The variance reported is due to project timing.
	\$ 2,714,187	\$ 4,031,642	\$ 1,317,455	



GRANT VARIANCE ANALYSIS - 31 December 2021

Grant Details	Budget	Actual	Variance	Comments
GL 2115 Grants Capital - State Grants				
C-20-PEMPARK-STADIUM Pembroke Park Stadium	\$ 600,000	\$ 600,000	\$ -	Nil variance.
C-21-T-056 & C-22-T-005 Road works Brinktop Rd and Lewisham Rd	\$ -	\$ 483,906	\$ 483,906	These are ongoing projects, income recognition under these grants were not budgeted to commence until later this year. The variance reported is due to the works starting earlier than expected.
GL 2115 Grants Capital - State Grants				
C-22-T-010 Bay Rd Boomer Bay W Beam replacement	\$ 28,750	\$ 26,800	-\$ 1,950	This is an ongoing project, income recognition under this grant is expected to be completed in February 2022. The variance reported is due to project timing.
C-22-T-011 White Hill Rd W Beam replacement	\$ 56,500	\$ 43,137	-\$ 13,363	This is an ongoing project, income recognition under this grant is expected to be completed in February 2022. The variance reported is due to project timing.
C-22-T-009 Delmore Rd Forcett Bay W Beam replacement	\$ 60,750	\$ -	-\$ 60,750	This is an ongoing project, income recognition under this grant is expected to be completed in June 2022. The variance reported is due to project timing.
C-22-T-012 Pawleena Rd Pawleena W Beam replacement	\$ 18,750	\$ -	-\$ 18,750	This is an ongoing project, income recognition under this grant is expected to be completed in June 2022. The variance reported is due to project timing.
C-22-T-034 Footpath & Kerb The Circle	\$ 70,000	\$ 70,000	\$ -	Nil variance.
C-22-T-032 Footpath & Kerb Main Rd Sorell	\$ 32,760	\$ 1,415	-\$ 31,345	This is an ongoing project, income recognition under this grant is expected to be completed in April 2022. The variance reported is due to project timing.
C-22-T-033 Footpath & Kerb First Avenue and Jetty Rd	\$ 201,380	\$ 183,389	-\$ 17,991	This is an ongoing project, income recognition under this grant is expected to be completed in February 2022. The variance reported is due to project timing.
C-22-T-031 Footpath & Kerb Pennington Drive	\$ 70,700	\$ -	-\$ 70,700	This is an ongoing project, income recognition under this grant is expected to be completed in April 2022. The variance reported is due to project timing.



GRANT VARIANCE ANALYSIS - 31 December 2021

Grant Details	Budget	Actual	Variance	Comments
GL 2115 Grants Capital - State Grants				
C-22-B-001 Lewisham boat ramp car park toilets	\$ 72,628	\$ 1,181	-\$ 71,447	This is an ongoing project, income recognition under these grants were budgeted to commence in October. The variance reported is due to the works not starting in October.
C-22-BR-005 Marion Bay Bridge Approach	\$ 24,000	\$ -	-\$ 24,000	This is an ongoing project, income recognition under this grant is expected to be completed in April 2022. The variance reported is due to project timing.
C-21-T-052 Road works Carlton Beach/Tigerhead Rd	\$ -	\$ 194,800	\$ 194,800	This is unbudgeted grant income in the 2021/2022 financial year. At the time the budget was set this capital job was expected to be completed by 30 June 2021. This will be amended at Mid-Year Budget Review.
	<u>\$ 1,236,218</u>	<u>\$ 1,604,627</u>	<u>\$ 368,409</u>	



15.0 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.*



16.0 CLOSED MEETING

^
—

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

Reference	Item
16.1	Confirmation of the Closed Council Minutes of the Council Meeting of 14 December 2021 – <i>Regulation 34(3)</i>
16.2	Disclosure of confidential information – <i>Regulation 15(8)</i>
16.3	Nugent Road Lime Stabilisation Project – <i>Regulation 15(2)(d)</i>
16.4	Copping Refuse Disposal Site Joint Authority Quarterly Report – <i>Regulation 15(2)(c)</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 16.1 - 16.4 which are confidential matters as prescribed in Regulations 34 and 15 of the Local Government (Meeting Procedures) Regulations 2015.”

16.1 CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 14 DECEMBER 2021

RECOMMENDATION

“That the Closed Minutes of the Council Meeting held on 14th December 2021 be confirmed.”

16.2 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION

^
—

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.”



- 16.3 NUGENT ROAD LIME STABILISATION PROJECT
- 16.4 CIPPING REFUSE DISPOSAL SITE JOINT AUTHORITY QUARTERLY REPORT



17.0 ACRONYMS

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
FMAC	Fire Management Assessment Committee
GM	General Manager
ICT	Information Communication Technology
KAB	Keep Australia Beautiful
LGAT	Local Government Association of Tasmania
LPS	Local Provisions Schedule
LTFP	Long Term Financial Plan
LTI	Lost Time Injury
MAST	Marine & Safety Tasmania
MERS	Manager Engineering & Regulatory Services
MEMC	Municipal Emergency Management Committee
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
SES	State Emergency Service
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
SWS	Southern Waste Solutions
TCF	Tasmanian Community Fund
TOR	Terms of Reference

