



COUNCIL AGENDA

21 JUNE 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, 21 June 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
16 JUNE 2022



AGENDA

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

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1.0 ATTENDANCE

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

2.0 APOLOGIES

3.0 DECLARATIONS OF PECUNIARY INTEREST

4.0 CONFIRMATION OF THE MINUTES OF 17 MAY 2022

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RECOMMENDATION

“That the Minutes of the Council Meeting held on 17th May 2022 be confirmed.”

5.0 MAYOR’S REPORT

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RECOMMENDATION

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

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

- DASC, Council meetings and workshops as required.
- Weekly discussions with GM.
- Prepared Mayor article with Stacey Gadd.
- Discussion with Peter Kenyon and GM re: Sorell and Dunalley visit.
- Opened the CWA Craft competition.
- Spoke at Graeme and Brenda Holts farewell.
- GM and I met with Malcom Purcell re: development site.
- Met JAC Group representatives re: further development in Sorell.
- Met with Salvos and Youth with a mission representatives re: youth activities in Sorell.



- Andrew Hyatt and myself met with TAFE representatives re: working with BEST.
- Melinda Reed and myself joined staff discussion re: Blue Lagoon solutions.
- Attended BEST board meeting along with several others, formation discussions regarding the same.
- Met with Warb Totham re: East coast employment and training solutions.
- On leave for start and end weeks of the month.

6.0 SUPPLEMENTARY ITEMS

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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:

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

7.0 COUNCIL WORKSHOPS REPORT

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The following Council Workshop was held:

Date	Purpose	Councillor Attendance	Councillor Apologies
7 th June 2022	<ul style="list-style-type: none"> • Draft Annual Plan • Handfish & Blue Lagoon project • Carriage Shed project • 22/23 Capital budget – final discussion on priorities for new / upgrade candidates – required for LTFP, rate levels and Financial Management Strategy. • Operating budget and EBA negotiations. 	<ul style="list-style-type: none"> • Vincent, Reed, Jackson, Gala, Torenus, Nichols 	<ul style="list-style-type: none"> • DeWilliams, Reynolds, DeGrassi



8.0 DEPARTMENTAL REPORTS

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RECOMMENDATION

“That the Departmental reports as listed be received.”

8.1 GOVERNANCE – ROBERT HIGGINS, GENERAL MANAGER

- Met with DSG Transport General Manager re: SE Transport Solution projects and asset transfers – 19th May.
- Attended Volunteer Recognition Reception with staff – 19th May.
- Attended STCA meeting – 23rd May.
- Meeting with Southern Waste Solutions CEO and Council staff re: DA/EPA approval status – 27th May.
- Attended Friends of Blue Lagoon meeting at Okines Neighbourhood House – 30th May.
- BEST Jobs Hub establishment meetings – various.
- Meeting with Iron Creek Farm Stay reps and Shane Wells re: regulatory matters – 31st May.
- Audit Panel Teams meeting re: resourcing and planning matters – 1st June.
- Attended OSR group (Opportunities, Strategy and Risk) meeting with staff – 2nd June.
- Met with Pitt and Sherry and DSG staff and Russell Fox re: Wielangta Rd – 6th June.
- Attended Greater Hobart Metro Plan project meeting update – 8th June.
- Sorell Railway Carriage Shed restoration project meeting with consultants, builders and Russell Fox – 9th June.
- Attended Audit Panel meeting – 15th June.
- Staff meetings, EBA meetings, SMT meetings, workshops, budget meetings and DASC meetings.

8.2 ENGINEERING & REGULATORY SERVICES – RUSSELL FOX, MANAGER

The rainfall events on Thursday 5th May through to Saturday 7th May caused significant damage to Council’s unsealed road network. In addition to the Depot unsealed crew carrying out works, Council has hired a contractor to clean out blocked culverts on a number of rural roads.

As reported by the Project Engineer – Roads & Stormwater two of the road reconstruction projects scheduled for delivery this financial year have stopped due to unfavourable weather conditions and won’t be completed until next financial



year. Council will have a large number of projects which will be carrying over at the end of the financial year.

Meetings attended include:

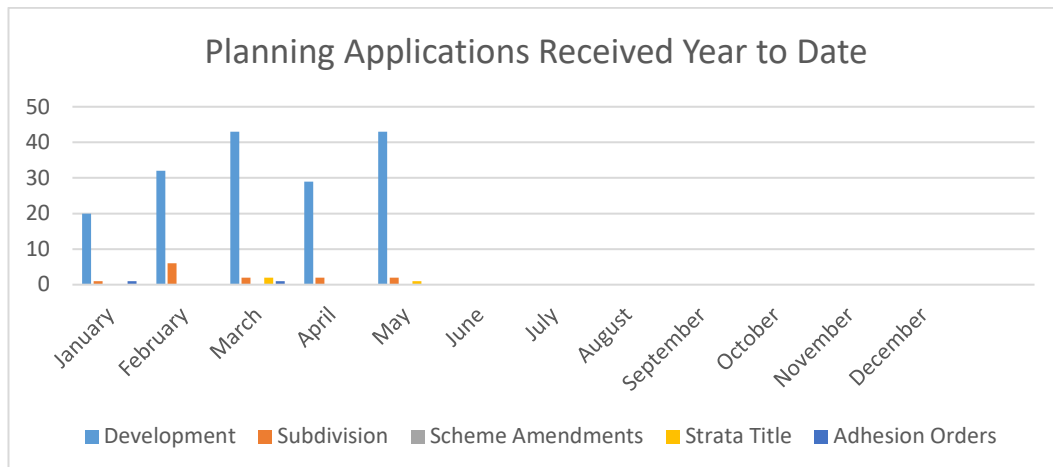
- Meeting with architect, GM and Mayor about next year's building projects.
- South East Stadium meetings with both the contractor and the Superintendent.
- General Manager and Pitt & Sherry about the preliminary scoping of the State Government's proposal to seal Wielangta Road.
- Meeting with two property owners about stormwater issues at Tarbook Court development and the works currently happening at the Stores Lane junction.
- Audit Panel meeting.

SHAYLA NOWAKOWSKI / EMMA SMITH

During the month of May 2022, Development Services received 2 requests to waive application fees due to being a Council owned property or Community Not-for-Profit Organisation. Planning, Building and Plumbing received no requests.

PLANNING – SHAYLA NOWAKOWSKI

Analysis of planning applications received year to date including May 2022.



DELEGATED AUTHORITY – JENNY RICHMOND

During the month of May 2022 a total of 33 Planning Approvals / Permits / Exemptions have been issued including:

2	Applications approved as Permitted Development; issued under delegated authority
0	Application approved as Permitted Development – Council Meetings



1	Application received which complied with Section 56 Minor Amendment, issued under delegated authority
4	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
23	Applications approved as Discretionary Developments; issued under delegated authority
3	Applications presented as Developments for Council consideration at DASC Meetings held on 10 th and 31 st May 2022.

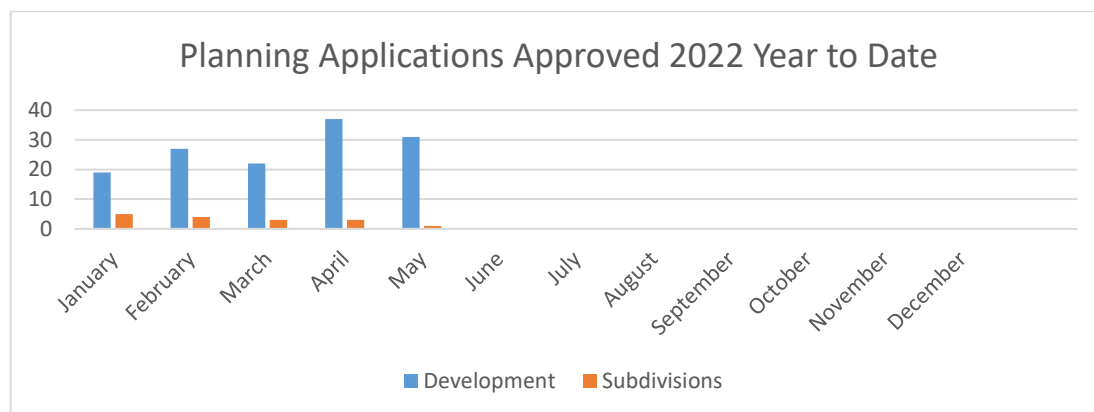
The following is a summary of approvals/permits issued for May 2022.

Description	Application Type	Address	Value
Outbuilding (Carport)	Discretionary	38 Gatehouse Drive, Sorell	\$5,900.00
Additions to Dwelling	Discretionary	10 Carlton Court, Carlton	\$10,000.00
Outbuilding (Garage) Incl Removal of Existing Carport	Discretionary	30 Richards Avenue, Dodges Ferry	\$15,000.00
Outbuilding (Carport)	Discretionary	36 Lewisham Scenic Drive, Lewisham	\$5,000.00
Dwelling CT176804/1	Discretionary	258 Fulham Road, Dunalley	\$700,000.00
Storage Shed (Resource Processing)	Discretionary-DASC 10/05	1046 Arthur Highway, Forcett	\$45,000.00
Outbuilding (Shed)	Discretionary	770 Brinktop Road, Orielton	\$40,000.00
Dwelling	Discretionary	340 Carlton River Road, Carlton River	\$439,000.00
Dwelling	Discretionary	5 Lagoon View Court, Midway Point	\$500,000.00
Minor Amendment Section 56 - Changes to Staging	Discretionary	59-61 Tasman Highway, Sorell	\$0.00
Demolition of Existing Building & New Dwelling	Discretionary	16 Hurst Street, Lewisham	\$250,000.00
New Dwelling & Outbuilding (Garage)	Discretionary	64 Tiger Head Road, Dodges Ferry	\$500,000.00
Dwelling	Discretionary	71 Grevillea Street, Primrose Sands	\$300,000.00
Additions & Alterations to Dwelling & New Outbuilding (Shed)	Discretionary	2899 Tasman Highway, Penna	\$220,000.00
Change of Use (Commercial to Residential Dwelling)	Discretionary	30 Constance Street, Dunalley	\$0.00
Dwelling & Outbuilding (Garage)	Discretionary	Lot 4 Primrose Sands Road, Primrose Sands	\$400,000.00
Outbuilding (Garage)	Discretionary	563 Shark Point Road, Penna	\$21,600.00



Residential - New Dwelling & Change of use to Outbuilding (Garage)	Discretionary	20 Provence Drive, Carlton	\$500,000.00
Residential - Additions to Existing Dwelling	Discretionary	8A Carlton Beach Road, Dodges Ferry	\$8.00
Additions & Alterations to Dwelling	Discretionary	15 Gully Road, Dodges Ferry	\$140,000.00
Alterations to Dwelling	Discretionary	6 Carlton Court, Carlton	\$100,000.00
Farm Shed (Storage)	Discretionary	106 Bream Creek Road, Bream Creek	\$160,000.00
Ancillary Dwelling	Discretionary	39 Quarry Road, Forcett	\$170,300.00
Public Toilet	Discretionary-DASC 31/05	Lewisham Scenic Drive, Lewisham (Lewisham Boat Ramp)	\$30,000.00
1 Lot Subdivision & Balance	Discretionary	8 Nugent Road, Sorell	\$0.00
Minor Amendment - Changes to Staging & location of Units 1-5	Discretionary-DASC 31/05	11A Gordon Street, Sorell	\$0.00
Residential - Outbuilding (Garaport)	No Permit Required	5 Amelia Court, Sorell	\$35,000.00
Internal Alterations to Dwelling (Lift)	No Permit Required	32-36 Tiger Head Road, Dodges Ferry	\$110,000.00
Public Art - Sculptural Artwork for Sorell Emergency Services Hub	No Permit Required	47 Cole Street, Sorell	\$72,000.00
Minor Amendment Section 56 - Changes to Location of Dwelling	Discretionary	147 Lewisham Scenic Drive, Lewisham	\$0.00
Public Art (Mural)	No Permit Required	47 Cole Street, Sorell (Sorell Mens Shed)	\$0.00
Strata Title - Stage 1 (Units 3, 4, 5, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17 & 18)	Permitted	59-61 Tasman Highway, Sorell	\$0.00
Outdoor Swimming Pool	Permitted	314 Penna Road, Penna	\$71,000.00
			\$4,839,808.00

ANALYSIS OF PLANNING PERMITS ISSUED YEAR TO DATE INCLUDING MAY 2022 –



DEVELOPMENT ASSESSMENT SPECIAL COMMITTEE – SHANE WELLS, SENIOR PLANNER

Council's Development Assessment Special Committee (DASC) met twice during the month of May 2022 on the 10th and 31st.

Five matters were presented to DASC being:

- Amendment to the Southern Tasmanian Regional Land Use Strategy.
- DA-2021/314 Minor amendment to staging and internal changes 11A Gordon Street Sorell.
- DA-2022/32 Public Toilet for Lewisham Boat Ramp.
- Endorsement of the Strategic Transport Network Assessment for Sorell.
- DA-2022/62 for a storage shed at 1046 Arthur Highway, Forcett.

APPEALS – SHANE WELLS, SENIOR PLANNER

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.

The final hearing has been deferred to allow for a fresh attempt at a mediated agreement. There is no update on this matter.

TasCAT notified Council of an appeal lodged by the applicant against the conditions of a planning permit issued for a change of use from a dwelling to café at 136 Carlton Beach Road, Dodges Ferry. A mediated agreement has been reached which provides for the staged payment of the car parking contribution, which will require expenditure in the 2023/2024 or 2024/2025 financial year. This matter is pending TASCAT endorsement.

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 its last meeting in December. The reporting was endorsed, and all documents were provided to the Tasmanian Planning Commission on 23 December 2021. The hearing was held on the 30 March 2022. No further advice has been received in relation to a decision from the TPC.

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.

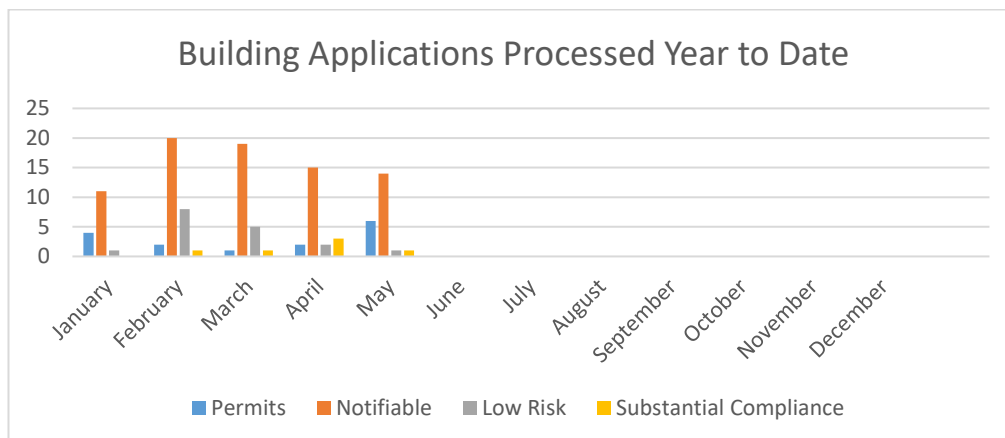
On Monday 31 May, Council received notification from the Commission that the Scheme was acceptable to go on exhibition. Council proceeded to exhibit the Scheme from 15 June until 16 August 2021. At the completion of the exhibition period 75 representations were received which Council understands is a 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 its meeting in December 2021. All these documents were provided to the Planning Commission on 23 December 2021. Hearings have commenced and the final date of hearings is set down for 28 March 2022. Further submissions have been received by the Commission that requires a response from Council which were completed by 15 March 2022. Hearings have been completed with further directions responded to by mid-May 2022. It is likely that we will receive notification towards the end of June about the LPS coming into operation, however it is anticipated that there will be substantial modifications still required, which will be separately exhibited and may have separate hearings later in 2022. At this time nothing formal has been received from the Commission to confirm this.



BUILDING – EMMA SMITH

Analysis of applications approved year to date including May 2022. These include (Permit/Notifiable/Low Risk/Substantial Compliance).



Details of applications that were approved in May 2022 (details below). These include:

- 6 Permits
- 14 Notifiable
- 1 Low Risk
- 1 Substantial Compliance

Property Address	Propose Use Of Building	Value Of Work
116 Allambie Road, Orielton	Solar Panels	\$28,706.00
14 Tarbook Court, Sorell	Outbuilding	\$22,000.00
31 First Avenue, Midway Point	Dwelling	\$350,000.00
10 Carlton Court, Carlton	Dwelling	\$30,000.00
4 Fairmont Lane, Sorell	Dwelling	\$450,000.00
3 Woodruff Court, Sorell	Dwelling	\$500,516.00
5 Friendship Drive, Sorell	Dwelling & Ancillary Dwelling	\$400,000.00
5 Charlotte Court, Sorell	Dwelling Addition	\$25,000.00
167 White Hills Road, Forcett	Shed	\$45,000.00
24 Gellibrand Street, Dunalley	Dwelling	\$162,300.00
120 White Hills Road, Forcett	Dwelling	\$365,000.00
7 Friendship Drive, Sorell	Dwelling + Ancillary Dwelling	\$420,000.00
558 Primrose Sands Road, Primrose Sands	Dwelling	\$273,708.00
5 Luke Avenue, Carlton	Dwelling	\$350,000.00
9 Fairmont Lane, Sorell	Dwelling	\$240,000.00
994 Arthur Highway, Forcett	Distillery	\$75,000.00
167 Carlton Beach Road, Dodges Ferry	Dwelling, Shed and Shipping Container	\$175,000.00
3 Deborah Lane, Dodges Ferry	Dwelling & Outbuilding	\$250,000.00



1018 Kellevie Road, Kellevie	Outbuilding	\$30,000.00
770 Brinktop Road, Orielton	Visitor Accommodation	\$276,912.00
5-7 Imlay Street, Dunalley	Dwelling	\$100,000.00
16 Lagoon Road, Carlton	Carport	\$12,000.00

BUILDING COMPLIANCE / EXPIRED PERMIT PROJECT – RHIANNON BAINES

During the month of May 2022 there have been 2 Building Notices and 1 Building Order issued, 5 Building Orders Revoked and 5 Building Notices Revoked.

2 complaints were received that require follow up in relation to potential illegal building works/structures on site. This has been added to the enforcement register for follow up and site inspection required. 1 complaint resolved.

6 on-site inspections were conducted during the month of May 2022 for potential illegal works/compliance.

Below identifies the 'Expired Permit Project' with assistance from Holdfast Building Surveying for the month May 2022:

Type Issued:	Status
Occupancy Permit Issued	0
Certificate of Final Inspection Issued	0
Certificate of Completion (Building Work)	13
Building Inspection Directions issued	0
Building Inspection Directions Resolved	8

Update as follow:	Status
Not Inspected	8
Awaiting Plumbing	15
Building Inspection Directions issued requiring outcomes	32
Waiting on response from Holdfast for outcomes	13
Inspections booked – <i>(no further inspections being conducted)</i>	0
Completed	151
Resigned	6

Below inspections conducted by Holdfast for May 2022.

Inspection Type	Status
Inspection - Statutory Building Surveyor:	17

Following a decision made by Council, no further inspections would be conducted after 1st June 2022 for the Expired Permit Project.

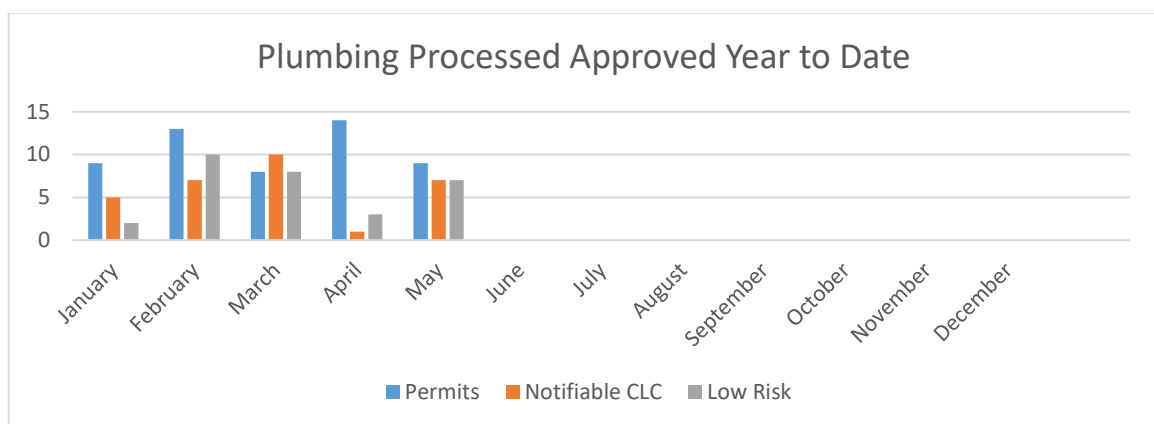


Below statistics, show Certificates of Completions (Plumbing Work) issued, along with Plumbing Inspections conducted for the month of May 2022 for the Expired Permit Project. Also including Plumbing Inspection Directions issued/revoked.

Plumbing Inspections	6
Certificates of Completion (Plumbing Work)	6
Plumbing Inspection Directions	2
Plumbing Inspection Directions Resolved	3

PLUMBING – SIMON BUTLER

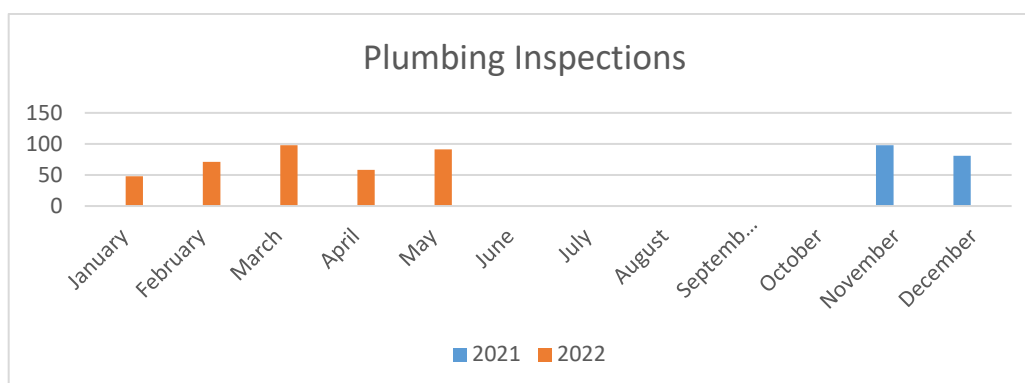
Analysis of applications approved year to date including May 2022. These include (Permit/Notifiable/Low Risk).



Details of applications that were processed in May 2022 (details below). These include:

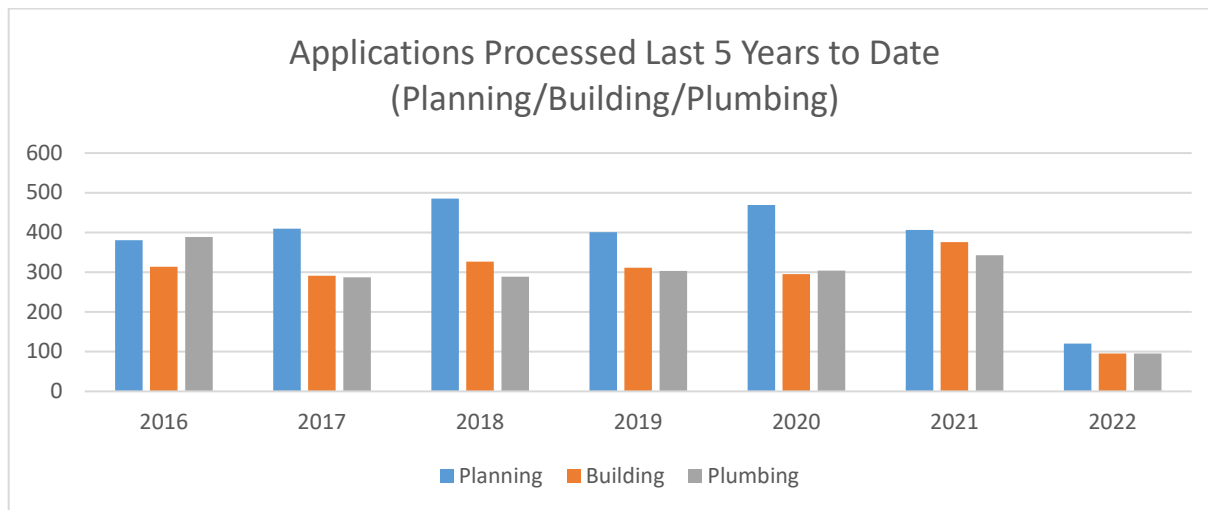
- 9 Permits
- 7 Notifiable
- 7 Low Risk

In May, 91 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.



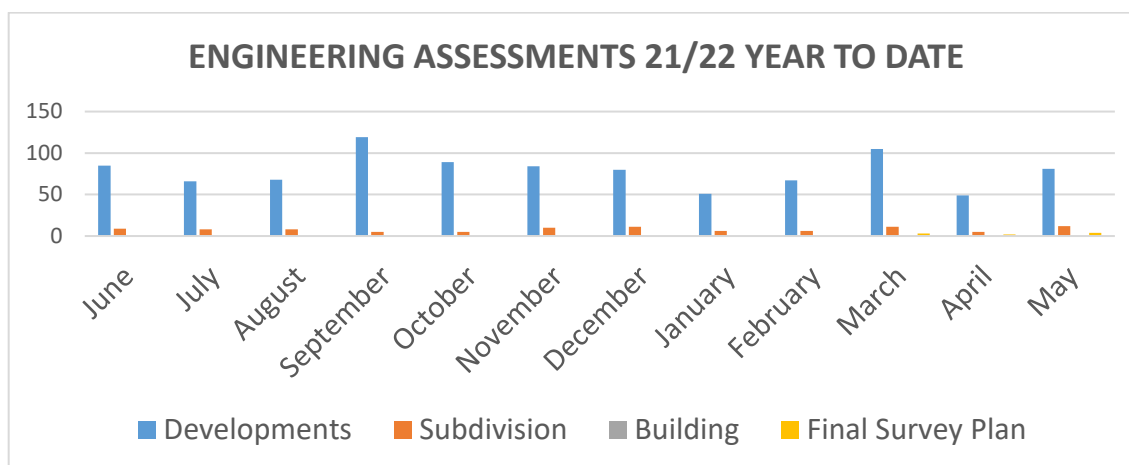
DEVELOPMENT ASSESSMENT – SHAYLA NOWAKOWSKI

The following table provides details of the overall Planning, Plumbing and Building Applications processed for the years 2016, 2017, 2018, 2019, 2020 & 2021 together with current yearly figures up to and including May 2022.



DEVELOPMENT ENGINEERING – DENIS WALL

Development Engineering has examined 93 applications (Developments & Subdivisions) for the May period, which required engineering input as follows:



DEVELOPMENT ENGINEERING COMPLIANCE – DENIS WALL

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

- 20 Arthur Highway – 55 Lots on corner of Pawleena Road – commenced June 2021.



- Sorell – 37 Pawleena Road – Stage 2 and 3 completed – work for stage 4, 5, 6, and 7 commenced.
- Midway Point – 252 Penna Road – Stage 1 (25 Lots) commenced Jan 2022 – Stages 2, 3, and 5 approvals granted – construction commenced – Stages 4 and 6 undergoing assessments.

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 – engineering drawings undergoing assessments.
- Primrose Sands – 6a and 8 Correa Street 6 Lots including road extension – engineering drawings undergoing assessments.
- Lot 1000 Old Forcett Road – undergoing stormwater assessment.

CAPITAL WORKS TRANSPORT AND STORMWATER – ADAM BUTLER

There are a number of Capital Works projects that are about to commence, have commenced or achieved practical completion across our Municipality. Due to unfavourable weather conditions, the following commenced transport projects have been placed on hold:

- Lime stabilisation, widening and reshaping of Bream Creek Road from Dairy access to Burnt Hill Road – commenced March 2022; and
- Reconstruct the gravel sections of Kellevie Road joining to Bream Creek Road (approx. 866m) – commenced March 2022.

Capital Works commencing:

- Orielson Rivulet Bridge Shark Point Rd – Works onsite commence late June 2022.

Capital Works commenced:

- Main Road kerb ramp and pedestrian refuge – Nearing completion - commenced September 2021.

Capital Works complete since last report:

- Lewisham Road realignment of 'fools corner' - Commenced November 2021.
- Reconstruction of Shark Point Road (West) Stage 1 – Commenced January 2022.

Design Work:

- Starting on 2022/2023 capital projects – roads, footpaths, storm water, etc.
- Detail Surveys complete for larger Capital projects for 2021/22.



- Preliminary/ concept designs imminently expected from Pitt & Sherry for potential future capital works projects.

The following Road Safety update is provided:

- Council corresponded with the Transport Commission on 20 May 2022 requesting a reduction of the speed limit along Brinktop Road from 100 to 80 Km/h. On 14 June 2022, Council received a response from the Commissioner for Transport who has issued a direction for the installation of 80km/h. Subsequently, Council Officers will develop a communication strategy for advising of the changed speed limit with the community and relevant stakeholders and coordinated with Clarence City Council so that the speed limit signs are all installed at the same time. A 'New Speed Limit Ahead' warning sign will be installed at the eastern end of the road to alert motorists turning into Brinktop Road of the change.

ENVIRONMENTAL HEALTH - GREG ROBERTSON/RACHEL TENNI

Building Act 2016

Onsite wastewater management assessments completed for Plumbing Permit applications.

The operator of a commercial property in the Southern Beaches which discharges wastewater into Pittwater - a new plumber has been engaged but a date for when the works will commence is yet to be provided.

Quarterly service reports for AWTS installations have been received; 219 assessed and follow up occurred for those AWTS reports deemed non-compliant with the *Building Act 2016* with letters to owners.

Several complaints were received about failing septic tank systems. One relates to possible contamination of a water bore, this is currently being investigated and a dye test performed. Another complaint about seepage from an AWTS in Primrose Sands is being investigated.

A property owner in Forcett was prosecuted for non-compliance with a Building and Plumbing Order and Planning Permit conditions. The Magistrate found them guilty and adjourned for Sentence in late June 2022.

By Laws

Commenced a review of the Environmental Health By-law 2013 which is due to expire later in 2023. A preliminary draft has been prepared for internal review. Once finalised the proposed By-law will be presented to Councillors to determine if the by-law is suitable for public exhibition.



Land Use Planning & Approval Act 1993

Development and subdivision applications assessments completed including, visitor accommodation, stormwater works, multiple dwellings, childcare centre, commercial developments in Sorell, new dwellings and outbuildings.

Food Act 2003

5 Food business safety assessments were conducted during May. Food sampling survey conducted in May, results due in June.

Two new food business assessments were deferred due to non-compliance with the national construction code. Awaiting further information.

Public Health Act 1997

Dodges Ferry and Dunalley Primary Schools Private water supplier and maintenance with DOE and TCM. Samples received and compliant with Drinking water Guidelines.

Cooling Tower Legionella results were compliant.

Recreational Water Quality Analysis and reporting will be done in the coming months. New signage to be installed at all water quality monitoring sites throughout the Sorell area.

Communicable diseases

No notifiable diseases notifications were received from the Director of Public Health in May 2022.

Immunisations

Staff occupational vaccinations investigations initiated with Sorell Family Practice.

Environmental Management & Pollution Control Act 1994 (EMPCA)

Noise complaints including music noise, building works out of hours, construction, roosters were received and investigated.

Back yard burning and waste dumping complaints were also received.

An Environment Protection Notice was issued authorising re-use of aquaculture waste on a rural property in White hills.

Attended a site meeting with TasWater and Department of Education regarding future options for wastewater treatment for the Dodges School, Okines House and Football club when the existing sewage lagoon are de-commissioned.



Waste Management

Dumped rubbish and a build-up of cardboard at the Sorell recycling centres has reduced, Veolia have increased the frequency of clean-ups. Access to the Sorell Recycling Centre has been restricted during the week because of roadworks associated with the Sorell by-pass.

Tender documents for the Council public bin collection have been prepared and the tender will be advertised in June.

Street Stall / Public place permits

No permits were issued in May 2022. There was an enquiry about operating a food van at Park Beach, however the person was advised that Councils' Public Places Policy considers this to be an unsuitable site.

COMPLIANCE – DARREN CARTER

Infringements issued for Nuisance Dogs (including Dog at large and unregistered dogs)	6
Infringement issued for Taking a Dog into a restricted area	0
Reported Dog attacks on livestock or other Dogs	5
Reported Dog attacks on people	1
Dogs impounded	8
Nuisance created by animals including dogs (Noise/Odour)	7
Fire Hazard Abatement notices issued	0
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
Infringement issued By-Laws	0

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 fall outside business-as-usual practices.

CRM's will now be reported on Roads, Land Improvements, Stormwater and Facility with the intention of next month's report demonstrating a figure of received CRM's against completed CRM's.

Increase of CRM's relating to Stormwater and Potholing during May caused by weather events. These have work orders assigned to them and will be completed using the monthly programming schedule.



Customer Requests by Category Sealed/Unsealed Roads	Oct-21	Nov-21	Dec-21	Jan 22	Feb 22	Mar 22	April 22	May 22
Roads\Abandoned Vehicles								
Roads\Bollards				1			1	
Roads\Footpath Maintenance	1	3		1		2		
Roads\General Road Enquiry	2	2	2	3	3	4	5	1
Roads\Guideposts	1	1	2					
Roads\Guardrails								
Roads\Line marking	1				1			
Roads\Other Road Signage	2		2	4	3	3	3	2
Roads\Pedestrian Crossing	1			1		1		
Roads\Road Defects incl. Potholes	11	20	12	1	17	8	5	10
Roads\Road Grading	1	2			2	1	1	
Roads\Street Name Signage	1	1	1	1	1			
Roads\Street Lighting		1					1	4
Roads \ Traffic Calming Devices								1
Total	21	30	19	12	27	19	16	18

Customer Requests by Category Land Improvement	Oct-21	Nov-21	Dec-21	Jan 22	Feb 22	Mar 22	April 22	May 22
Parks and Reserves / Bees and Wasps						2	1	1
Parks and Reserves\Council Land & Reserves Maintenance	3	12	4	6	4	1	2	
Parks and Reserves\General Litter & Bins		1						
Parks and Reserves\Mowing Public Places	8	6	3	7	3			1
Parks and Reserves\Playground & Park Maintenance	2	1	2	5	2	3	2	1
Parks and Reserves\Tree Request, Removal and Roadside Maintenance (Rural)	2	3	1	4	4	2	2	1
Parks and Reserves\Tree Request, Removal and Roadside Maintenance (Urban Pink Map)	10	12	9	11	13	6	4	7
Parks and Reserves\Walkway and Beach Access		4	6	5	1	1		1
Parks and Reserves\Weed Managing & Spraying	2	1	2	1	5	1		
Total	27	40	27	39	32	16	11	12

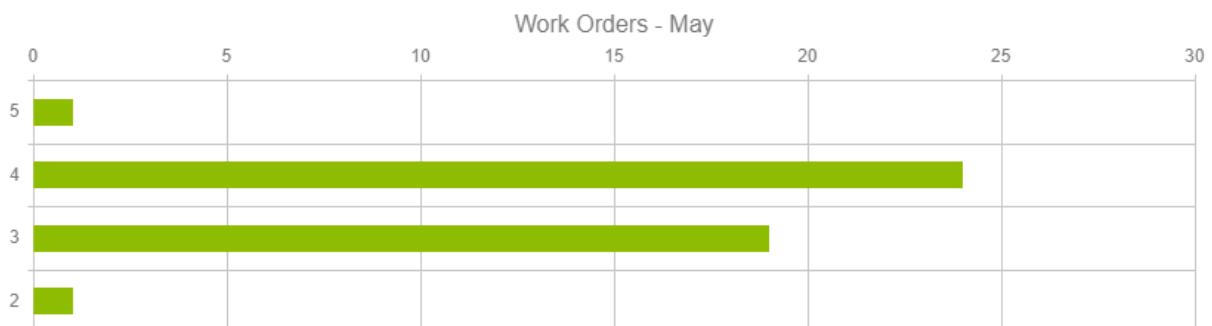


Customer Requests by Category Stormwater	Oct-21	Nov-21	Dec-21	Jan 22	Feb 22	Mar 22	April 22	May 22
Stormwater\Blocked Drains	2	10	2	2	4	3	2	
Stormwater\Flooding (Road Drainage)	6	17	9	2		3		5
Total	8	27	11	4	4	6	2	5

Customer Requests by Category Facilities	Oct-21	Nov-21	Dec-21	Jan 22	Feb 22	Mar 22	April 22	May 22
Facilities\Facility Maintenance Request	2	4	1	6	5	1	4	3
Total	2	4	1	6	5	1	4	3

Road Maintenance and Repairs

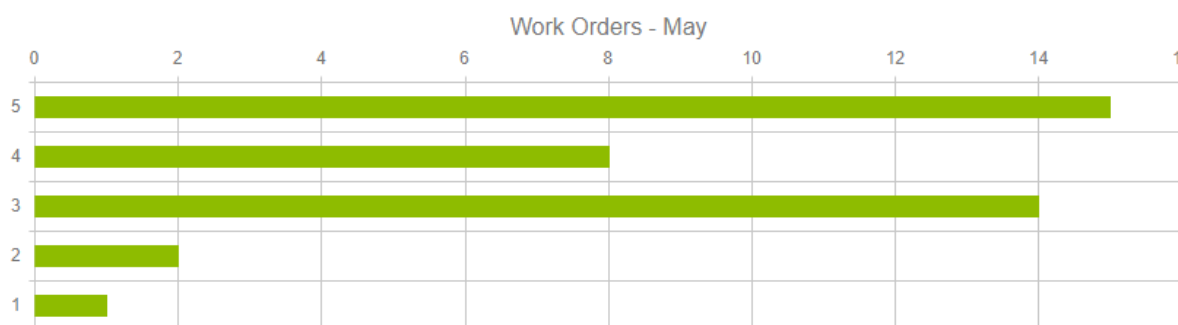
Priority 1	Urgent - 1 Day
Priority 2	Important- 6 Weeks
Priority 3	Required - 16 Weeks
Priority 4	Maintenance - 26 Weeks
Priority 5	Monitor - 52 Weeks White Hill Road (Road)



Unsealed Road Crew

- 18 Work Orders Complete for May. 0 at Priority 1, 0 at Priority 2, 3 at Priority 3, 14 at Priority 4, and 1 at Priority 5.
- Maintenance Grading on Bream Creek Road, Burnt Hill Road, Orielton Road, Marchwiell Road.
- Potholing on Mill Road.
- Drains on Alomes Road, Matthews Road, Bream Creek Road.





Sealed Road Crew

- 30 Work Orders Complete for May. 1 at Priority 1, 1 at Priority 2, 7 at Priority 3, 6 at Priority 4, and 15 at Priority 5.
- Potholing on Rantons Road, Bay Road, Forcett Street, Delmore Road, White Hill Road, Sandy Point Avenue, Edith Close, Penna Road.
- Drains on Delmore Road, Arthur Highway.
- Edge break repairs on Moomere Street.
- Sink hole repair on Lewisham Scenic Drive.
- Shoulder repairs on Orielson Road.
- FBR placement on Meethenar Street, Rantons Road and Payeena Street.
- Vegetation on Bay Road, Carlton River Road.
- Clean bus stop at Sorell Park and Ride.

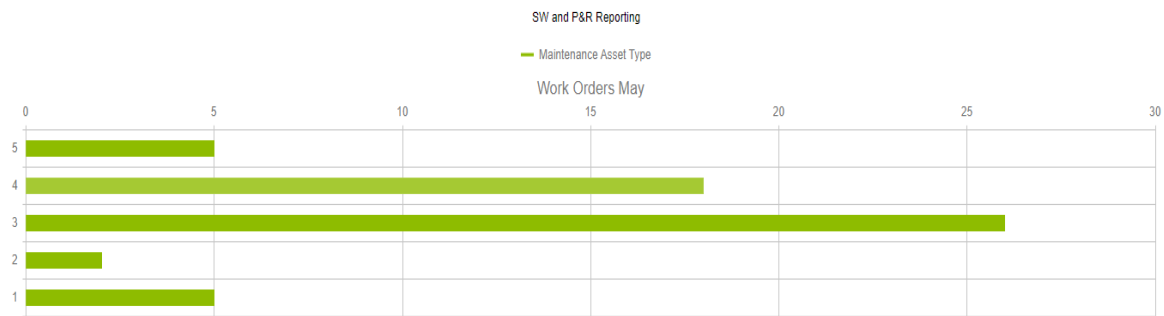
Roadside Furniture

- 10 Work Orders Complete for May. 0 at Priority 1, 2 at Priority 2, 12 at Priority 3, 8 at Priority 4, and 0 at Priority 5.
- Signs/Guideposts on Casuarina Close, Penna Road, Shark Point Road, Pendell Drive, Fairmont Lane, Arthur Street, Carlton Beach Road, Erica Road, Pembroke Park Skate Park, Bream Creek Road, Marion Bay Road, Pawleena Road, White Hill Road, Branders Road, Delmore Road, Nugent Road.

Stormwater Crew

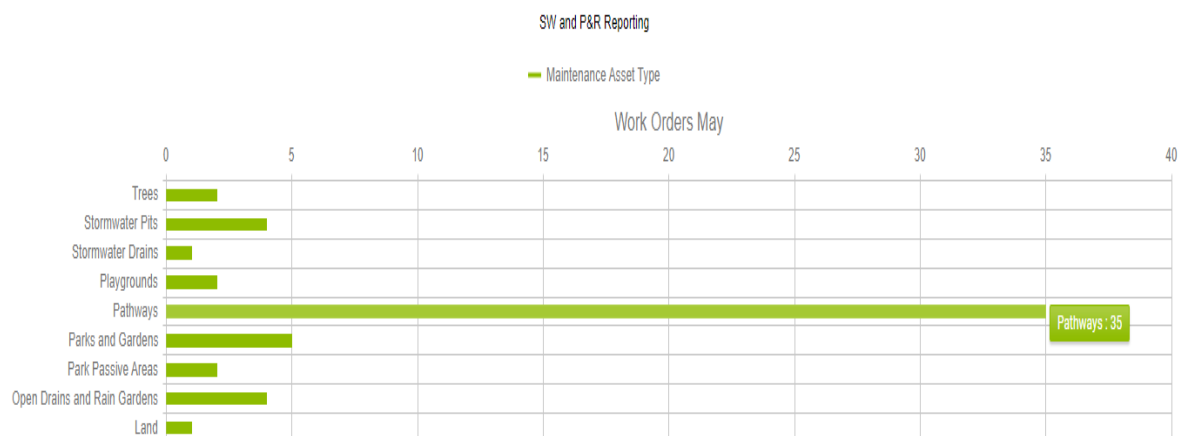
- Clean drains and whipper snip of vegetation – Renmore Court, Primrose Sands, Colleen Crescent, Kookaburra St, Franklin St, Boathouse Rise, Whitlam Crt, RV Park Sorell.
- Primrose Sands Capital job install pits and pipe in Primrose Sands Park area.
- Install pitted grate and 150mm pipe Old Forcett Rd (Heatherbell Rd) bus stop.
- Pump out GPTs – Zone 1.
- CRM's.
- High number of pathway work orders in graph due to kerb adaptors picked up in critical defect inspection.





Land Improvements:

- Tree work – Poina St and Dodges Ferry Rec.
- Ongoing maintenance for Parks, Reserves and Walkways.
- Mulching surf club footpath.
- Footpath repair – Lower Pioneer after Storm event.
- Repair damaged steps at Seventh Avenue beach access.
- Spray Old Forcett Road.
- Ongoing regular maintenance.
- CRM's.



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.

- Depot - blocked female toilets.
- Pembroke Park LTPF - faulty lights.
- Primrose Hall - reconnect toilet cistern.
- Malunna - blocked waste pipe.
- CAC - replace light globes in office and chambers.



- Midway Point Hall - Graffiti on exterior.
- Midway Point Hall - blocked urinal.
- Pembroke Park Junior oval - reset score board.
- Sorell Memorial Hall - disabled door lock.
- Sorell Memorial Hall - power point in supper room.
- RSL - female toilets.
- Midway Point Hall - move fridge (WHS).
- RV Park - New pump wire in.
- Dunalley Hall - door stops.
- Sorell Memorial Hall - new fridge for supper room.
- Dunalley Hall - front door new glass, back door refit and new door closer.
- CAC - Change light globes in office.
- CAC - refit cupboard door.
- CAC - remove old oven.
- Depot - security sensors.
- Dodges Rec - blocked drains in toilets.

Repairs and maintenance to public toilet facilities:

- Dunalley Imlay St - blocked toilets.
- Primrose sands - new soap dispenser.
- DFFC - urinal cistern disconnected.
- Park and Ride - remove rubbish from toilet block.
- VIC park - female toilet cistern.
- Boat Park - graffiti removal inside.
- Dunalley Canal - load of water.
- Boat Park - graffiti removal inside and out.
- Pioneer Park - graffiti removal.
- Boat Park - new soap dispenser.
- Park Beach - touch up paint on sink stand.
- Primrose - touch up paint on sink stand.
- Marion Bay - touch up on sink stand.
- Boat Park - touch up on sink stand.

ASSETS / GIS / ICT – JULIE MANN

- Attendance at LGAT climate conference.
- Progress made on the BMX track project for tendering process to commence.
- Progressing headworks modelling proposal with Entura.
- Stormwater AMP in progress and aim to have by end of Q1 2022.
- Map preparations for waste and resheeting tenders.
- IT production servers require urgent maintenance. Parts ordered and plan in place to renew pending approval from Council.



- Pen testing recommendations are underway and will be an ongoing process.
- CCTV capital renewal project is still expected at this stage to be delivered by end of Q4, but due to contractor availability (COVID sickness) may run into Q1 2022.

PROJECT ENGINEER – ANTHONY WALTERS

Road & Traffic

Vulnerable Road User Program 21/22:

- While the Department of State Growth have announced the new grant round will be opening in early 2023, we are currently planning proposed projects around the municipality.

Footpaths:

- Park Beach Rd to Park Beach Car Park – Construction to commence shortly.
- Lewisham Scenic Drive – Design and consultation is continuing.
- Red Ochre Beach Access – Concept plans are still being developed, with emphasis on the use of natural materials where possible and minimal disturbance during construction.
- Sorell Streetscape – Options are being developed and information is being sought regarding traffic volumes when the by-pass is open.

Safer Rural Roads Program:

- Brinktop Rd Road Widening - Works are continuing with stage 2, works are expected to be complete by late-June/early July.

Pembroke Park – BMX Bike Track

- The designers have been engaged and are currently working on the concept plans.

Buildings

South East Stadium Car Park

- Additional kerb has been poured to the access road, namely the building at the entrance to Montagu St. The footpath along the entire access road has also been poured.

South East Sports Complex new Netball Courts

- Sleeves and posts have arrived, now waiting to be installed.
- Due to warranty of the product, the contractor won't apply the surface treatment in the colder weather - the courts will now be surfaced in Spring.

South East Stadium

- Main court flooring installation is complete.



- VOS still needs to carry out remedial works to structural issues.
- One contract has been awarded for the northern and western footpaths. Still waiting on a price for southern and eastern paths.

Train Shed

- Window frames have been built and repaired (3 of old existing). Paint colour selected.
- Issue with base replacements to columns, due to splitting timber – still unresolved between architect and structural engineer.
- Drainage modifications to downpipes has been approved and will commence once the cladding is complete – still sourcing the replacement corrugated iron, or a solution to keep the renovations moving.

Lewisham Boat Ramp Toilet

- DA has been lodged with additional information requested from planning – waiting on confirmation to proceed.
- Design drawings are nearing completion.

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

Meetings Attended:

- Meetings RE: Community Identity Arts Project.
- Various meetings RE: Pembroke Park Stadium & Community Facilities.
- Various meetings & site visits with potential Canteen and Gym operators for the Stadium.
- Management Meeting.
- Various EA Meetings.
- Budget Meetings.
- Various HR meetings.
- Various meetings RE: Enterprise Agreement Bargaining.
- Council Workshop.
- Council Meeting.

HUMAN RESOURCES

RECRUITMENT

Recruitment for the following positions is currently in progress –

- WHS & Risk Coordinator – Part-Time. Closed 23rd May 2022. A decision will be made in due course.
- Municipal Worker (Sealed Roads) - Closed 6th June 2022. Discussion to take place with Works Manager.



APPOINTMENT

- Jennifer Vance has been appointed as a Temporary Financial Accountant through a recruitment agency.

EMPLOYEE TRAINING

- Depot Training Plan complete and currently being implemented.
- Russell Kemp completed Investigation Skills.
- Kim Swetnam & Kyedon Young signed to complete Cert III in Horticulture and Turf Management.

ENTERPRISE AGREEMENT NEGOTIATIONS

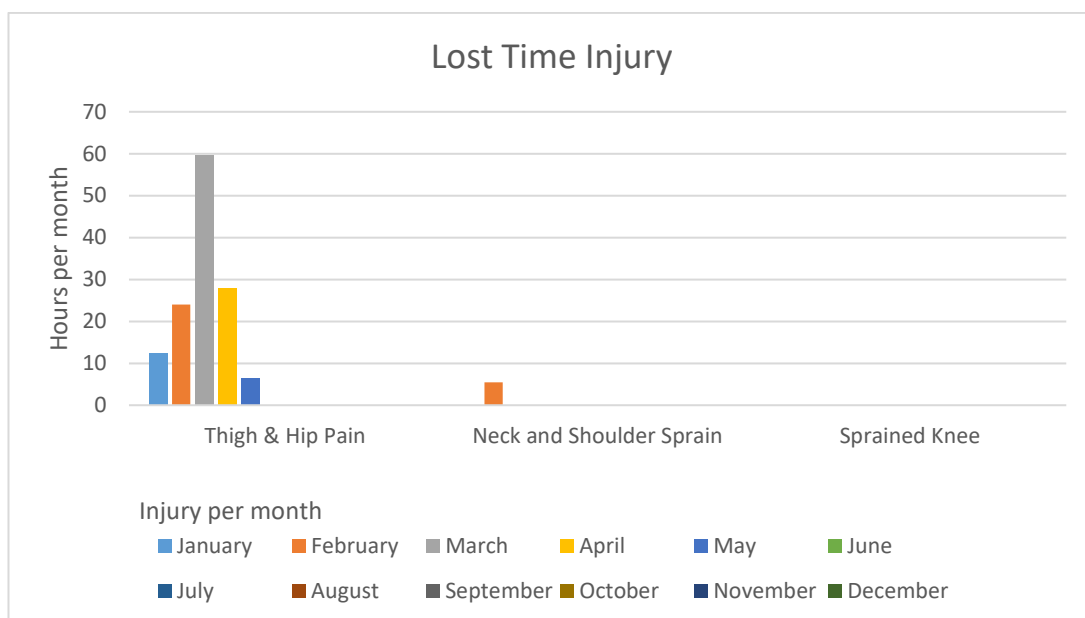
- Preparation for commencement of Enterprise Bargaining.
 - NERR issued on 21 February 2022.
 - 6 bargaining meetings held.

PAYROLL / EMPLOYEE SUPPORT

- Two pay runs and end of month processing completed.

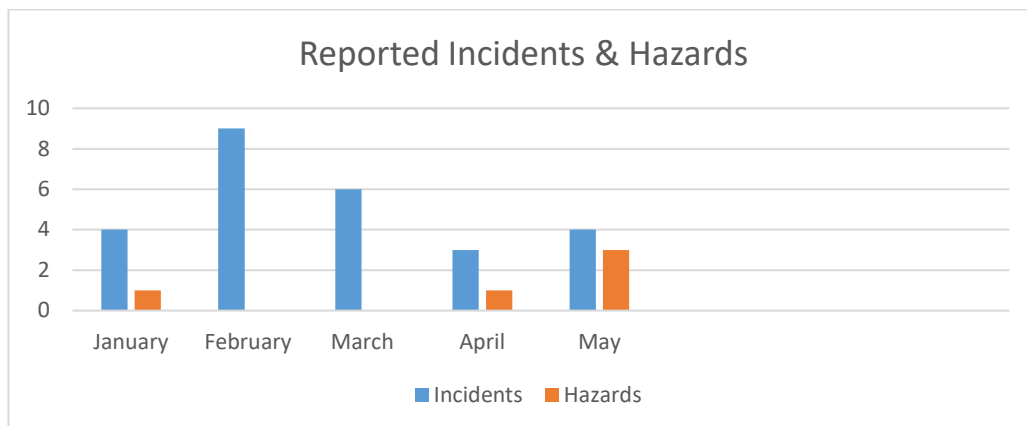
WORKERS COMPENSATION

- 1 - Active claim with QBE.
- 1 - Payout with QBE.
- 3 - Notifications with Allianz (claims have not progressed).
- No claims with Allianz.



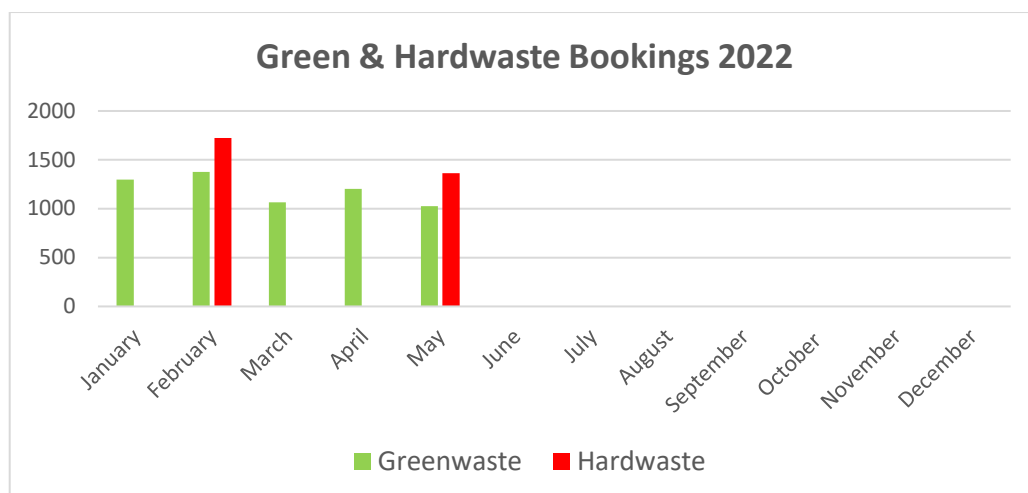
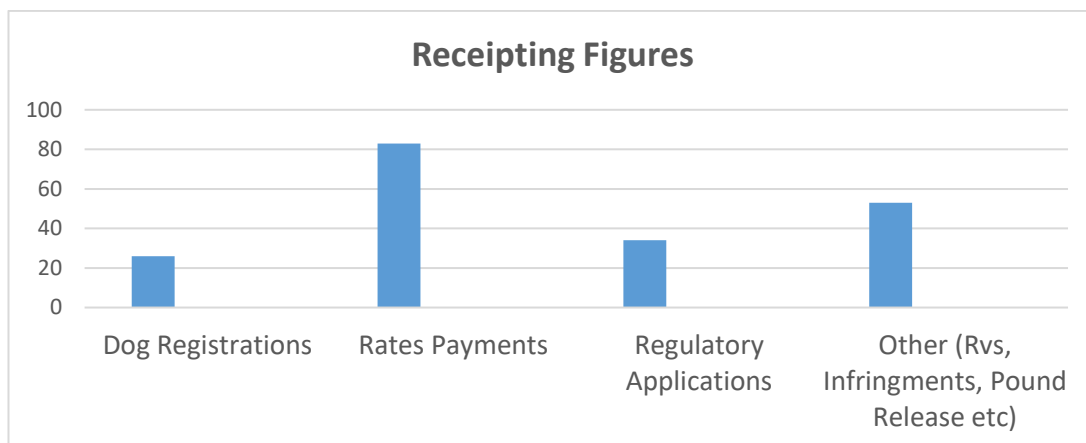
WHS

Reported Incidents & Hazards for the month of May.



CUSTOMER & BUSINESS SUPPORT

Receipting figures – May



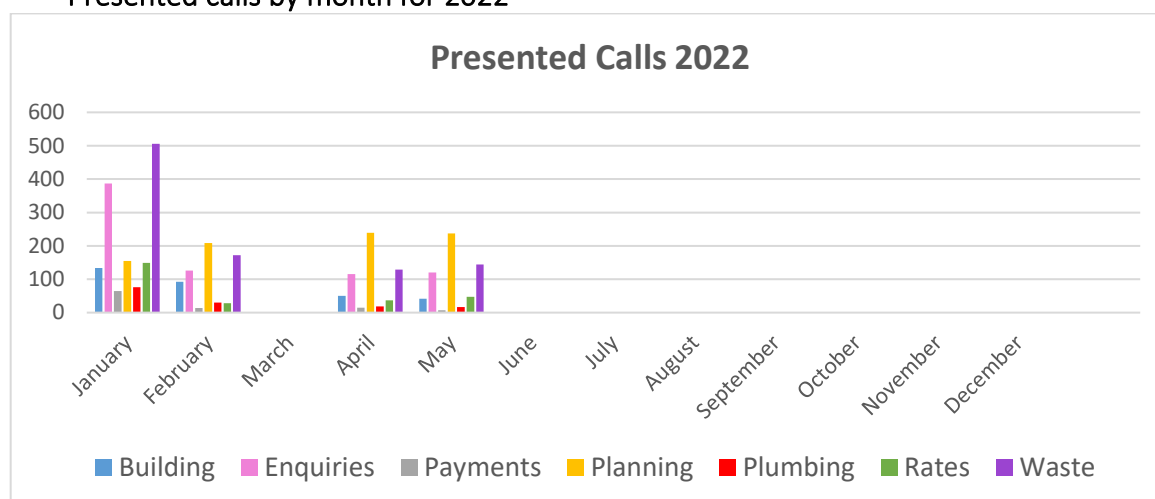
Phone call reporting – May 2022

Enquiry	Answered Calls	Average Speed of Answer	% of Calls Answered
Building	36	17 Seconds	85.7%
Enquiries	108	12 Seconds	87.8%
Payments	7	22 Seconds	87.5%
Planning	229	15 Seconds	96.6%
Plumbing	16	14 Seconds	94.1%
Rates	43	17 Seconds	91.5%
Waste	132	23 Seconds	90.4%

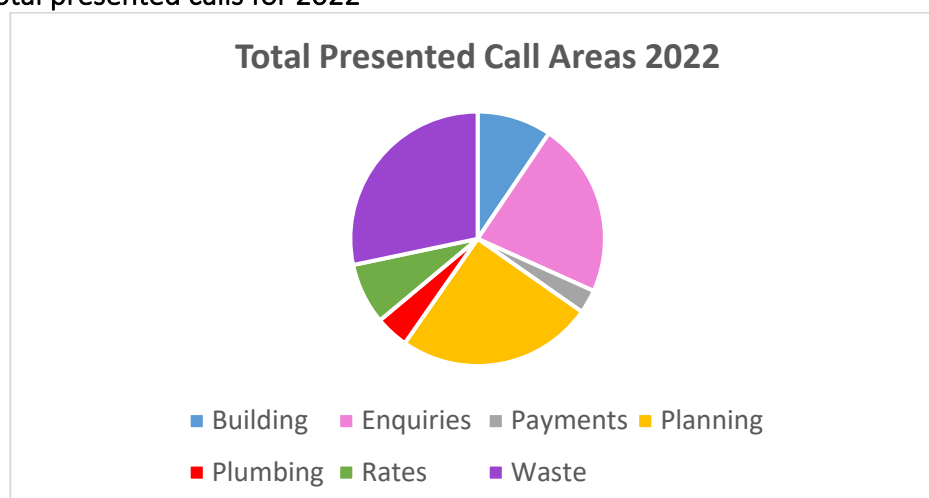
90.5% of calls are being answered within 17 seconds. Time includes welcome message and option menu for customers.

**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 2022

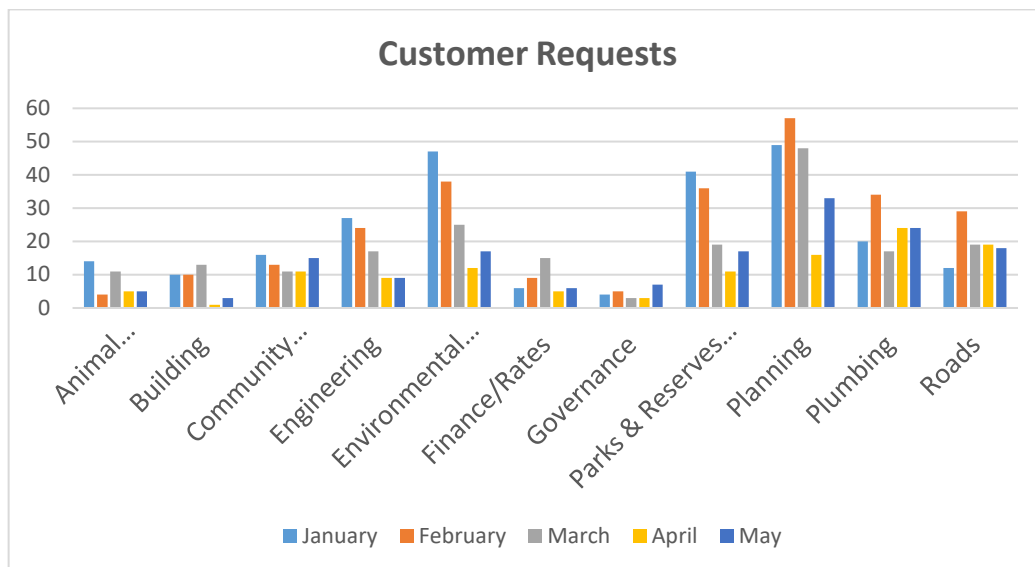


Total presented calls for 2022



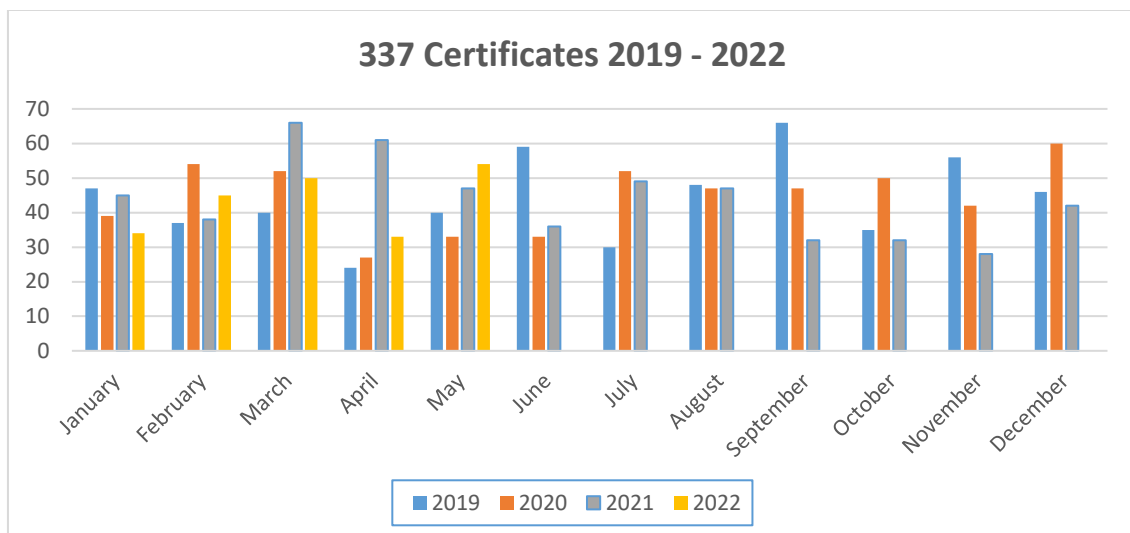
CUSTOMER REQUESTS

CRM's created for the month of May

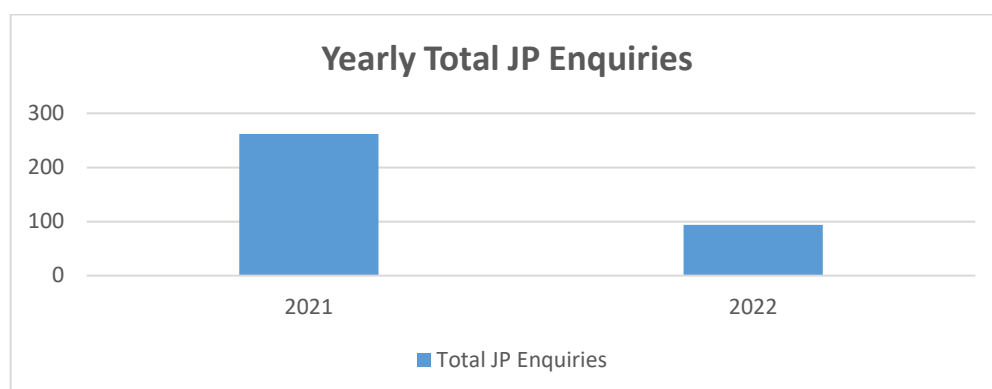
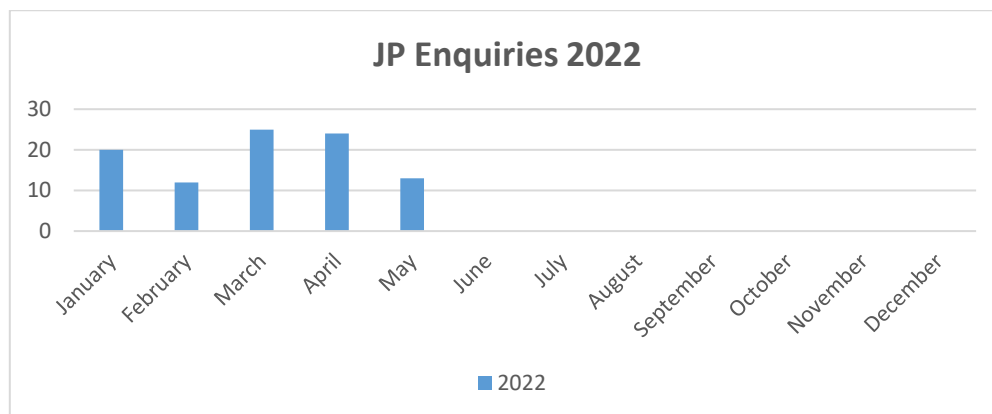


337 Certificates

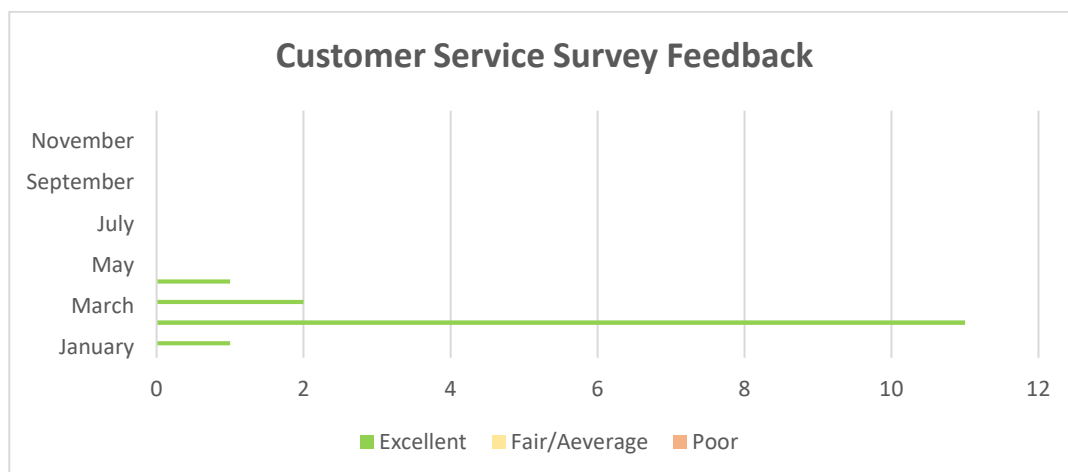
Council processed 54 - 337 Certificates in May 2022, which relate to the sale of properties as detailed in the graph below.



Justice of the Peace enquiries



Customer service survey feedback



We received 1 completed customer service survey for the month of May.

1 customer email was received thanking our Roads Crew for the great work they have done on Bream Creek and Marchwiell Roads.



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 Federal election priorities.
- Brochures – all public brochures currently being updated for printing.
- Community News Newsletter – began drafting July 2022 edition to be mailed out with Rates Notices.

WASTE EDUCATION

- Social media posts ongoing.
- Plastic Free Places – social media posts ongoing, website updated with program information and letters prepared to send to food businesses with registration renewals.

COMMUNITY CONSULTATION

- Seniors Advisory Group Meeting – promoted via Sorell Times and social media.
- Community Conversations – Organised the series of community conversations for 2022. Meetings to be held in Dodges Ferry/Carlton in June, Sorell in July and Primrose Sands in August. Promotions ongoing.

ADVOCACY

- Article re Council's advocacy priorities finalised and posted to our social media accounts and website.

AREA PROMOTION/MARKETING

- Logo South East Sports Complex – Began developing the logo for the stadium and sports complex in collaboration with our graphic designer and Pembroke Park Operations Manager.

SOCIAL MEDIA

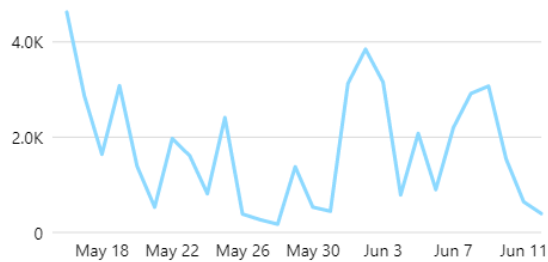
- Facebook and Instagram 16 May – 12 June



Reach

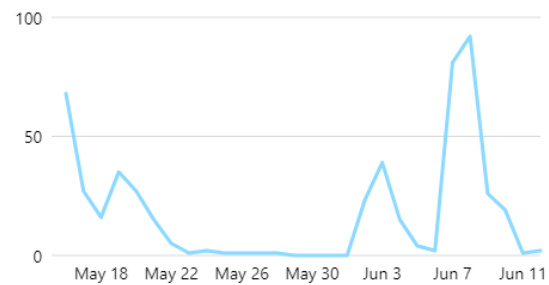
Facebook Page reach ⓘ

16,367 ↓ 0.3%



Instagram reach ⓘ

236 ↓ 39%

**Page and profile visits**

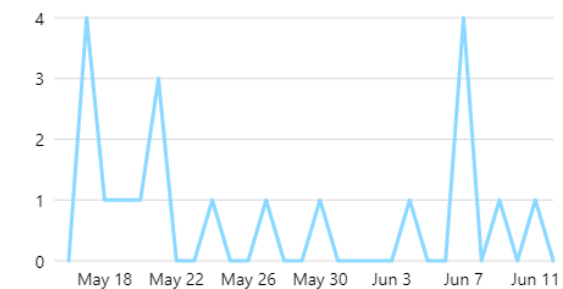
Facebook Page visits ⓘ

1,112 ↓ 7.4%



Instagram profile visits ⓘ

20 ↓ 23.1%

**New likes and follows**

Facebook Page new likes ⓘ

39 ↑ 8.3%



Instagram new followers ⓘ

11 ↓ 8.3%

**MEDIA**

- Mercury Newspaper – Sent a reply to a request for information regarding the stormwater at Blue Lagoon.
- ITV Studios Australia Pty Limited – Provided filming permission for them to film part of their observational documentary on Carlton Beach Road.



- Fremantle Media – Provided filming permission for them to film on the canal walkway and viewing platform at Dunalley as part of the TV series *Restoration Australia*.
- Sorell Times – Received a request re murals on rear of the ZAP building and responded accordingly.

CORPORATE ADMINISTRATION

RIGHT TO INFORMATION

- Two Right to Information Requests were received.

POLICIES UNDER REVIEW

- Environmental Sustainability Policy
- Enforcement Policy
- Property Access Policy
- Code of Tendering
- Sorell Council Bond Policy
- Financial Hardship Assistance Policy
- Rates & Charges Policy
- Rates Resolution
- Motor Vehicle Policy
- Disposal of Council Goods & Equipment
- Investment Policy
- Fees Refund and Remission
- Creation and Review of Council Policies
- Acknowledgement of Traditional Owners Policy
- Audio Recording of Council Meetings
- Related Party Disclosures Policy
- Credit Card Policy

LEASES & LICENCES

- Sorell Football Club Leases negotiations.
- Sorell Tennis Club Renewal.
- Dodges Ferry Horse Riding Club Renewal.

FINANCIAL ASSISTANCE

Individual Achievement Funding

- Carla Willing – Judo
- Lewis Willing - Judo
- Liyng Wong - Swimming
- Lihwa Wong - Swimming



COMMUNITY SERVICES – Hours of Use

Facility	Hours for Month of February 2022	Hours for Month of March 2022	Hours for Month of April 2022	Hours for Month of May 2022
Midway Point Hall	33.5	43	27.5	74
Copping Community Hall	36	21	27	30
Dunalley Hall	25	37	44	34
Sorell Memorial Hall	130.5	168	134.75	212.5
Dodges Ferry Rec Centre	24.5	45	33	73
Pembroke Park - TOTAL	189	230.5	151	200.25
Junior Oval	50.5	66	34	56.75
Senior Oval	71	58.5	43	52
Netball Courts	44.5	64.5	35	62
Soccer Pitch	23	41.5	39	29.5
Dodges Ferry Oval	18	31	29	36.5
PCYC	14	23.5	15.25	30.75

SOUTH EAST STADIUM

- Request for Proposal for gym and fitness operator closed on 20 May. Evaluation committee reviewing proposals.
- Request for Proposal for canteen and bar operator, closed on 27 May. Evaluation committee reviewing proposals.
- Application approved for extended hours of operation and commercial canteen use.
- Stadium visits: Futsal TAS, Netball TAS CEO.
- Confirmed new booking system for the stadium and community facilities. Planning to go live in July. Ongoing set up and data configuration.
- New funding application for improved infrastructure at Pembroke Park.
- Meetings with Southern City BMX Club, Futsal TAS, Rotary Club of Sorell, Sorell Girl Guides, The Y Tasmania.
- Ongoing liaison with Swisher in relation to basketball activities at Pembroke Park.
- Ongoing liaison with Project Engineer and suppliers on various matters in regards to the construction project.
- Ongoing liaison with SENA, SEBA & SEUFC and other future users of the stadium.

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

- Dunalley Hall Committee
- Sorell Football Club Lease arrangements



- Nugent Cricket Club
- Sorell Girl Guides
- Midway Point Neighbourhood House

OTHER DEPARTMENT ACTIVITY

- Various hall and ground booking agreements.
- Cemetery burial and columbarium wall bookings.
- South East Sports Complex users.
- Reviewing Community Liability Insurance.

8.4 FINANCE – SCOTT NICOL, ACTING MANAGER

Financial Management

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

- Finance staff continued work on the 2022/2023 operating and capital budgets.
- Finance staff continued work on the 2022/2023 fees and charges schedule.
- Finance staff completed the Quarter 3 2021/2022 LRCI Phase I and II Program Report and lodged it with the Australian Government Department of Infrastructure, Transport, Cities and Regional Development. The Quarter 3 Report was due for lodgement by 30 April 2022.
- Quarter 3 asset capitalisations were processed in Assetic and then capitalised in the NAV finance system by finance staff. This was completed during May.
- Finance staff completed the South East Region Development Association (SERDA) ad-hoc and monthly financial tasks.

Rates

- At the end of May 97.6% of rates had been paid, compared to 98.2% at the same time last year.
- Supplementary valuations have been received from the Office of the Valuer-General, year-to-date totalling \$91k in general rates, \$31k in waste charges and \$4k in fire levy income.

Audit

- The Tasmanian Audit Office (TAO) completed their audit visit at Council in early May 2022. TAO are returning in June to complete the interim work.



Operational Plan

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

Operational Plan Item	Status
Finance System Upgrade	Testing stage continued, with only a small number of issues remaining. Go Live date moved to 27 June 2022.
Policies & Procedures Review	In progress.
Internal Audit of Finance Policies	In progress.
Long Term Financial Plan (LTFP) Review & Financial Management Strategy	Financial Management Strategy ready for Manager Finance review.
Land Tax Review	In progress. Waiting on review and finalisation by Financial Accountant.
Finance Capital Job Input Review	Completed.
Register of Finance & Rates Procedures	In progress.
Fuel Purchasing System Checks/Control Review	In progress.
Rates Property #1 account	In progress.

Grants & Funding

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

- Financial Assistance Grant funding of \$317,029 received by Council in May for the fourth quarter.
- \$1k was received by Council from the Department of Health and Human Services in relation to immunisations.
- The fourth quarter payment of \$119,720 for the Roads to Recovery Grant was received by Council.



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

Insurance

- All 2022/2023 insurance renewal documentation was submitted by Council to JLT and MAV, renewal documentation is expected to be received mid-June.

Fleet Management

- All six vehicles have been ordered. Two vehicles were received during February and two were received during April. One vehicle was received early June. One vehicle is yet to be received due to delays in manufacturing, this vehicle is expected to be received in either June or July 2022.

Plant and Equipment Disposals

- Nil

Meetings

- Monthly capital works meeting with Finance, Asset Management, Engineering and Depot staff – 10/5/2022.
- Monthly team meeting with the Finance Department – 24/5/2022.
- Monthly catch up with the Rates Team – 18/05/2022.
- Regular meetings with Dialog to discuss the finance system upgrade from NAV to Dynamics 365 Business Central – various dates.
- MAV Insurance Best Practice Forum – 25/5/2022.
- Enterprise Bargaining Negotiation meetings – various dates.

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 31st May and 7th June 2022 be noted.”

11.0 GOVERNANCE

^

12.0 ENGINEERING & REGULATORY SERVICES

^

12.1 STCA COASTAL HAZARD REGIONAL STRATEGY - ADAPTING TO A CHANGING COASTLINE IN TASMANIA

RECOMMENDATION

“That Council resolve to endorse the Southern Tasmanian Councils Authority’s ‘Regional Strategy – Adapting to a changing coastline in Tasmania’ (Attachment 1) and advise the STCA of its resolution.”

Introduction

Southern Tasmania Council Association (“STCA”) was engaged in the preparation of a Regional Coastal Hazard Strategy (“Strategy”) for Southern Tasmania. The report provides general guidelines for the Councils in the region to accommodate climate change into its planning process. The report was prepared in consultation with Councils in the region, experts and using available secondary data.

The Strategy considers local government’s coastal roles and responsibilities; their management of coastal assets, infrastructure, and areas under their jurisdiction; and development and strategic planning purposes. It uses a risk management approach informed by a suite of local government specific coastal hazard management principles.

The STCA has released the Strategy for endorsement by southern councils and for information to northern councils and Tasmanian Government and non-government stakeholders. It has been endorsed by the STCA Board and favourably received across council and stakeholders with requests received for ‘final’ copies. The Cradle Coastal Authority requested to use it to inform their coastal response.



Strategic plan

The Strategy aligns with Objective 2: Responsible Stewardship and a Sustainable Organisation. The Strategy is consistent with Council's Climate Change Adaptation Plan through a strategic framework for management, provides opportunity to communicate about climate change risk and hazard to coastal communities.

The Strategy highlights the Council's commitment towards acknowledging climate change and vulnerability of the coastal regions within the council. The document further provides guidelines for any future action The Council intends to work in protection and management of coastal regions. Moreover, the endorsement will strengthen regional cooperation on climate change as a part of our broader objective of regional partnership.

Annual plan

The proposal will not affect implementation of Council's Annual Plan 2022/2023.

Environmental implications

This report explicitly addresses climate impacts and hazards associated within the Sorell Council's coastal and riverine ecosystem.

Asset management implications

All Coastal assets owned and managed by the Council are covered by the Strategy.

Risk management implications

The Strategy includes a principle on Legal Risk and Adaptation. It identifies that *'as coastal decision-makers, councils need to identify functions and decisions that may give rise to legal risk around climate change adaptation and identify how to manage these legal risks.'* *'They can be managed by early decision-making and action, based on the best science and consideration of all issues, including both legal and factual/scientific uncertainty.'*

- a. It considers that legal risk can arise from:
 - i. Strategic planning
 - ii. Public release of hazard risk information
 - iii. Failure to release hazard risk information
 - iv. Approval of new development
 - v. Construction and maintenance of protective infrastructure
 - vi. Approval of private coastal protection works.



- b. It further identifies that there is also a risk of public-law litigation brought by citizens challenging the decisions of government officials. These may involve appeals to planning tribunals that consider the merits of the original decision and either uphold, vary or replace the decision.
- c. The Strategy is designed, if applied, to mitigate the exposure of local government to potential liability for its 'coastal' decision making. It clearly articulates role and responsibilities for local government and suggests a transparent and risk based approach.
- d. The Strategy also aligns to the Tasmanian Governments approach which has adopted the following principles to:
 - i. communicate its approach and responsibilities to the management of coastal land; and
 - ii. underpin its land-use planning and decision-making in coastal risk areas:

Community implications

The Strategy has been prepared with inputs from broader stakeholders such as Tasmanian Government, Port Arthur Historic Site, all Southern Tasmanian Councils and Local Government Council Association of Tasmania. However, it doesn't incorporate local communities and their direct inputs during report preparation.

Report:

The STCA recognises the challenges to local government in responding to climate change risks and the need for clear guidance and coordination on a consistent approach to support their management.

Increasingly communities expect local government to take a 'climate' lead in providing solutions and taking action. They are also seeking to transfer risk or share risk, associated with climate impacts/accelerated natural hazards as can be seen by recent bushfires, floods and coastal erosion events across Australia. In response the STCA's climate program has led in the development of harmonised climate responses to support councils and build their capacity to respond. This includes the development of the Strategy to manage coastal risk and support local government responses.

Southern Tasmania has 3263 km's, or more than 40%, of the States coastline. It is highly variable and includes numerous offshore islands, along with embayment, estuaries, open back shorelines, rocky coastlines and coastal cliffs that are exposed to climate risk and hazard.



The southern coastline land tenures range from private through to public with the majority being with the Crown. There is a high concentration of settlement as well as large numbers of places of cultural heritage significance. It provides significant habitat for native fauna and flora, including 4 RAMSAR listed wetlands, 27 wetlands listed on the Directory of Important Wetlands. There are over 120 community groups caring for its, coastal areas and cultural heritage.

Coastal hazards, including inundation and erosion, resulting from natural processes can cause considerable damage to communities, industries and infrastructure. These are being magnified by climate change and sea level rise, presenting significant risk to southern Tasmanian communities and economies, and have the potential to increase local government exposure to litigation if they are not appropriately managed.

The STCA has long identified the need for the development of a coastal strategy to support councils to develop responses aligned to their corporate functions, service delivery and municipal boundaries to support thriving and resilient communities.

The Strategy is built around the principles of:

- i. Public safety
- ii. Private property
- iii. Local government
- iv. Legal risk and adaptation
- v. Coastal management and planning and
- vi. Coastal Values

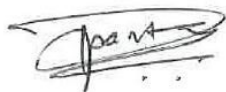
The Strategy's core coastal principles facilitate transparency and consistency specific to the key roles and responsibilities of Tasmanian councils. However, importantly it is not prescriptive, enabling flexibility for councils to develop local responses particular to their circumstance and resources.

If adopted, Council can apply the principles to its coastal and riverine catchments. The principles can inform the development of its responses to managing coastal impacts and engage with its local coastal communities to assist them in understanding local impacts and identify key responses.

Conclusion

That Council, endorse the Southern Tasmanian Councils Authority's 'Regional Strategy – Adapting to a changing coastline in Tasmania' (Attachment 1) and advise the STCA of its resolution.





Dibas Panta

NRM Facilitator

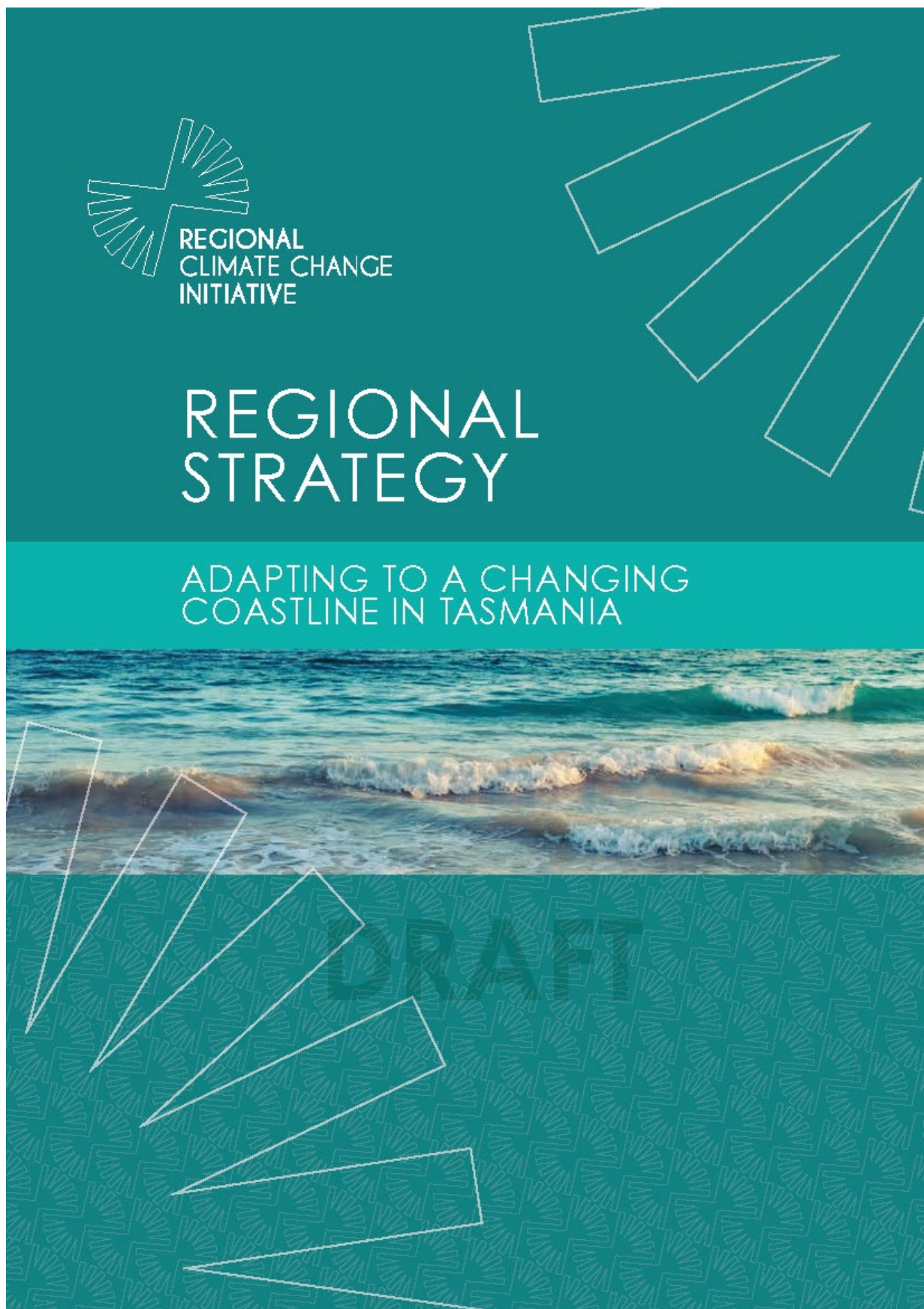
Date: 6 June 2022

Attachment 1:

Regional Strategy - Adapting to a Changing Coastline in
Tasmania 2022



AGENDA
ORDINARY COUNCIL MEETING
21 JUNE 2022



STCA CHAIR FOREWORD

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ACKNOWLEDGMENT OF COUNTRY

In recognition of the deep history and culture of the southern Tasmanian councils, we acknowledge the Tasmanian Aboriginal people as the Traditional Custodians of this land. We acknowledge the determination and resilience of the Palawa people of Tasmania who have survived invasion and dispossession and continue to maintain their identity, culture and rights.

We recognise that we have much to learn from Aboriginal people today, who represent the world's oldest continuing culture. We pay our sincere respects to Elders past and present and to all Aboriginal people living in and around southern Tasmania.



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1.0 INTRODUCTION

This 'Regional Strategy for Adapting to a Changing Coastline in Tasmania' will help councils to employ a strategic approach to existing or potential hazards on the coastline that threaten harm to public and natural assets, infrastructure, people or property.

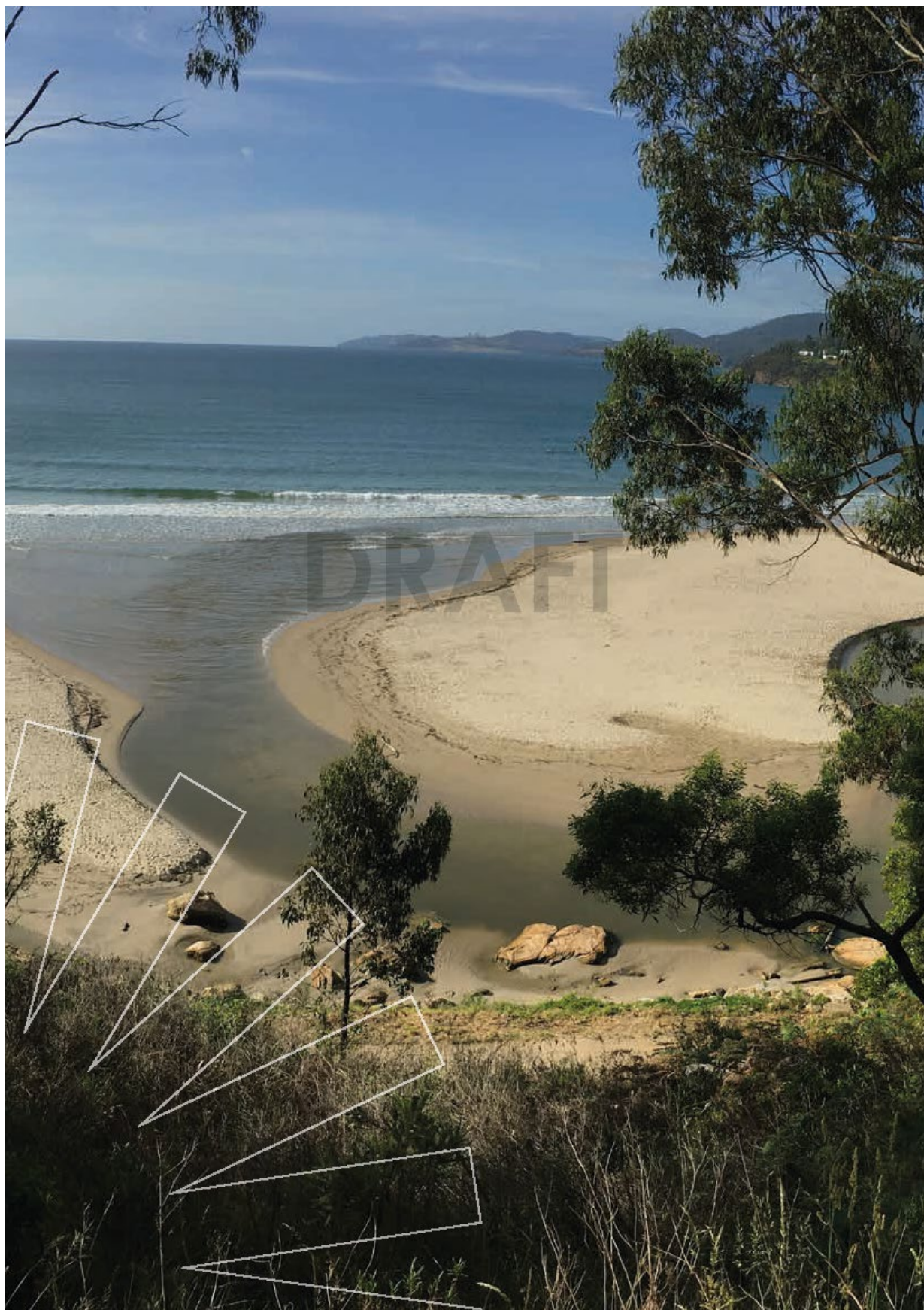


Coastal hazards such as inundation and erosion occur as the result of natural coastal processes. These hazards are magnified by a warming climate and rising sea levels.

This Strategy was developed by a collaboration between specialist coastal consultants¹ and the Southern Tasmanian Councils Authority's (STCA) climate program, with members representing ten coastal councils in southern Tasmania. The Tasmanian Government (Renewables, Climate and Future Industries Tasmania and Natural Resources and Environment Tasmania), the Local Government Association of Tasmania and the Port Arthur Historic Site Management Authority were consulted in development and provided support and feedback input for consideration by the committee.

A central feature of the Strategy is that a risk management approach is recommended for helping communities adapt to a changing coastline, as this is best practice in coastal management. To apply the risk management framework to development and use in the coastal zone on public and private land and to guide the decisions that are made, coastal issues should be viewed through the lens of a suite of Principles that are outlined in this Strategy document. These Principles are also a central feature of the Strategy.

¹ Impact Solutions International and BMT Commercial Australia P/L



1.1 COASTAL PROCESSES

The diagram below presents a hypothetical coastline indicating most common features subject to coastal hazards. More urbanised Councils share many of these coastal features which are numbered and described in the key below.

Figure 1. Represented here are some of the coastal issues that may arise.

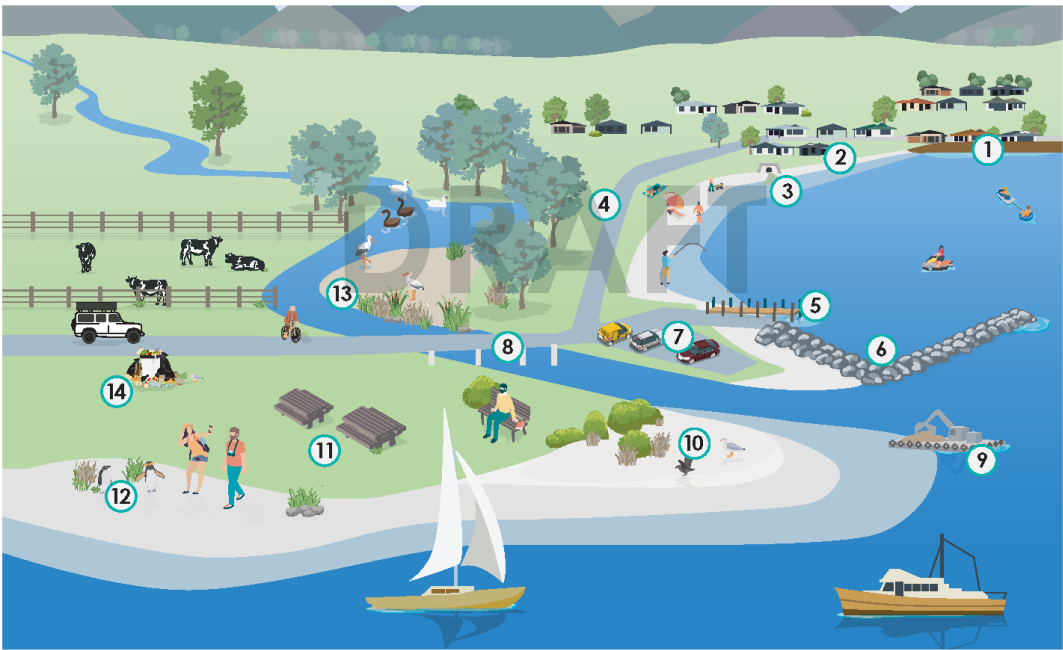


Table 1 Key to Figure 1	
1. Dwellings and other structures on erodible cliffs	8. Bridges and river/estuary crossings
2. Dwellings and other structures vulnerable to beach erosion and inundation	9. Managing sand movement and accumulation with dredging
3. Stormwater outlets and other linear infrastructure	10. Erodible soft sediment spits and habitat
4. Roads vulnerable to inundation, erosion and saltwater intrusion	11. Public facilities such as picnic grounds and BBQs
5. Jetties and other public and private structures. Historical features and infrastructure	12. Foreshore and dune flora and fauna
6. Engineered hard structures including breakwaters and sea walls	13. River sediments and wetlands vulnerable to erosion
7. Public infrastructure including boat ramps, car parks	14. Litter and other illegal waste dumping

1.2 RISK MANAGEMENT

Risk management essentially involves a repeating cycle of identifying risks, hazards and vulnerabilities, identifying then evaluating solutions, preparing action plans, implementing actions and monitoring results. Outcomes from the risk management process described in this Strategy can be incorporated into existing council corporate risk registers.

Tasmanian Case Study



Example of assessing risk

Raspins Beach forms the western shore of Prosser Bay immediately north of Orford on Tasmania's east coast. The entire beach is a low-lying sandy shore. Due to erosion in the last 3 to 4 decades, the beach has receded over 100 metres, and at the northern end is now within 50m of the Tasman Highway. A camping ground and much open coastal forest has been lost.

The highway floods when king tides, low pressure systems and strong easterly swells, winds and rain combine. This essential transport corridor will continue to increase in vulnerability through 21st century and beyond. Agencies with an interest in this area include Department of State Growth, NRET, Parks and Wildlife Service and Glamorgan Spring Bay Council.

HIGHWAY



High band (Red)	area vulnerable to sea-level rise by 2050 from the mean high tide, rounded up to the nearest 100 mm.
Medium band (Orange)	area vulnerable to a 1% AEP storm event in 2050 rounded up to the nearest 100mm plus 300 mm added for freeboard.
Low band (Yellow)	area vulnerable to a 1% AEP storm event in 2100 rounded up to the nearest 100mm plus 300 mm added for freeboard.
AEP = Annual Exceedence Probability	

A risk management approach to helping communities adapt to changes such as a warming climate and sea level rise on the coastline and more generally, in the coastal zone, requires understanding the vulnerability of an area, asset or activity, and identifying where any actions should be focused. The assessment of risk can lead to identifying and implementing measures that help communities adapt to changes.

A risk assessment leads to many optional solutions for responding to risks. With stakeholder and community involvement, these options are assessed and can be used to develop local coastal hazard plans. These local coastal hazard plans outline what actions will be implemented – for example, re-vegetating dunes, replacing sand on beaches, or more cost intensive hard engineering solutions such as sea walls and groynes. Retreat and relocation are also options. Note that in some cases a deliberate action will be to take no action.

Various tools and approaches are used to help select options appropriate for the risk tolerance of Council, stakeholders and community. The 'CoastAdapt'² on line decision making tool is the recommended strategy to use at this point. This comprehensive tool was commissioned by the Australian government to support coastal managers to adapt to rising sea levels

and a warming climate. Cost benefit analysis and multi criteria analysis are another two examples of tools that can be used to help make necessary decisions. Other decision making tools have been identified and are described in more detail in CoastAdapt.

The output from these approaches is used to develop coastal hazard plans. The plans should identify clear objectives, actions, responsibilities and performance indicators.

In the "Take Action" phase of the risk management cycle, a critical aspect is attracting funding or finance for actions.

The "Monitor and evaluate" phase helps identify actions that have achieved the desired objectives, and those that have not. This allows new information to be applied and planning processes to be revised if needed.

Each step of the process needs governance, resources, and engagement that supports the process within and outside the organisation. The risk management cycle can be followed again and again as many times as needed to continually improve plans if desired.

A detailed description of how to apply risk management to help communities adapt to changes on the coastline is provided in Section 3.

² National Climate Change Adaptation Research Facility (NCCARF) CoastAdapt online decision support framework www.coastadapt.com.au
There are 10 information manuals covering the scientific and technical information of the many disciplines involved in coastal adaptation.





2.0 PRINCIPLES

The ten coastal councils in southern Tasmania and specialist coastal consultants developed the Principles collaboratively.

The Principles reflect the knowledge and expertise of local government policy makers and resource managers with direct experience in developing or applying knowledge about adapting to climate change impacts on the coastline".

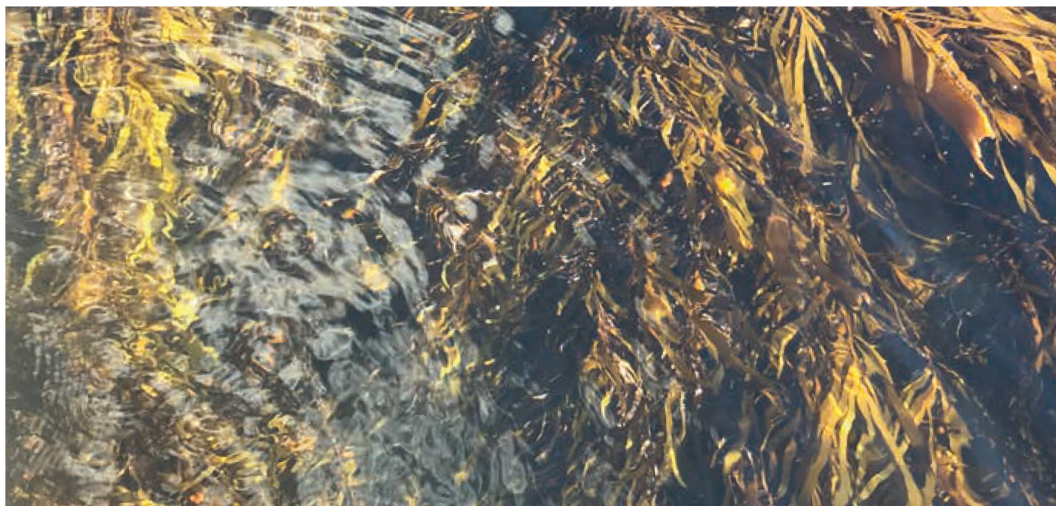
The committee and working group (the Regional Climate Change Initiative group of the Southern Tasmanian Councils Authority) was informed by the principles employed by the State Government which manages Crown land in the coastal zone.

Section 2 outlines each Principle, gives an example of how each Principle might be applied, and provides some context for why each is relevant to managing a changing coastline.

Tasmanian Government Principles

The Department of Natural Resources and Environment Tasmania Principles for Managing Coastal Hazards (<https://nre.tas.gov.au/about-the-department/managing-coastal-hazards>) which currently include the following principles, among others:

- The Crown does not have, nor does it accept, specific future obligations to repair or reduce the impacts of natural coastal hazards on private property; and
- The Crown does not accept obligations to repair or reduce the impacts of natural coastal hazards on any non-Government owned or managed assets sited on public land.





2.1 PUBLIC SAFETY

- 1 (a) Human safety is paramount. Areas of unacceptable risk should be identified and exposure to risk minimised or if risk is unavoidable, identify retreat pathways.
- 1 (b) The community will be provided with up-to-date climate change and coastal hazards information to inform decision making and to provide opportunities to participate in response planning.

To apply Principles 1(a) and 1(b) In making practical decisions, councils can ask and answer the following questions:

Is this area identified as medium to high hazard on the LISTmap, the Tasmanian Government's Land Information System Tasmania website?

Are there facilities or structures in this area which are used by the public? Are they safe and maintained?

What actions can be taken to alert the public to risk, reduce risk, and if necessary discourage, limit or prohibit access?

Are coastal risks and hazards across the municipality identified, quantified, mapped and monitored?

Have private property owners been informed of the hazards identified for their land and assets?

If the answers are yes, then the Principle has been applied. If the answer is No, then more work should be done in this area.



Context for this Principle

Ensuring the safety of people must be the primary concern in managing coastal hazards. Coastal land managers must warn and protect people from a range of hazards, including dangerous water conditions (large swells and rough seas, currents and undertows, pollution), unstable landforms (such as cliff edges), and inundation. Community education through signs, excluding access, and siting and design of access and public and private infrastructure must all be considered on a case-by-case basis.

2.2 PRIVATE PROPERTY



- 2.2 (a) Private property owners occupy coastal areas at their own risk.
- 2.2 (b) Property owners are responsible for managing risks to their property from coastal hazards in accordance with relevant policies and regulations and based on expert coastal advice.
- 2.2 (c) Where private coastal protection works are undertaken by property owners, beneficiaries should pay.

To apply Principles 2.2 (a), 2.2 (b) and 2.2 (c) as part of making practical decisions about managing coastal risks, councils can ask and answer the following questions:

Have property owners been informed of their responsibility for the risk they face?

Have property owners been informed that Council and the Crown accept no obligation to fund the repair of damage from erosion, inundation or extreme climate events?

Have private landowners been made aware of Council's policies applying to their property and any relevant knowledge supporting these policies?

If the answers are yes, then the Principle has been applied. If the answer is No, then more work should be done in this area.

Context for this Principle

Coastal hazards are a financial issue to manage. For example, insurance is an increasingly large budget item, and climate risks are increasing the costs of insurance. Addressing coastal hazards on public land adds a resourcing demand to the organisation.

Private sector financing will be required to address the challenges of climate change.

2.3 LOCAL GOVERNMENT

- 2.3 (a) Councils should actively monitor coastal risks and hazards within their municipal areas.
- 2.3 (b) Councils are responsible for the management and cost of coastal hazard impacts on their own assets and services.
- 2.3 (c) Councils are not responsible for the cost of coastal hazard impacts on private property, or on private assets located on public land.
- 2.3 (d) Access to public coastal land will not be available to private property owners for coastal protection works, except where significant public benefit is demonstrated.

To apply Principles 2.3 (a), 2.3 (b), 2.3 (c) and 2.3(d) when making practical decisions, councils can ask and answer the following questions:

Have property owners been informed that access to public coastal land will not be available to private property owners for coastal protection works, except where significant public benefit is demonstrated?

Does council have an inventory of their coastal hazards and risks?

Does council have an estimate of potential costs from the impact of hazards on council owned assets and services?

If the answers are yes, then the Principle has been applied. If the answer is No, then more work should be done in this area.

Context for this Principle

Where coastlines are already experiencing erosion, pressure from landowners and the community to create hard engineered defences can be intense. Experience from around the world suggests that the high costs of such action are rarely justified, and the defences are rarely successful in the long term. Also, these structures can result in the loss of beaches which impacts the values of the broader community. Protecting high value urban, city and commercially important foreshores can be an exception. Ecosystem based responses involve the management of ecosystems and their services to reduce the vulnerability of human communities to the impacts of climate change. These responses provide lower cost natural solutions by increasing coastal resilience to erosion, and they can buy time to look at the range of longer-term options including retreat. Soft solutions are those which do not cause any long-lasting effects and which can easily be removed or changed. Sand bagging provides a temporary solution and can be removed or shifted. These soft engineered solutions should be considered first.

The challenge of hard engineered solutions.

Stakeholders who live or work on the coastal fringes such as beachfronts or estuarine foreshores often put pressure on Councils or the Crown to take hard engineered structural approaches such as sea walls or levees to address erosion and inundation problems. Apart from these being costly to design and construct, many hard-engineered solutions result in consequences to other stakeholders. Examples include transferring the risk to other places or stakeholders which can occur if one home or a small area is protected, or the loss of beach which often follows construction of a sea wall. Importing sand by pumping or trucking, for example, creates very high ongoing maintenance costs. It is important to understand these unintended consequences before progressing to such options.

2.4 LEGAL RISK AND ADAPTATION



2.4 (a) Coastal legal risks can be identified, managed and reduced but can't be avoided.

2.4 (b) Well developed policy and action now will minimise the risk of legal challenges and liability in the future.

To apply Principles 2.4 (a) and 2.4 (b) as part of making practical decisions about managing coastal risks, councils can ask and answer the following questions:

Does council have a coastal asset register?

Does council understand the legal risks presented by sea level rise?

Does council have policies and plans in place that address coastal legal risks?

If the answers are yes, then the Principle has been applied. If the answer is No, then more work should be done in this area.

Context for this Principle

As coastal decision-makers, councils and other planning authorities need to identify functions and decisions that may give rise to legal risk around climate change adaptation and identify how to manage these legal risks. Information Manual 6 prepared by CoastAdapt specifically introduces the coastal legal risk issues and this is the recommended resource for assessing legal risk. This Section provides a very brief summary of the Manual.

Risk of legal challenge – decisions with climate change implications.

They can be managed by early decision-making and action, based on the best science and consideration of all issues, including both legal and factual/scientific uncertainty.

Legal risk can arise from:

- Strategic planning
- Public release of hazard risk information
- Failure to release hazard risk information
- Approval of new development
- Construction and maintenance of protective infrastructure
- Approval of private coastal protection works.

There is a risk of public-law litigation brought by citizens challenging the decisions of government officials. These may involve appeals to planning tribunals that consider the merits of the original decision and either uphold, vary or replace the decision. Where merit appeals are not available, limited rights of judicial review may enable

citizens to challenge the decision-making process or the criteria applied. If successful, these challenges result in the decision being sent back to the original decision-maker for re-determination; they do not directly result in a decision being overturned or changed.

The other risk of litigation is based on private law rights, under the law of negligence and nuisance. Such actions may be brought where a decision or careless action or inaction results in loss. These cases are brought by the individuals who have suffered loss such as property damage and/or reduced property values. This loss (and the right to sue) sometimes occurs many years – even decades – after the decision. If the council or other authority is found to owe them a duty of care, and to have breached that duty, the outcome of such actions is a liability to compensate for the loss caused.

To minimise climate legal risk, international and Australian experience suggests that early and proactive decision-making based on the best available science is important. The CoastAdapt Information Manual 6 'Legal Risk and Adaptation' is a very useful resource as it describes seven probable scenarios and the factors that a council must consider for managing risk in each situation.

The CoastAdapt coastal climate risk management tool is recommended to support coastal managers with making decisions about adapting to coastal hazards. An example from CoastAdapt is provided over page to show how the tool can be used to support practitioners to make decisions in this space.



Practical Scenario⁴

Provision of protective seawall

What is the action/decision to be made? A group of coastal landholders has asked Council to construct a seawall to protect their properties.

Background

The state government has released hazard mapping indicating areas likely to be inundated under sea-level rise. A group of concerned citizens has approached Council, as their properties are zoned as having a sea-level rise risk. They have requested that Council construct a seawall to protect their properties.

What is the decision-maker's power/authority?

The Fictional Government Act provides that the local government has the power to do anything that is necessary or convenient for the good rule and local government of its local government area.

Is there factual certainty?

Council seeks advice from its in-house engineer, who confirms that the properties are likely to be affected by sea-level rise. The engineer also advises Council that a seawall may protect those properties but may also exacerbate erosion for properties located further along the coast. It is also in an area of high wave energy, and the seawall will therefore need expensive ongoing maintenance.

Is there legal certainty?

Council seeks advice from its in-house lawyer, who advises that Council does not have an obligation to construct a seawall. However, it will have an ongoing obligation to maintain a seawall if one is constructed. The lawyer also advises that Council may be the subject of legal proceedings in negligence or nuisance from the neighbouring landholders if erosion is exacerbated and damages their properties.

Outcome

Council declines to construct a seawall. Council advises the property owners that they may apply for development approval to construct the seawall at their own cost, but that they will need to prove that the seawall will not impact on neighbouring landholders. The property owners will also be subject to ongoing management obligations. Council also decides to adopt a strategy for future seawall development and include it in its plan.

CoastAdapt Information Manual 6 'Legal Risk and Adaptation' describes 6 other probable scenarios:

Scenario 1: Should a council undertaking strategic planning review include newly released state hazard information?

Scenario 2: Assessing a development application for a large mixed-use coastal development

Scenario 3: Assessing a development application for 100 residential lots

Scenario 4: Council provision of infrastructure – upgrade of stormwater

Scenario 5: Provision of infrastructure – stormwater upgrade and community concerns

Scenario 7: Development approval for protective infrastructure (community-built seawall).

Councils can use these Scenarios and the Coast Adapt Information Manual 6 as an entry into the necessary process of understanding their coastal legal risk.

See: https://coastadapt.com.au/sites/default/files/information-manual/IM06_Legal_Risk.pdf

⁴ Bell-James, K, Baker-Jones, M., Barton E. 2017: Legal risk. A guide to legal decision making in the face of climate change for coastal decision makers. CoastAdapt Information Manual 6, 2nd edn, National Climate Change Adaptation Research Facility.



Graham Howard at Kingston Beach (2012)

Coastal Hazards Management 1960's Style

In November 1960 Graham Howard was only 24 years old and the recently appointed engineer for Kingborough Council.

A massive storm hit the area in November and Graham estimates that in excess of 30,000 cubic metres of sand was lost from Kingston Beach in one event. Huge waves had washed across the road and into the properties on the other side. When he stood on the shore afterwards there was a vertical drop of over 3 metres where the beach used to be. It was obvious that urgent action was required.

Graham knew nothing about seawalls so undertook research at the library and had multiple phone calls to contacts in Europe.

A loan of 16,000 pounds was negotiated with Treasury with the asset life of a seawall estimated to be 25 years.

- The wall is 800 metres long and runs the whole length of the beach;
- It is 2.8 metres high along its entire length with the top 1.8 metres being a curved construction;
- It is only 15 centimetres thick and made of high density concrete with steel reinforcing;
- It took 4 months to complete.

The wall continues to protect Kingston Beach and facilitate minimisation of localised erosion. It is an example of innovative coastal hazard management for its time.

2.5 COASTAL MANAGEMENT AND PLANNING

2.5 (a) Coastal hazard planning is enhanced where there is consultation between relevant levels of government, the private sector, community and other key stakeholders.

2.5 (b) Planning provisions (such as Local Provisions Schedule; Specific Area Plans) can be used so coastal hazard management plans are prepared in coastal areas identified as risky or hazardous.

2.5 (c) A pathway of adaptive responses to coastal hazards, informed by up-to date climate science should be adopted and intervention by humans in natural processes should be minimised.

2.5 (d) Public access and community services should be maintained wherever possible where consistent with the Principles of public safety, risk and financial considerations.

2.5 (e) When Councils make decisions based on the projected asset life of infrastructure, they must factor the risks of coastal sea level rise hazards in the calculation of asset life.

2.5 (f) Intensification of use or development should be avoided in public coastal hazard areas managed by Councils unless significant public benefit is demonstrated.

To apply Principles 2.5 (a) to 2.5 (f) as part of making practical decisions about managing coastal risks, councils can ask and answer the following questions:

Has Council identified coastal areas already subject to hazard and areas likely to become hazardous under climate change projections over this century?

Are provisions available so council planners can assess development applications that relate to intensification of use or development in coastal hazard areas in a manner consistent with the Principle?

Are Council planners and managers aware of these areas to include relevant issues in their decision making?

Is there a process in place to add to this knowledge as new data emerges?

Have vulnerable Council infrastructure assets been identified (present and future), and has a strategy to replace protect, or relocate them been developed based on the life of the asset, risk scenarios both present and anticipated, and identification of alternative locations?

Have local hazard management plans been developed for identified coastal areas?

Were relevant stakeholders consulted as part of developing these management plans?

Have owners of land in hazardous coastal areas been informed of Council policies towards rebuilding, extending, modernising, existing dwellings or building new dwellings?

Have real estate agents, property valuers, financial institutions and insurance companies been made aware of these policies, and is there a mechanism to inform prospective buyers?

If the answers are yes, then the Principle has been applied. If the answer is No, then more work should be done in this area.



Sandbags now protect 65 metres of coastline at Coningham Beach in Kingborough Council.

Context for this Principle

Good coastal zone planning can help avoid new development in hazardous areas and identify where development or infrastructure is appropriate. Innovative design and construction methods can be used to help accommodate changed conditions.

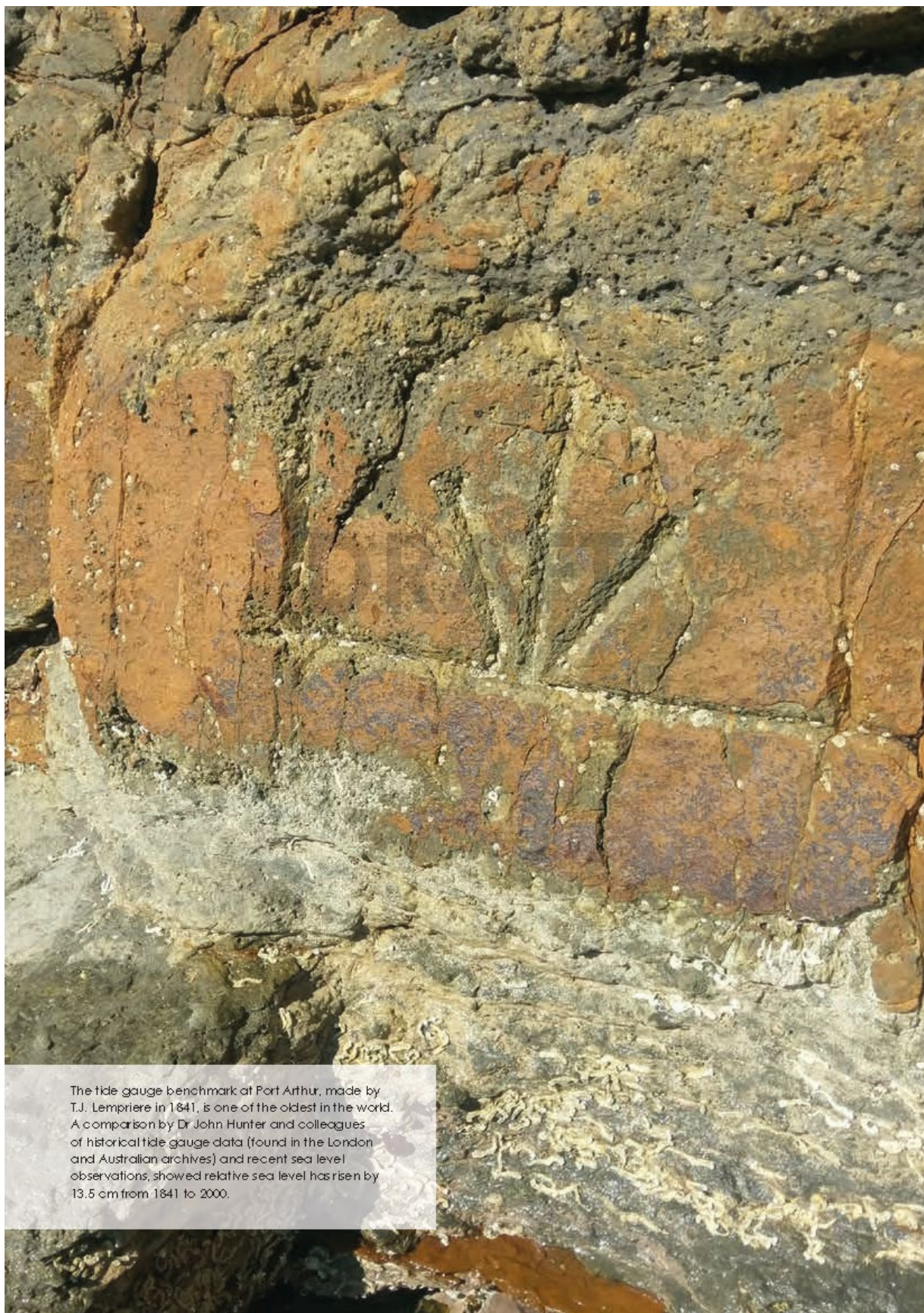
Case Study



Supporting council climate cooperation and collaboration

The Southern Tasmanian Councils Authority's climate program is delivered through its Regional Climate Change Initiative. Established in 2010, RCCI supports and coordinates climate change action across the following areas:

- **council leadership:** as the tier of government closest to communities, lead and share knowledge across Tasmanian councils and communities to: build capacity, avoid duplication and advocate to State and Federal Government, research sector and peak organisations
- **corporate (council) emissions reduction:** reducing energy use and emissions which councils are responsible across their buildings, fleet and services
- **community emissions reduction:** supporting programs to influence households, businesses and community groups to reduce emissions and energy use and realise cost savings
- **corporate (council) adaptation:** increase the capacity of councils to protect and future proof their assets and services against intensified natural hazards; reduce exposure to potential liability in decisions making; and minimise financial risks from the transition to a low carbon economy and increased natural disasters.
- **community (municipal / regional) adaptation:** assist and facilitate community building resilience and adaptive capacity by providing information on local climate change risks to enable informed decision making and risk assessment



2.6 COASTAL VALUES

- 2.6 (a) The importance of ecological, cultural, and Aboriginal heritage values will be recognised for their contribution to human well-being when responding to coastal hazards.
- 2.6 (b) Coastal hazards management will consider the impact of any action or inaction on known ecological and heritage values.
- 2.6 (c) Understanding climate change impacts to Aboriginal sites and landscapes will require input from Aboriginal Heritage Tasmania to gain access to data that may not be publicly available and to ensure a culturally appropriate response.

To apply Principles 2.6 (a), 2.6 (b), and 2.6 (c) as part of making practical decisions about managing coastal risks, councils can ask and answer the following questions:

Have significant values been identified using all state government, online, and local resources?

Has advice been sought from appropriate agencies and communities?

If the answers are yes, then the Principle has been applied. If the answer is No, then more work should be done in this area.

Context for this Principle

People of Tasmania cherish coastal environments for complex and dynamic values. They are home to rare, and threatened ecosystems; tangible and evocative connections to the indigenous use and custodianship of the land and sea; and the later layers of historic heritage places.

While some coastal ecosystems can naturally retreat if suitable land is available, the majority of these values are uniquely tied to coastal place and many climate change adaptation approaches cannot be applied to them: they cannot be replaced, they cannot be moved, and they cannot be elevated. This creates particular challenges for management, because the range of options is limited and likely to require location specific responses rather than generalised solutions.

Expertise in managing these values, and the places and landscapes to which they are attached, exists across Tasmania. Advice can be sought from a range of Government Agencies, including Department of Natural Resources and Environment (which includes Aboriginal Heritage Tasmania and Heritage Tasmania), and Government Business Enterprises such as the Port Arthur Historic Site Management Authority.

Information on the heritage and ecological values of an area is mapped on various overlays available on LISTmap.



3.0 RISK MANAGEMENT PROCESS

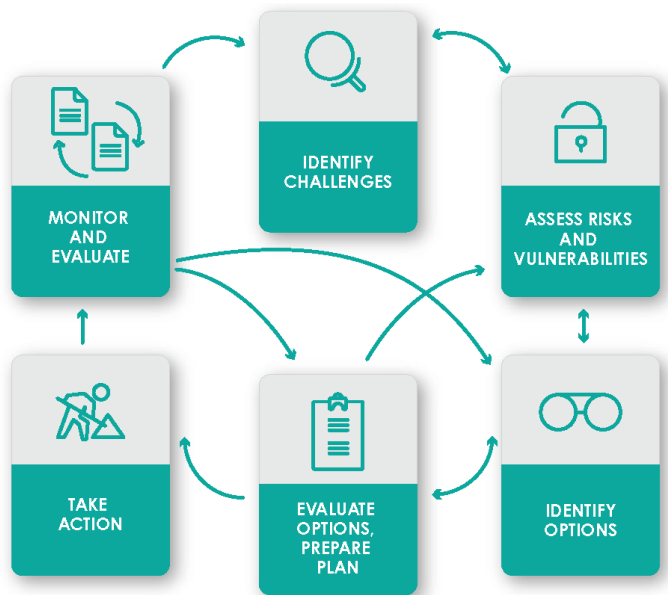
Current global leading practice in climate change adaptation recommends taking a risk-based approach. Understanding and managing risk are key elements incorporated in the principles for adaptation. Risk based approaches to adaptation include understanding the vulnerability of an area, asset or activity, and delves further into understanding why this vulnerability matters and where any actions should be focussed.

The following six-step iterative framework can be followed to help understand and manage coastal hazards. An important consideration of adaptation is that the framework can be completed in ways that meet the purpose of each Council. Those that are starting their adaptation journey are able to scan

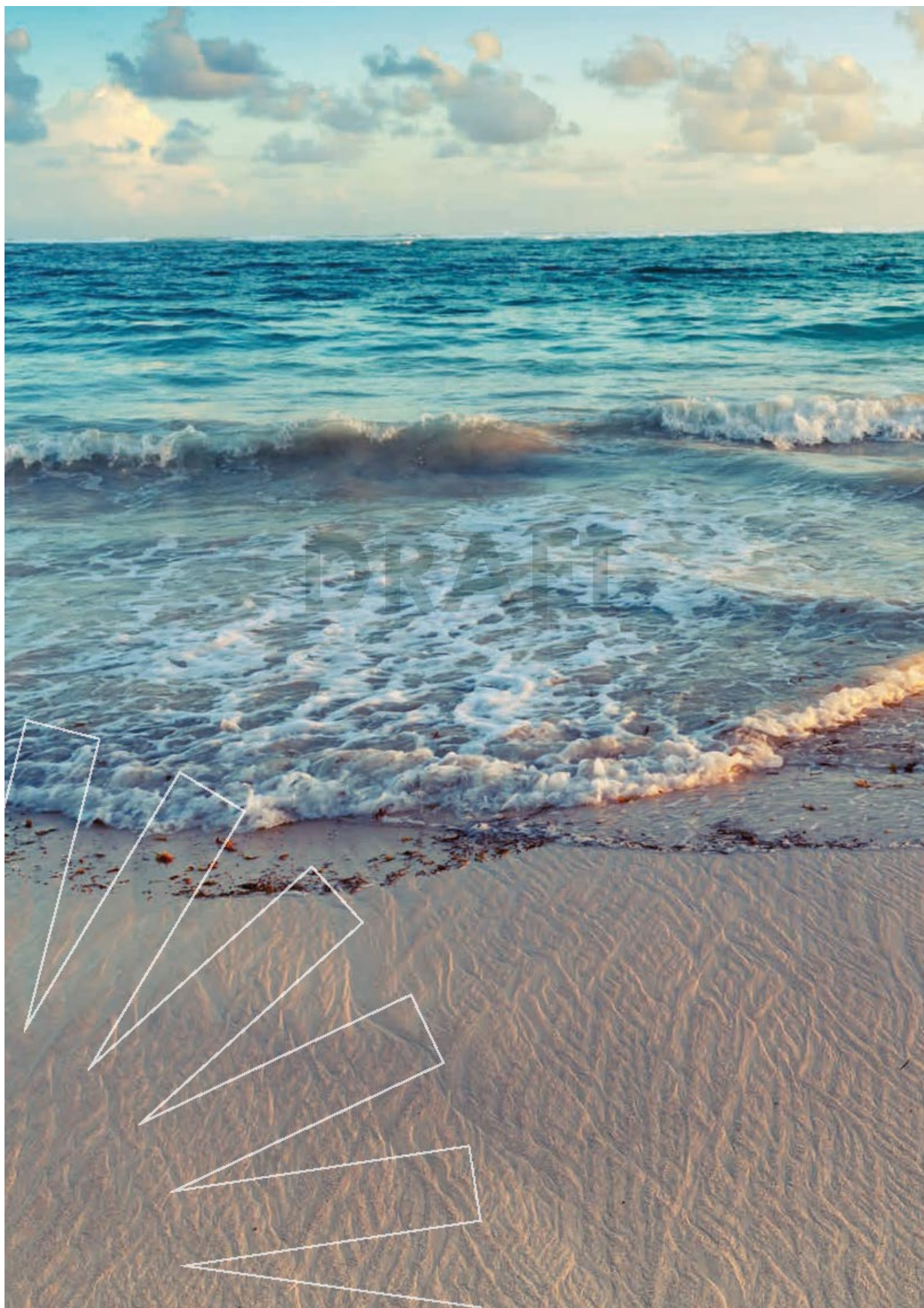
through the process fairly rapidly, getting an idea of the scale of the challenge, and the level of detail and investment that is required to address the issue they face. Others may have a better overview of the issue in their area or have greater exposure and may wish to follow the process in more detail from the outset. Additional support for undertaking risk management can be found in the online tool 'CoastAdapt' – the section titled Risk Assessment.

The risk management framework recommended in this Strategy is one that is consistent with the international risk standard. It is presented in the figure below:

Figure 2. Risk management framework, consistent with ISO31000 (Palutikof, Rissik, Webb et al. 2019)



5 CoastAdapt National Climate Change Adaptation Research Facility www.coastadapt.com.au



3.1 IDENTIFY CHALLENGES

This is a critical step in adaptation planning. By getting the framing right for the challenge, Councils will set themselves up for success in the short and medium term. The iterative nature of the risk framework enables this to be revisited regularly in response to new knowledge, as coastal risks change, or as the needs of stakeholders change.

This initial step is focused on developing a clear understanding of what Council is trying to achieve, and clearly defining the area and scale that will be the focus of adaptation.

Once defining the scale and extent of the plan, it is important to establish a vision and goals for the adaptation challenge. At this early stage this supports engagement with stakeholders and demonstrates leadership from Council.

A component of this first stage is to get appreciation of the magnitude of the challenge being faced. This can be done by undertaking a first pass risk screening. Risk screening can be done following a desk-top approach and does not require a detailed understanding of climate effects on the area. Use expert opinion, simple maps, figures and climate change projections to determine whether you have a climate challenge to address (a first-pass risk screening). Guidance can be obtained from the links to on-line resources provided in Section 5 of this Strategy.

By understanding where risks may be present and what may be affected, you are able to fine tune and prioritise the approach for the next steps in the risk assessment. This includes understanding what detailed information may be required and also which internal and external stakeholders should be involved.

Establishing governance and organisation structures that ensure Council is able to achieve its goals is also important at this early stage. Resourcing the process properly and ensuring that the process is supported throughout the organisation means that staff involved will be empowered to act appropriately and effectively across the organisation and that relevant sections are involved.

Undertake internal and external engagement to ensure that you have strong support within and outside of your organisations. It is important to set up processes that enable engagement to be continual throughout the process.

At this stage of the risk management process it may be necessary to establish an internal business case to ensure that resources are made available to support the process. The information gathered in this step is essential for supporting the business case.





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21 JUNE 2022

3.2 DETERMINE VULNERABILITY AND RISK

This step of the process involves determining the vulnerability and eventually the risk that your council area and assets face from the effects of climate change. It is important that this is done using an approach for your risk assessment and reporting that is fit for the challenge faced and for the purpose of your organisation, and that will support adaptation planning and action.

The need to communicate with internal and external stakeholders remains essential. This includes communicating the results of the first-pass risk screening to your internal and external stakeholders and using the results and discussion to narrow down your focus to areas that are most at risk. At this stage you are able to undertake a second pass risk assessment. The second pass risk assessment includes understanding the vulnerability of your council area, organisation and community to coastal hazards.

At this stage it is necessary to gather existing data about coastal risks and in some cases to develop new information if none is available. There are several useful national and state data bases which may be enough and these should be accessed and reviewed before proceeding with new data collection. Council and other assets should be mapped as this will help with a risk assessment approach. Determining the vulnerability of your organisation, assets and community requires gaining an understanding of the adaptive capacity of each of these attributes.

The second pass risk assessment can be based on any new information that is gathered or developed such as updated sea-level rise mapping. Existing information, maps and stakeholder and expert knowledge can also be used to support the second-pass risk assessment.

Internal and external stakeholder engagement should be used to identify consequence scales for the risk assessment. It is also important to use existing consequence scales from Council's risk register or any disaster risk assessment frameworks which may be applied in Council. It is useful to consider risks in a number of categories such as economic risk, social risk and environmental risk.

Further information on risk assessment approaches and access to tools and supporting information can be obtained using the links provided in Section 5.

If any major risks are identified in the risk workshop, a deeper understanding may be required in key areas. This may require further investment to get refined data to support more detailed work and satisfy concerned stakeholders. It is important to communicate the results of the risk assessment with decision makers to discuss what can be done to address the issues that have been identified. At this stage it is useful to understand the legal risks of not addressing the identified risk.

Stakeholder engagement continues to be an important exercise at this stage.

3.3 IDENTIFY OPTIONS

Once the risk assessment has been undertaken it is possible to identify adaptation options that address climate change risks. In identifying options consideration should be given to options which address climate change, but which also address other existing pressures, although it is also necessary to identify options that may address the climate change risk alone. Option identification should include reassessment of options and strategies from existing strategies and plans within Council, helping to determine whether they are still relevant under a changing climate.

It is important to recognise that different options will be needed to address different climate related pressures, different assets and that these will vary between localities. Maps and spreadsheets can be useful in helping to link options selected to the specific risks they will address.

It is important to consider suites of different options which may be able to be undertaken together. These may include policy and planning options, community capacity building options, ecosystem-based adaptation options etc. It is also important to recognise the potential for having sequences of options, enabling you to take a pathways approach and avoid unnecessary expenditure and adverse side-effects from your actions. Such sequences may include initially using cheaper ecosystem-based options such as dune restoration and enhancement through replanting. Once these options stop working more engineering and cost intensive solutions may be necessary (e.g. beach nourishment), and ultimately perhaps the need for sea-walls to be constructed or options such as relocation to be considered.

The Principles presented in section 2 should be key considerations when selecting options.

3.4 EVALUATE OPTIONS AND MAKE A PLAN

In the previous stage Council, together with its stakeholders will have identified a series of possible options to address coastal risks. These options now form the basis of a strategy or plan. Options need to be evaluated and prioritised in conjunction with stakeholders using tools and approaches that help you to select options appropriate for the risk tolerance of your organisation and its stakeholders.

Approaches such as Cost Benefit Analysis (CBA) and Multi Criteria Analysis are useful tools that can help to prioritise options or suites of options. They can help to ensure that prioritised options make the most economic sense and deliver what is needed/wanted by stakeholders. Using the output from these

approaches a plan can be developed that list the options and identifies thresholds at which options will be implemented.

The plan should include clear objectives for each of the options and list performance indicators. It should also identify potential barriers to action and establish mechanisms to overcome them.

Always try to select options that will allow you to keep your options open (i.e. do not commit to something that cannot be changed or built on if required).

Identify suitable indicators to assess performance of options and determine how best, and most cost effectively these can be monitored. It is important to consider

the benefits or negative impacts that each option may have on community, environment etc. This will help to determine the level of engagement that may be required before an option can be implemented. The plan should:

- Identify thresholds and trigger levels when actions should be taken
- Identify people/groups responsible for actions
- Include review points when plan will be updated.

It is important to note that in some cases a deliberate action will be not to take any action. If this is the case, the process through which you arrived at this decision should be clearly documented.

Once the strategy or plan is developed, appropriate endorsement procedures should be followed to ensure it is supported at all levels of Council. This may require establishing processes for community consultation. This will support implementation of the plan.

3.5 TAKE ACTION

Once a plan or strategy is developed and signed off by Council and stakeholders, the plan or strategy can be implemented. Supporting activities may be developing specific business cases for actions or suites of actions, collecting additional data where required, influencing the implementation of other plans, and overcoming any barriers to action.

A critical aspect of implementation is attracting funding or finance for actions. Some adaptation options will be expensive

and approaches which help obtaining the necessary funds is critical. This may include identifying and approaching potential funders (e.g. State and Commonwealth Government) but may also involve working with the private sector to develop partnerships.

Collaborations and partnerships which support implementation of plans will be essential and can include partnerships with community groups, with other organisations such as NRM groups etc.

3.6 MONITOR AND EVALUATE

The last stage of the iterative cycle is to measure and evaluate adaptation plans. This helps to determine which adaptation actions are not achieving desired outcomes and need to be changed, but importantly also helps with accountability of projects.

Monitoring also helps to identify when an action is no longer effective for the degree of change that is happening, and a new action or suite of actions is required.

Over time it is important to reflect on what is being achieved, whether aspects of the planning process should be revisited, especially if new knowledge and information has become available.

Internal and external reporting of progress is essential. Consideration should be given to how best to do this and what level of detail is required. This may be an important element of community engagement and capacity building.

Following the monitoring and evaluation, the whole adaptation risk management cycle should be followed again in a way that fits the purpose of Council and which is aimed at continually improving the strategy or plan or adjusting it as new lessons are learned.





4.0 ENABLERS AND DECISION MAKING

4.1 ENABLERS

Identifying, planning for and managing risks requires more than simply following risk assessment guidance. It requires barriers to be removed and enablers to be installed, including:

- Leadership – Council and Executive leaders need to drive the process and inspire adaptation action by their organisations
- Governance – Effective governance structures to support adaptation planning and action
- Resources – Adaptation planning and implementation needs to be supported by adequate and targeted financial resources and experienced, equipped and committed personnel
- Learning and improvement – Council must commit to continual monitoring, evaluation, review and response, to ensure the long-term success of communities managing coastal hazards and adapting to a changing coastline.

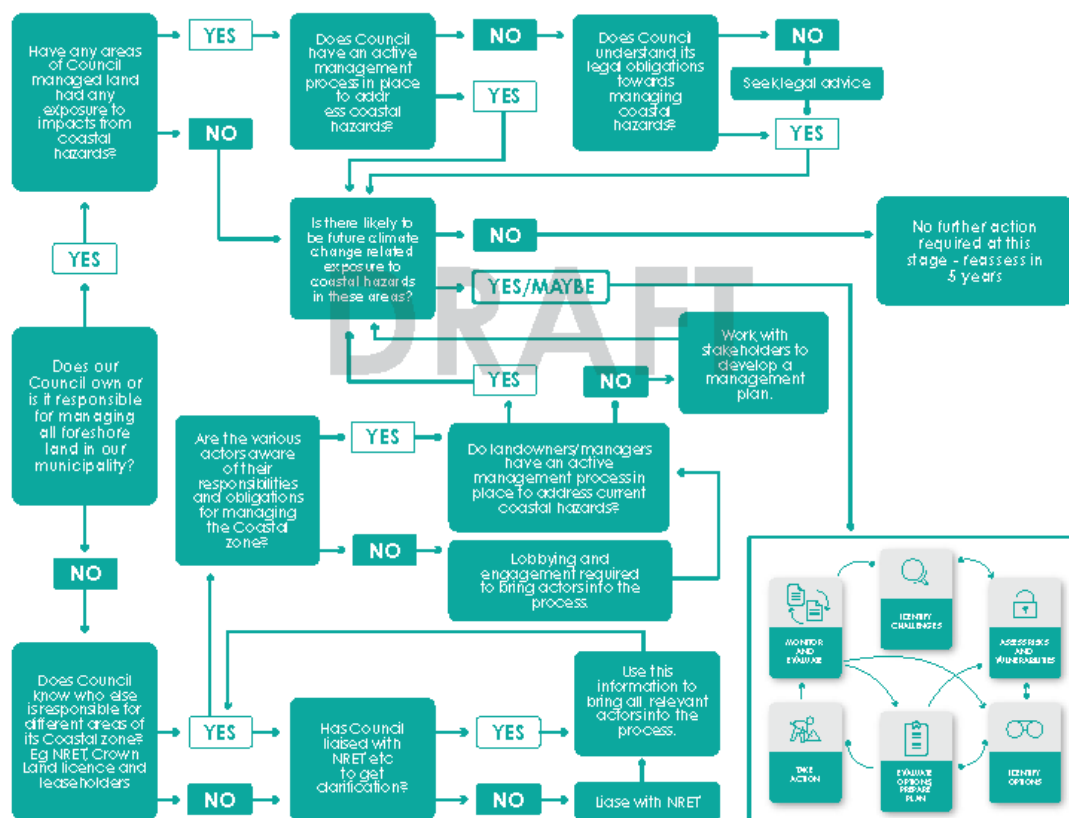
4.2 DECISION MAKING PATHWAYS

A simple process can be followed to determine Council's exposure and possible responses. This process is most appropriate for Councils beginning their adaptation journey. Those with more mature processes may find the flow diagram useful only to verify their system.

The process is summarised in the following flow diagram which is intended to support Councils when working through challenges which they face on the coast. The process provides guidance on actions Councils should take to get clarification on their ownership and responsibilities on the coast, and what they should do in response. Ultimately the process leads Councils to the need to undertake a climate risk management assessment and to develop an appropriate climate change adaptation plan.

It should be noted that this process will not be useful for councils which have mature, well developed adaptation management processes in place, and who have done the required assessments to drive them. It is more likely to be useful to those who are beginning to get to grips with the impact and management of climate change.

Decision Making Pathways diagram



5.0 SUPPORTING RESOURCES

The Tasmanian Government has undertaken a series of initiatives to support local government to better understand and manage the risks associated with coastal hazards, as follows:

- Tasmanian State Coastal Policy 1996.
- Department of Premier and Cabinet (DPAC) Mitigating Natural Hazards through Land Use Planning and Building Control Coastal Hazards Technical Report 2016.
- Department of Premier and Cabinet (DPAC) Tasmanian Coastal Adaptation Pathways Program.
- Department of Premier and Cabinet (DPAC) Coastal Hazards Management for Existing Settlements and Values project.
- NRET Managing Coastal Hazards nre.tas.gov.au/about-the-department/managing-coastal-hazards
- Tasmanian Coastal Works Manual; Page, L., Thorp, V. (2010) Tasmanian Coastal Works Manual: A best practice management guide for changing coastlines; Department of Primary Industries, Parks, Water and Environment.

There are a number of state and national resources which can be used to support climate adaptation planning in local government. Resources include:

- CoastAdapt is a resource that was developed by the National Climate Change Adaptation Research Facility at Griffith University. It was funded by the Commonwealth and has a focus on delivering a range of information to support coastal users to adapt to climate change. It also includes the C-CADS (Coastal Climate Change Decision Support) Framework which provides comprehensive guidance and resources to support risk-based adaptation planning. www.CoastAdapt.com.au
- Regional Climate Change Adaptation Project (RCCAP) http://www.dpac.tas.gov.au/divisions/climatechange/what_you_can_do/local_government/local_government_adaptation/local_government_adaptation_planning_resources/corporate_adaptation_planning
- The resources to the Tasmanian Coastal Adaptation Planning are also located here http://www.dpac.tas.gov.au/divisions/climatechange/what_you_can_do/local_government/local_government_adaptation/local_government_adaptation_planning_resources/community-based_coastal_adaptation_planning
- Climate Change in Australia is a resource developed by CSIRO and the Bureau of Meteorology. It provides climate change projection data, excellent reports and guidance that can be used to underpin climate change adaptation. www.Climatechangeinaustralia.gov.au
- For analysis of complex physical climate risk see XDI (<https://xdi.systems>).
- Coastal Risk Australia enables users to assess the extent of sea-level rise at their scale of interest. This is a user-friendly resource which can help assess risk. It is based on bathtub modelling and there is uncertainty associated with it which is explained on the site. www.Coastalriskaustralia.com.au
- Climate Compass was developed by CSIRO and various contributors in Australia and funded by the Commonwealth Government. It was designed to support Commonwealth Departments to address climate risk and has also been used by large infrastructure operators. www.Climatecompass.gov.au
- Adapt NRM was developed by CSIRO and NCCARF and includes guidance to support NRM groups to update their NRM plans to reflect a climate affected future. It was designed to help move NRM groups forward without changing their direction and momentum. www.AdaptNRM.csiro.au



6.0 ACKNOWLEDGEMENTS

This strategy document is a substantially revised and reduced version of the draft document, Impact Solutions International and BMT (Rees, C and Rissik, D); ***Regional Coastal Hazards Strategy: Addressing the Effects of Climate Change on Coastal Hazard in Tasmanian Southern Councils***; September 2020. The draft document was revised by the STCA's Regional Climate Change Initiative Working Group.



The contribution of all southern councils through briefings, workshops and discussions with the consultants is gratefully acknowledged. The Covid-19 pandemic disrupted plans to hold a summit with member Councils and elected Councillors to present the results of the study. Alternative methods such as review and input into drafting the strategy will be employed instead.



7.0 REFERENCES USED BY BMT AND ISI

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DRAFT

REGIONAL
CLIMATE CHANGE
INITIATIVE

Regional Strategy - Adapting to a changing coastline in Tasmania has been prepared under the auspices of the Southern Tasmanian Councils Authority, Regional Climate Change Initiative by the 12 councils of southern Tasmania: Brighton, Clarence City, Central Highlands, Derwent Valley, Glamorgan Spring Bay, Glenorchy City, Hobart City, Huon Valley, Kingborough, Sorell, Southern Midlands and Tasman.

This version is released for consultation across key private and public stakeholders and will inform the final Regional Strategy Adapting to a changing coastline in Tasmania.

Contact:

**Southern Tasmanian Councils Authority
C/- Secretariat Brighton Council**

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stca.tas.gov.au**

Photography unless otherwise indicated: Katrina Graham, Senior Climate Change Officer, City of Hobart

February 2022



**AGENDA
ORDINARY COUNCIL MEETING
21 JUNE 2022**

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 May 2022, Council received one Community Grant Application for the amount of \$2000.00 from -

- Bream Creek Farmers Market

The application was assessed by Council at the Council workshop held on Tuesday 7 June 2022. The following councillors were present at the workshop –



- Mayor Vincent
- Cllr Nichols
- Cllr Jackson
- Cllr Reed
- Cllr Gala
- Cllr Torenus

The councillors present agreed to fund \$500.00 of this application.

This application is now presented to Council for approval.

SONIA PULLEN
COMMUNITY LIAISON OFFICER
 Date 9 June 2022

14.0 FINANCE

14.1 EXECUTIVE SUMMARY – FINANCIAL REPORT MAY 2022 YTD

RECOMMENDATION

“That the Executive Summary – FINANCIAL REPORT MAY 2022 YEAR-TO-DATE be received and noted by Council.”

Note: Variances are only reported and discussed below if they are greater than \$10k and have a variance percentage of greater than 10%.

FINANCIAL REPORT MAY 2022 YEAR-TO-DATE

The operating surplus for the period ended 31 May 2022 of \$4.558m is above the budget of \$1.537m by \$3.021m. The main drivers of this position are:

- Recurrent income year to date is \$21.434m, which is above budget by \$2.190m.
- Operating expenses year to date are \$16.876m, which is below budget by \$831k.



NOTES TO THE ACCOUNTS

1. RATES AND CHARGES

This category is above budget by \$60k to the end of May, with no significant variances noted.

2. STATUTORY FEES AND CHARGES

This category is below budget by \$56k to the end of May, this is predominantly a result of town planning activity being less than expected year to date.

3. USER FEES

This category is above budget by \$131k to the end of May. This is largely a result of the following variance:

- Engineering inspection and approval fees are \$128k above budget, predominantly as a result of unbudgeted fees recognised in December, January, March, April and May. The most significant of which was an invoice for \$52k raised in March for stages 4 – 7 of the Sorell Estate subdivision at 37 Pawleena Road.

This variance is slightly offset by:

- Building assessment fees are below budget by \$16k, largely as a result of activity being less than expected year to date.

4. GRANTS OPERATING

This category is above budget by \$1,793m to the end of May, this is largely as a result of an advance payment for 2022/2023 of \$1,955m in Commonwealth Financial Assistance Grants.

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 \$144k to the end of May, this is largely a result of the following variances:

- Public open space contributions is \$120k above budget, predominantly as a result of a sub division at Goodford Lane and Greens Road, Orielson.
- Contributions received other is \$50k above budget, predominantly as a result of contributions made to the completed Pembroke Park unisex change rooms



by AFL Tasmania. This unbudgeted income was not accounted for at Mid-Year Budget Review.

These variances are slightly offset by:

- Subdivision traffic management treatment contributions, which is \$21k under budget, as year-to-date there have not been any contributions of this nature received by Council.

6. INTEREST

This category is above budget by \$6k to the end of May, with no significant variances noted.

7. OTHER INCOME

This category is above budget by \$30k to the end of May, this is largely a result of the following variances:

- Lease/Rent fees received is above budget by \$91k, predominantly as a result of \$91k being invoiced to the Department of Education in relation to an outstanding matter regarding usage fees of Dodges Ferry Recreation Centre. An unbudgeted amount of \$17k was invoiced for this financial year and an amount of \$73k for the period 2015/2016 to 2020/2021.
- Other facility hire is above budget by \$15k, more activity has occurred than budgeted year to date.

These variances are partially offset by:

- SERDA – External labour hire recoveries is below budget by \$66k, predominantly as a result of outstanding fees that are to be raised against Sorell Council which will occur in June.

8. INVESTMENT IN TASWATER

This category is above budget by \$81k to the end of May, this is as a result of unbudgeted dividend income received in March.

9. EMPLOYEE BENEFITS

Total employee benefits are below budget by \$154k to the end of May.

The following significant variances are noted:

- Long Service Leave is below budget by \$81k, as a result of a number of employee terminations processed in the payroll system during March. These



terminations included a number of long standing employees with significant long service leave provisions.

- Staff training is below budget by \$23k, this is a result of planned training not occurring as scheduled. Opportunities will be provided for this training to take place in the 2022/2023 financial year.
- Temp staff employed through agency is \$13k below budget, as a result of budgeted casual staff no longer required.

10. MATERIALS AND SERVICES

Materials and services are \$475k below budget to the end of May.

The following significant variances are noted:

- Advertising is below budget by \$24k, largely as a result of less expenditure than expected across various departments.
- Cleaning is below budget by \$24k, as a result of invoices being received late for the month of April.
- Consultants is below budget by \$32k, as a result of variances across a number of departments. This is largely a result of delays in a number of projects, most notably the SERDA training hub project.
- Contractors is below budget by \$62k, as a result of variances across a number of departments. Overall, these variances are a result of the unpredictable number of activities, making the timing difficult to estimate.
- Mornington Park transfer station disposal costs are below budget by \$12k, as a result of less expenditure than expected year to date.
- Electricity is below budget by \$39k, which is largely a result of consistent savings across a number of facilities throughout the year. This should result in actuals coming in under budget at the end of financial year.
- Operating capital is below budget by \$37k, largely as a result of expected expenditure in relation to the Pembroke Park stadium that will now occur in later months.
- Plant hire recovered is below budget by \$12k, as a result of less than expected plant hours being allocated to capital jobs year to date.
- Recycling centres are below budget by \$12k, as a result of less expenditure than expected year to date.
- Repairs and maintenance is below budget by \$283k, 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.



- Kerbside recycling collection is below budget by \$28k, this is a result of a delay in receiving the monthly invoice. This was expected to be received and processed by Council in May, however it is yet to be received from the contractor.
- Signage and guide posts is below budget by \$53k, largely as a result of signage and guide posts for roads unsealed not purchased as per budget expectations. This expenditure is expected to increase as we approach the end of the financial year and match the full year budget.
- Street bin collection contract is below budget by \$26k, this is a result of a delay in receiving the monthly invoice. This was expected to be received and processed by Council in May, however it is yet to be received from the contractor.
- Tools/equipment expensed (under \$1,000) is below budget by \$25k, largely as a result of expected expenditure in relation to the Pembroke park stadium that will now occur in June and/or 2022/2023.

These variances are slightly offset by:

- Kerbside green waste collection is above budget by \$24k, as a result of an increase in costs which have accumulated over the financial year to date.
- Plant and motor vehicle repairs and services is above budget by \$17k, as a result of the budget scheduled per quarter not monthly.

11. DEPRECIATION AND AMORTISATION

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

12. FINANCE COSTS

This category is below budget by \$2k to the end of May, with no significant variances noted.

13. OTHER EXPENSES

This category is below budget by \$9k to the end of May. The following significant variances are noted:

- Donations and section 77 expenses are below budget by \$32k, as a result of less applications year to date than anticipated.
- Employee subscriptions, licences and memberships are below budget by \$18k, as a result of a number of fees yet to be incurred that were budgeted for in the month of February and March. The most notable being \$10k



budgeted to be incurred in February relating to Council's contribution for establishment a Southern Waste Management Joint Authority.

- Functions and programs are below budget by \$45k, predominantly as a result of delayed expenditure in relation to the Arts Tasmania grant works. This expenditure is expected to be incurred prior to the end of financial year.

These variances are slightly offset by:

- Government contribution (voluntary) is above budget by \$133k, as a result of receiving a payment in advance. This expense was budgeted to be incurred in June.

14. GRANTS CAPITAL

This category is below budget by \$166k to the end of May.

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

15. CONTRIBUTIONS – NON MONETARY ASSETS

This category is above budget by \$1.220m to the end of May, this is largely as a result of unbudgeted developer contributions recognised to the end of May. This relates to Quarter 3 donated assets which have been capitalised in Assetic. Donated assets generally relate to subdivision assets, which become a Council asset once the development is complete.

16. NET GAIN / (LOSS) ON DISPOSAL

This category is above budget by \$169k to the end of May, this is largely as a result of vehicle disposals.

Council disposed of seven (7) replaced vehicles that resulted in a gain on disposal of \$160k. These vehicles were disposed of during July and August 2021, but not processed until March 2022 in our finance system. The delay was due to the internal move of vehicles to the Assetic asset management system. The details of these disposals were reported to Council at the September 2021 Council meeting.

17. SHARE OF INTEREST IN JOINT VENTURES

No joint venture revenue was received to the end of May.

CAPITAL EXPENDITURE

Capital expenditure to the end of May is \$12,682m (as per Capital Works report run on 6 June 2022).



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

- C-22-LI-004 – RV Park Pump replacement – This job with an actual cost of \$5,000 was set up after the Mid-Year Budget Review due to a break down in the pump at the RV Park.

Job Name and #	Month reported to Council	Current Expected Budget <u>Variance</u>
C-22-BR-007 – Penna, Shark Point Rd Bridge	April 2022	\$502,215

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-PRELIM-BMXTrack – this job has an approved budget of \$6,000 and a total actual spend of \$10,441 with commitments of \$15,100. The overspend is \$2,800 for a GEOTech assessment and \$1,512 for CBR Tests. There is also a \$15,100 commitment is for Technical design drawings. These are all necessary preliminary works to determine if the project will go ahead.

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 <u>Variance</u>
C-22-T-002 – Bryans Rd, Copping (Memo dated 25/2/2022, REV 1)	April 2021	\$52,375
C-22-T-025 – Bryant St, Midway Point	March 2021	\$8,745
C-22-T-032 – Main Road, Sorell	April 2022	\$4,876
C-22-LI-001 – Pembroke Park, extend height of rear cricket net and length of roofs	March 2021	\$10,313
C-20-PemPark-Stad C – Sports Equipment – indoor court dividing curtain	April 2022	\$8,985
C-21-PEMPARK-002 – Install street (access road) and car park lighting	May 2022	\$12,715



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 increased during May, predominantly due to the receipt of grants. Sorell Council continues to hold \$394k 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 \$5.875m 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 97.6% of rates already paid by the end of May. At the same time last year, Council had 98.2% of rates paid as well.

ATTACHMENTS

- a) Statement of Income and Expenditure for the period ending 31 May 2022
- b) Statement of Financial Position as at 31 May 2022
- c) Statement of Cash Position as at 31 May 2022
- d) Detailed Statement of Income & Expenditure for the period ending 31 May 2022
- e) Capital Works report for the period ending 31 May 2022
- f) Graph 1 – Total Cash Available (Pages 2)
- g) Graph 2 – Rates Outstanding (Pages 2)
- h) Grants Variance Analysis (Pages 3)

CHRISTINE FRASER
FINANCE OFFICER

SCOTT NICOL
ACTING FINANCE MANAGER

Date: 9 June 2022

Attachments (24 pages)



AGENDA
ORDINARY COUNCIL MEETING
21 JUNE 2022

SORELL COUNCIL
STATEMENT OF INCOME AND EXPENDITURE
For the period May 2022

	NOTES	ACTUAL YTD	BUDGET YTD	VAR	FULL YEAR BUDGET
INCOME					
RECURRENT INCOME					
Rates and Charges	1	15,537,208	15,477,097	60,111	15,459,274
Statutory fees and fines	2	580,499	636,301	(55,801)	691,400
User Fees	3	680,317	548,987	131,331	654,487
Grants Operating	4	3,294,368	1,501,431	1,792,937	1,501,431
Contributions received	5	223,440	79,333	144,107	86,000
Interest	6	141,714	135,421	6,293	154,751
Other income	7	733,920	703,933	29,987	873,756
Investment income from TasWater	8	243,000	162,000	81,000	162,000
		21,434,467	19,244,502	2,189,965	19,583,098
EXPENSES					
Employee benefits	9	5,999,759	6,153,653	153,895	6,924,298
Materials and services	10	4,733,804	5,407,253	673,449	6,183,724
Depreciation and amortisation	11	4,654,624	4,665,853	11,229	5,139,074
Finance costs	12	78,655	80,600	1,944	90,465
Other expenses	13	1,409,583	1,400,600	(8,984)	1,595,527
TOTAL EXPENSES		16,876,426	17,707,958	831,532	19,933,089
OPERATING SURPLUS/(DEFICIT)		4,558,041	1,536,543	3,021,497	(349,991)
CAPITAL INCOME					
Grants Capital	14	7,775,477	7,941,400	(165,923)	8,516,513
Contributions - non-monetary assets	15	2,403,793	1,183,190	1,220,603	1,183,190
Net gain/(loss) on disposal	16	147,110	(21,655)	168,765	(21,655)
Share of Interests in JVs	17	0	0	0	0
TOTAL CAPITAL INCOME		10,326,380	9,102,935	1,223,445	9,678,048
SURPLUS/(DEFICIT)		14,884,421	10,639,478	4,244,943	9,328,057



SORELL COUNCIL
STATEMENT OF FINANCIAL POSITION
As At May 2022

	Actual 2021/2022	Actual 30 June 2021	Movement
ASSETS			
Current Assets			
Cash and Cash Equivalents	10,641,010	6,072,338	4,568,672
Investments	5,296,731	5,282,145	14,586
Trade and Other Receivables	817,417	3,916,894	(3,099,477)
Inventories	52,052	52,052	-
Other Assets	46,795	388,589	(341,794)
Total Current Assets	16,854,004	15,712,018	1,141,988
Non-Current Assets			
Trade and Other Receivables	33,518	34,059	(541)
Assets Held for Sale	1	1	-
Intangible Assets	268,787	276,182	(7,395)
Property, Infrastructure, Plant and Equipment	263,969,460	264,374,399	(404,939)
Work in Progress	15,354,575	4,871,908	10,482,667
Investments	27,937,704	27,937,704	-
Other Non-Current Assets	34,135	34,135	-
Total Non-Current Assets	307,598,178	297,528,388	10,069,791
TOTAL ASSETS	324,452,183	313,240,406	11,211,779
LIABILITIES			
Current Liabilities			
Trade and Other Payables	725,056	960,596	(235,540)
Trust Funds and Deposits	965,057	791,896	173,161
Interest Bearing Loans & Borrowings	1,312,851	1,628,344	(315,493)
Provisions	1,268,476	1,321,171	(52,695)
Contract Liabilities	393,759	3,635,833	(3,242,074)
Other Current Liabilities	7,831	7,831	-
Total Current Liabilities	4,673,030	8,345,673	(3,672,642)
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	6,516,984	10,189,627	(3,672,642)
Net Assets	317,935,199	303,050,779	14,884,421
EQUITY			
Accumulated Surplus	122,596,402	107,711,982	14,884,421
Reserves	195,338,797	195,338,797	-
Total Equity	317,935,199	303,050,779	14,884,421



SORELL COUNCIL
STATEMENT OF CASH POSITION
As At May 2022

	\$
Opening Balance Cash at Bank & Investments	11,354,483
Closing Balance Cash at Bank & Investments	15,937,741
Cash Movement Year to Date	4,583,258
<i>Represented by:</i>	
Net Surplus / (Deficit)	14,884,421
Add: Depreciation	4,654,624
Net Cash Surplus / (Deficit)	19,539,045
Loan Repayments	(315,493)
Capital Expenditure (per capital report)	(10,482,667)
Capital Expenditure - Asset (Purchases) / Disposals	(4,249,685)
Balance Sheet Movements	92,058
Cash Movement Year to Date	4,583,258



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED May 2022
FOR COST CENTRE - All Cost Centres

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
1000 RECURRENT INCOME				
1100 Rates and Charges				
1105 Rates - General/Ordinary/Residential	(12,465,215)	(12,432,496)	32,719	(12,432,496)
1110 Rates General Written Off	1,523	5,625	4,102	7,500
1115 State Grant Rates Remission	(789,076)	(811,493)	(22,416)	(811,493)
1120 Rates Pensioner Concession	789,878	811,493	21,615	811,493
1125 Domestic Waste Annual Charge	(2,521,193)	(2,508,842)	12,351	(2,508,842)
1130 Fire Rates Levy Income	(597,799)	(595,993)	1,806	(595,993)
1150 Other Remissions	48,752	59,323	10,570	76,375
1160 AWTS Maintenance Fee Received	(4,077)	(4,713)	(636)	(5,818)
1199 Rates and Charges Total	(15,537,208)	(15,477,097)	60,111	(15,459,274)
1200 Statutory Fees and Charges				
1210 132 & 337 Certificate Fees	(140,050)	(149,531)	(9,481)	(165,000)
1220 Town Planning Fees	(425,743)	(470,270)	(44,527)	(508,400)
1225 Animal Infringements & Fines	(3,104)	(5,500)	(2,396)	(6,000)
1230 Other Infringements Fines & Penalties	(7,376)	(6,250)	1,126	(7,000)
1235 Licences & Permits	(1,368)	(2,000)	(632)	(2,000)
1240 Street Stall Permit Fee	(2,858)	(2,750)	108	(3,000)
1299 Statutory Fees and Charges Total	(580,499)	(636,301)	(55,801)	(691,400)
1300 User Fees				
1303 Animal Management Sundry Income -collars,signs etc	0	0	0	0
1306 Building Assessment Fees	(114,257)	(130,417)	(16,160)	(140,000)
1318 Caravan Licences	(6,031)	(13,063)	(7,032)	(13,063)
1327 Dog Impounding & Release Fees	(1,013)	(917)	96	(1,000)
1330 Dog Registration & Renewal	(71,002)	(72,900)	(1,898)	(100,000)
1331 Kennel Licences	(1,490)	(1,500)	(11)	(1,500)
1333 Driveway Approval and Inspection Fees	(5,121)	(750)	4,371	(1,000)
1335 Engineering Inspections & 1% Approval Fee	(164,210)	(36,000)	128,210	(38,500)
1336 Fire Abatement Charges	(9,927)	(15,000)	(5,073)	(15,000)
1342 Food Licences	(3,287)	0	3,287	(41,000)
1351 Photocopy Charges	0	0	0	0
1354 Plumbing Application Fees	(132,728)	(128,333)	4,395	(140,000)
1357 Plumbing Inspection	(137,665)	(140,333)	(2,669)	(152,000)
1360 Amended Plan Fees	(4,874)	(4,400)	474	(4,800)
1363 Recreational Vehicle Income	(11,716)	(5,374)	6,342	(6,624)
1369 Building Administration Fee (0.1%)	(6,992)	0	6,992	0
1372 TBCITB Training Levy (0.2%)	(10,007)	0	10,007	0
1399 User Fees Total	(680,317)	(548,987)	131,331	(654,487)
1400 Grants Operating				
1405 Commonwealth Financial Assistance Grant	(3,223,199)	(1,267,825)	1,955,374	(1,267,825)
1410 Comm'th Grants & Subsidies	0	0	0	0
1415 State Grants & Subsidies	(60,750)	(227,606)	(166,856)	(227,606)
1420 Other Grants & Subsidies	0	0	0	0
1430 Training Incentive Payment	(10,419)	(6,000)	4,419	(6,000)
1499 Grants Operating Total	(3,294,368)	(1,501,431)	1,792,937	(1,501,431)
1500 Contributions Received				
1505 Public Open Space Contributions	(169,440)	(49,500)	119,940	(52,000)
1506 Car Parking Cash in Leui Contributions	0	(5,000)	(5,000)	(5,000)
1507 Subdiv Traffic Management Treatment Contributions	0	(20,833)	(20,833)	(25,000)



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED May 2022
FOR COST CENTRE - All Cost Centres

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
1510 Contributions Received Other	(54,000)	(4,000)	50,000	(4,000)
1549 Contributions Received Total	(223,440)	(79,333)	144,107	(86,000)
1550 Interest				
1560 Rates Interest Penalty	(116,011)	(110,000)	6,011	(110,000)
1565 Rates Interest Written Off	28	1,550	1,522	1,600
1570 Rates Legal Costs Recovered	(1,261)	(1,375)	(115)	(1,500)
1575 Interest Received Banks & Other	(24,383)	(25,491)	(1,108)	(44,711)
1577 Interest - MPIA	(88)	(105)	(17)	(140)
1599 Interest Total	(141,714)	(135,421)	6,293	(154,751)
1600 Other Income				
1605 Bad Debts Recovered	0	0	0	0
1610 Diesel Fuel Rebate	(19,055)	(20,938)	(1,883)	(22,841)
1615 Donations Received	(1,000)	0	1,000	0
1620 Hall Hire	(59,462)	(61,602)	(2,140)	(87,627)
1625 Lease/Rent Fees Received	(124,540)	(33,469)	91,071	(34,685)
1627 Lease Fees - Copping Tip	(96,356)	(98,255)	(1,900)	(104,482)
1630 Other Facility Hire	(49,503)	(34,235)	15,268	(51,095)
1632 SERDA - External Labour Hire Recoveries	(309,675)	(375,325)	(65,650)	(428,074)
1633 External Labour Hire Recoveries	0	0	0	0
1634 NRM Recoveries	0	0	0	0
1635 Other Sundry Income	(17,145)	(10,955)	6,190	(71,255)
1637 Insurance Recoveries	0	0	0	0
1645 Vehicle FBT Recoveries	(44,906)	(51,554)	(6,648)	(56,096)
1655 Workers Compensation - Reimbursement	(6,018)	(1,000)	5,018	(1,000)
1656 Copping Public Cemetery Trust Net Income	(2,382)	(8,300)	(5,918)	(8,300)
1659 Information Board Revenue - Dunalley Hall	0	0	0	0
1660 Grave Site Sales - Dunalley Hall	(2,761)	(8,300)	(5,539)	(8,300)
1662 Wheelie Bin Stabiliser Income	(1,118)	0	1,118	0
1689 Other Income Total	(733,920)	(703,933)	29,987	(873,756)
1690 Investment Income from TasWater				
1694 TasWater Interim Dividend	(243,000)	(162,000)	81,000	(162,000)
1699 Investment Income from TasWater Total	(243,000)	(162,000)	81,000	(162,000)
1999 Recurrent Income Total	(21,434,467)	(19,244,502)	2,189,965	(19,583,098)
2000 Capital Income				
2100 Grants Capital				
2105 Roads to Recovery Funding	(387,296)	(387,296)	0	(387,296)
2110 Comm'th Grants new or upgraded assets	(4,030,367)	(4,462,364)	(431,997)	(4,551,742)
2115 State Grants for new or upgraded assets	(3,323,052)	(3,034,740)	288,312	(3,520,475)
2120 Other Grants for new or upgraded assets	(34,763)	(57,000)	(22,237)	(57,000)
2199 Grants Capital Total	(7,775,477)	(7,941,400)	(165,923)	(8,516,513)
2200 Contributions - Non-monetary Assets				
2205 Developer Contributions for assets	(2,403,793)	(1,183,190)	1,220,603	(1,183,190)
2299 Contributions - Non-monetary Assets Total	(2,403,793)	(1,183,190)	1,220,603	(1,183,190)
2300 Net Gain/(Loss) on Disposal				
2305 (Profit) / Loss on Disposal of Assets	(114,216)	30,869	145,085	30,869
2320 Recognition / De-recognition of Assets	(32,893)	(9,213)	23,680	(9,213)
2399 Net (Gain) / Loss on Disposal Total	(147,110)	21,655	168,765	21,655
2400 Share of Interests in Joint Ventures				
2410 Fair value adjustment - Investment in Associate	0	0	0	0



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED May 2022
FOR COST CENTRE - All Cost Centres

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
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	(10,326,380)	(9,102,935)	1,223,445	(9,678,048)
2999 TOTAL INCOME	(31,760,847)	(28,347,437)	3,413,411	(29,261,146)
3000 Expenses				
3100 Employee Benefits				
3102 ADO Expense	55,379	54,310	(1,068)	60,912
3103 Annual Leave	398,785	406,208	7,423	460,034
3109 Conferences	2,532	2,500	(32)	3,000
3111 Drug and Alcohol Testing	1,140	3,500	2,360	3,500
3112 FBT Expenses - Gift Cards / Gifts	1,470	1,300	(170)	1,550
3114 FBT Expenses - Entertainment (FBT)	3,414	4,117	702	4,867
3115 Fringe Benefit Taxes	33,320	33,321	1	37,821
3118 Health and Well Being	2,119	3,000	881	3,500
3124 Long Service Leave	106,165	187,527	81,361	202,591
3127 Medicals	2,070	1,760	(310)	1,760
3130 Occupational Health and Safety	0	0	0	0
3136 Other Employee Costs	0	0	0	0
3139 Overheads Recovered	(71,267)	(71,194)	73	(73,073)
3145 Payroll Tax	276,058	275,549	(509)	309,341
3148 Protective Clothing & Accessories	26,743	27,250	507	27,500
3151 Recruitment Costs	1,445	0	(1,445)	0
3154 Salaries	4,446,456	4,446,047	(410)	5,016,290
3156 Salaries transferred to WIP	(207,544)	(212,352)	(4,808)	(222,297)
3163 Staff Training	24,956	47,463	22,506	56,700
3166 Superannuation - Council Contribution	652,700	665,915	13,215	751,698
3169 Temp Staff Employed Through Agency	0	12,800	12,800	12,800
3172 Travel and Accommodation	0	375	375	500
3175 Uniforms / Clothes Purchased	5,557	12,450	6,893	14,000
3181 Workers Compensation Expense Claims	227	0	(227)	0
3184 Workers Compensation Insurance	238,032	251,808	13,776	251,306
3199 Employee Benefits Total	5,999,759	6,153,653	153,895	6,924,298
3200 Materials and Services				
3201 Abandoned Cars & Dumped Rubbish Disposal Costs	6,873	4,583	(2,289)	5,000
3202 Advertising	75,141	98,868	23,727	113,385
3204 AWTS Maintenance Charge	1,829	3,272	1,444	4,363
3206 Cleaning	132,135	155,707	23,572	188,648
3208 Computer Hardware / Hardware Maintenance	14,901	25,948	11,047	29,040
3212 Computer Software Maint and Licenses	225,871	246,437	20,566	257,594
3214 Consultants Other	232,241	264,468	32,227	299,625
3216 Contractors	189,359	251,665	62,306	301,466
3217 Contractors - Common Services	0	0	0	0
3218 Copping Tip Disposal Costs	0	1,500	1,500	2,000
3220 Mornington Park transfer station disposal costs	92,030	104,167	12,136	125,000
3221 Electronic Notices / Reminders	613	975	362	1,475
3222 Electricity	149,585	188,389	38,804	223,139
3223 Emergency Management	0	1,000	1,000	2,000
3224 Fire Hazard Reduction (Private Land)	6,760	9,000	2,240	9,000
3226 Fuel	165,238	155,265	(9,974)	184,561



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED May 2022
FOR COST CENTRE - All Cost Centres

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3232 Internet, Telephone & Other Communication Charges	41,928	39,815	(2,114)	44,641
3234 Land Survey Costs	450	10,000	9,550	15,000
3236 Legal Fees (Advice etc)	96,509	97,948	1,439	124,500
3237 Line Marking - Transport Infrastructure	24,344	25,133	789	29,000
3240 Municipal Waste (Reserves)	0	0	0	0
3241 Operating Capital	16,337	53,200	36,863	58,700
3244 Plant & Motor Vehicle Repairs & Services	105,218	88,250	(16,968)	110,000
3246 Plant Hire - External	25,636	27,133	1,497	35,000
3248 Plant Hire - Internal Usage	29,960	27,925	(2,035)	30,445
3250 Plant Hire Recovered	(77,167)	(89,651)	(12,484)	(91,271)
3252 Plant Registration Fees	37,766	36,484	(1,283)	36,484
3254 Printing	26,347	27,000	653	32,400
3256 Recycling Centres	88,111	100,000	11,889	120,000
3257 Recycling Hub	1,245	1,000	(245)	2,000
3258 Registrations, Licenses and Permits	3,395	2,280	(1,115)	2,280
3259 CEMETERY Repairs and Maintenance	1,299	6,500	5,201	8,200
3260 Repairs and Maintenance	1,320,552	1,603,314	282,761	1,754,281
3261 Road Kill Collection Fees	2,117	1,250	(867)	1,500
3262 Kerbside Green Waste Collection	203,133	181,667	(21,467)	218,000
3263 Kerbside Green Waste Disposal	48,817	45,833	(2,984)	55,000
3264 Kerbside Hard Waste Collection	118,947	117,000	(1,947)	156,000
3265 Kerbside Hard Waste Disposal	11,458	18,500	7,042	25,500
3266 Kerbside Recycling Collection	215,058	243,833	28,775	266,000
3267 Kerbside Recycling Disposal	132,887	140,000	7,113	168,000
3268 Kerbside Garbage Collection	421,072	419,833	(1,238)	458,000
3269 Kerbside Garbage Disposal	85,134	91,429	6,295	105,857
3270 Security	15,417	19,092	3,676	22,336
3273 Signage & Guide Posts	81,870	135,043	53,173	144,450
3276 Settlement Costs ONLY	3,614	5,750	2,136	7,000
3278 Stationery & Office Consumables	23,873	30,360	6,487	34,974
3279 Street Bin Collection Contract	175,548	202,000	26,452	244,000
3280 Tools/Equipment Expensed (under \$1,000)	9,451	34,327	24,877	41,040
3282 Tyres	18,343	11,963	(6,380)	15,296
3284 Valuation Expenses	34,750	38,585	3,835	50,000
3290 Water Charges (Works Order)	97,628	103,212	5,585	112,814
3292 Wheelie Bin Stabiliser Expenses	182	0	(182)	0
3299 Materials and Services Total	4,733,804	5,407,253	673,449	6,183,724
3390 Impairment of Debts				
3399 Impairment of Debts Total	0	0	0	0
3400 Depreciation and Amortisation				
3405 Depreciation Expense	4,644,967	4,640,730	(4,237)	5,097,495
3410 Amortisation Expense	9,657	25,123	15,466	33,505
3415 Amortisation Expense (Right of Use Asset)	0	0	0	8,074
3499 Depreciation and Amortisation Total	4,654,624	4,665,853	11,229	5,139,074
3500 Finance Costs				
3505 Interest on Loans	78,655	80,600	1,944	89,708
3515 Interest on Overdue Accounts	0	0	0	0
3521 Interest Expense (Lease Liability)	0	0	0	758
3599 Finance Costs Total	78,655	80,600	1,944	90,465



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED May 2022
FOR COST CENTRE - All Cost Centres

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3600 Other Expenses				
3604 Audit Fees	27,074	29,175	2,102	36,350
3606 Audit Panel Expenses	5,375	5,250	(125)	7,000
3608 Bad & Doubtful Debts	368	0	(368)	0
3612 Bank Fees & Charges	33,981	40,304	6,323	43,968
3616 Bank Fees Recovered	(2,264)	(1,375)	889	(1,500)
3620 Cashiers Rounding Adjustments	29	69	40	75
3624 Commissions Paid	19,938	19,792	(147)	23,750
3636 Councillor Allowances	132,820	133,061	241	145,265
3640 Councillor Expenses	5,281	8,500	3,219	9,000
3644 Councillor Vehicle Allowance	3,635	4,800	1,165	5,600
3656 Deputy Mayors Allowance	14,018	14,043	25	15,331
3660 Dog Pound & Other Animal Management Expenses	5,500	4,750	(750)	5,000
3661 Dog Home & Vet Fees	150	1,833	1,683	2,000
3664 Donations and Section 77 Expenses	26,002	57,778	31,776	65,000
3668 Election Expenses	6,846	7,500	654	7,500
3672 Employee Sub, Licences and Memberships	73,932	92,238	18,306	94,688
3676 Functions & Programs	26,298	71,453	45,155	73,440
3680 Excess Payable on Insurance Claims	8,572	2,250	(6,322)	3,000
3688 Food & Beverages	2,214	5,417	3,203	5,715
3692 General Insurance	103,520	103,520	(1)	103,520
3704 Government Contribution (Voluntary)	562,344	429,115	(133,229)	572,153
3712 Immunisations	713	2,875	2,162	3,000
3720 Land Tax	58,392	60,100	1,708	60,100
3724 Mayor's Allowance	36,892	36,958	66	40,347
3731 NRM Expenses	12,627	11,375	(1,252)	11,375
3732 Motor Vehicle Insurance	33,944	34,513	569	34,513
3736 Other roundings	(153)	18	171	20
3740 Other Sundry Expenses	3,027	2,589	(438)	2,926
3744 Photocopier Leases & Operating Costs	12,865	15,551	2,686	10,857
3748 Postage	38,179	46,031	7,852	53,966
3752 Public Liability Insurance	140,662	140,662	1	140,662
3760 Reference Materials	0	750	750	1,000
3768 Sampling, Testing and Monitoring	4,902	8,000	3,098	8,000
3770 Storage Costs	1,081	1,000	(81)	1,200
3771 SERDA Internal Organisational Support	0	2	2	2
3784 Voluntary Contributions	10,822	10,704	(118)	10,704
3799 Other Expenses Total	1,409,583	1,400,600	(8,984)	1,595,527
3990 EXPENSES TOTAL	16,876,426	17,707,958	831,532	19,933,089
3995 (SURPLUS)/DEFICIT	(14,884,421)	(10,639,478)	4,244,943	(9,328,057)



6/06/2022	SORELL COUNCIL					
	MYBR - CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2021/2022	This Financial year	Commitments
	ROADS					
1	Bream Creek, Bream Creek Road	C-22-T-001	Lime stabilise and 2 coat seal		378,263	84,337
2	Copping, Bryans Road	C-22-T-002	Lime stabilise and 2 coat seal		188,735	5,550
3	Kellevie, Kellevie Road & Bream Creek Road	C-22-T-003	FCR & seal to Kellevie / Bream Creek Road Intersection & 1 segment @ 6.2m		362,394	169,437
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	-
5	Lewisham, Lewisham Road	C-22-T-005	North of Stage 2 - 500m reconstruction + bridge replacement		1,458,785	16,004
6	Orielton, Orielton Road	C-22-T-006	Reconstruct and 2 coat seal 14/7		126,676	19,210
7	Pawleena, Pawleena Road	C-22-T-007	Reconstruct and 2 coat seal 14/7		64,018	-
8	Penna, Shark Point Road	C-22-T-008	Lime stabilise and 2 coat seal		711,519	82,766
9	Forcett, Delmore Road	C-22-T-009	W Beam new		2,500	-
10	Boomer Bay, Bay Road	C-22-T-010	W Beam (Bridge approach)		34,003	-
11	Forcett, White Hill Road	C-22-T-011	W Beam new		43,676	-
12	Pawleena, Pawleena Road	C-22-T-012	W Beam replacement		19,682	-
13	Primrose Sands Road	C-22-T-013	Reconstruction with chip seal surface		95,410	11,820
				\$ 3,815,995		



6/06/2022	SORELL COUNCIL					
	MYBR - CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2021/2022	This Financial year	Commitments
	RESHEETING					
14	Bezzants Road	C-22-T-014	100mm new gravel - after #63 to FT junction		91,271	-
15	Bream Creek Road	C-22-T-015	100mm new gravel - 2nd RHC after #499 to LHC after #641		55,158	-
16	Craigs Hill Road	C-22-T-016	100mm new gravel - junction to Daly's		33,920	-
17	Hillcrest Road	C-22-T-017	100mm new gravel - junction to after first LHC		28,621	-
18	Masons Road	C-22-T-018	100mm new gravel - entire road		95,164	-
19	Nonesuch Road	C-22-T-019	100mm new gravel - junction to after first LHC		16,312	-
20	Pawleena Road	C-22-T-020	100mm new gravel - Webbs Road to end		50,103	-
21	Reardons Road	C-22-T-021	100mm new gravel - junction to after first LHC		43,325	-
22	Shark Point Road	C-22-T-022	100mm new gravel - end segments		45,345	-
23	White Hill Road	C-22-T-023	100mm new gravel - starts after #319 seal to end - last 2 segments		69,503	-
24	Woodside Road	C-22-T-024	100mm new gravel		25,283	-
				\$ 561,068		
	RESEALS					
25	Midway Point, Bryant Street	C-22-T-025	Asphalt reseal & prep work		69,745	-
				\$ 61,000		



6/06/2022	SORELL COUNCIL					
	MYBR - CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2021/2022	This Financial year	Commitments
	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		9,594	-
28	Sorell, 81- 83 Main Road	C-22-S-003	Replace & upgrade 300dia to 1050dia with bypass works		6,234	-
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		12,330	-
32	Municipality - Dodges Ferry, 150 Bally Park Road	C-22-S-004-D	Reactive minor jobs that can be capitalised		12,178	-
33	Municipality - Dodges Ferry, Seventh Ave soccer field	C-22-S-004-E	Reactive minor jobs that can be capitalised		7,912	-
34	Municipality - Primrose Sands, Primrose Sands Park	C-22-S-004-F	Reactive minor jobs that can be capitalised		8,812	
35	Shark Point Road	C-22-S-005	Stormwater outfall - #585 - install pipe from road culvert and extend to foreshore		42,089	-
36	Primrose Sands, Kestrel Street	C-22-S-006	K&C, SEP's x 4 & connection to table drain		-	-
37	Sorell, Main Road & Stores Lane	C-22-S-007	Council's contribution to DSG bypass stormwater works under Main Road		-	-
38	Carlton, 31 Lloyd Street	C-22-S-008	K&C and connection to SD106763		39,309	-
39	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	-
40	Dodges Ferry, Lateena Street	C-22-S-010	Outfall upgrade on PWS foreshore at SE115409		963	-
41	Pembroke Park (Pit at Cricket Nets)	C-22-S-011	Pit @ Cricket Nets		3,499	-
				\$ 413,276		



6/06/2022	SORELL COUNCIL					
	MYBR - CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2021/2022	This Financial year	Commitments
	FOOTPATHS & KERB					
42	Sorell, Attunga Drive	C-22-T-026	Footpath between Attunga Drive and Pembroke Park		17,571	-
43	Lewisham, Lewisham Scenic Drive	C-22-T-027	Asphalt footpath renewal between Gregory and Hurst Street		1,245	-
44	Carlton, Moomere Street	C-22-T-028	Asphalt footpath renewal, Moonar to Carlton River		65,741	-
45	Carlton, Moomere Street	C-22-T-028-A	Asphalt footpath renewal, Moonar to Carlton River		3,813	-
46	Dodges Ferry, Park Beach Road	C-22-T-029	Footpath and kerb to beach car park		9,528	86,555
47	Dodges Ferry, Carlton River Road	C-22-T-030	Asphalt footpath renewal - junction to Chaffeys Drive		32,157	-
48	Sorell, Pennington Drive	C-22-T-031	VRU - Pennington Drive / Weston Hill Road		91,550	-
49	Sorell, Main Road	C-22-T-032	VRU - Main Road		35,680	5,956
50	Dodges Ferry, First Avenue	C-22-T-033	VRU - First Avenue		240,723	-
51	Sorell, The Circle & Taylor Drive	C-22-T-034	VRU - Circle to Taylor Drive		100,108	-
52	Dodges Ferry, Carlton River Road	C-22-T-035	Continuing east from Chaffeys Drive		53,224	-
53	Sorell Rotary Club Bus Shelters	C-22-T-036	2 Bus Shelters 2021/22		3,550	1,483
				\$ 959,242		



6/06/2022	SORELL COUNCIL					
	MYBR - CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2021/2022	This Financial year	Commitments
	BRIDGE REPLACEMENTS					
54	Nugent Road - Badger Box Gully Creek	C-22-BR-001	Bridge approach renewal		26,828	-
55	Nugent Road - Wells Creek	C-22-BR-002	Bridge approach renewal		30,997	-
56	Dunalley, Fulham Road	C-22-BR-003	Bridge approach renewal		11,186	-
57	Carlton, Fulham Road	C-22-BR-004	Bridge approach renewal		9,261	-
58	Marion Bay Road	C-22-BR-005	Install guard rail and widen approach		25,844	-
59	Carlton River Road	C-22-BR-006	Bridge approach renewal		22,148	-
60	Penna, Shark Point Road	C-22-BR-007	Bridge refurbishment		9,497	4,000
				\$ 123,780		
	BUILDINGS					
61	Lewisham - boat ramp toilet	C-22-B-001	Single berth toilet & AWTS (or equivalent)		10,811	26,736
				\$ 80,000		
	PLANT AND EQUIPMENT					
62	CAC & Depot	C-22-P-001	Light fleet replacement - 7 MVs – 5x Ford Rangers & 2x Mitsubishi Outlanders (+ provision for required accessories)		162,748	88,317
63	Depot	C-22-P-002	JCB Backhoe. Replacement of backhoe HF-XX-031 due to age		179,612	-
64	Depot	C-22-P-003	Med Tipper (Reserves). Replacement of Mitsubishi Fuso Canter HF-XX-005 - B10RC		77,443	-
				\$ 530,000		
	IT					
65	CAC	C-22-IT-001	Mobile DGPS unit - equipment for Engineering Department		12,860	-
66	CAC	C-22-IT-002	2 Laptops, including docking station, monitor and bag		-	-
				\$ 19,560		



6/06/2022	SORELL COUNCIL					
	MYBR - CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2021/2022	This Financial year	Commitments
	LAND IMPROVEMENT (PARKS & RESERVES)					
67	Pembroke Park	C-22-LI-001	Extend height of rear cricket net FN114166 and length of roofs FN114163		80,313	-
68	Penna, Penna Beach Foreshore	C-22-LI-002	Walkway and Fencing		7,763	-
69	Miena/Wolstenholme subdivision fence	C-22-LI-003	Subdivision fence (Walkway)		21,390	-
69	RV Park Pump	C-22-LI-004	RV Park Dump Pump Replacement		5,002	-
70	Sorell, Pembroke Park Soccer field dugouts	C-22-LI-005	Dugouts installation in soccer field		-	
				\$ 120,940		
	PRELIMINARY WORK IN 2021/22					
71	Forcett, 532 Wiggins Road	C-22-PRELIM-WIGGINS	Potential road widening job (Designers, Surveyors)		14,000	5,000
72	Midway Point, Flyway Park Car Park	C-22-PRELIM-FLYWAY	Preliminary Costs for Flyway Park Car Park		2,655	-
73	Sorell, BMX Track	C-22-PRELIM-BMXTrack	Preliminary Costs for BMX Track		10,441	15,100
74	Pawleena, Pawleena Rd, Arthur Highway roundabout	C-22-PRELIM-PAWRD	Preliminary acquisition costs		-	-
75	Forcett, Delmore Road	C-22-PRELIM-DELRD	Preliminary Costs for road widening and widen box culvert		825	15,675
				\$ 228,000		



6/06/2022	SORELL COUNCIL					
	MYBR - CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2021/2022	This Financial year	Commitments
	CARRYOVERS FROM 2020/2021					
	CARRY OVERS - STORMWATER					
76	Dodges Ferry, Blue Lagoon	C-21-S-009			18,867	58,770
77	Lewis Court & #229 Lewisham Scenic Drive	C-21-S-014			88,433	-
	CARRY OVERS - FOOTPATHS & KERB					
78	Sugarloaf Road reconstruction	C-21-T-003			7,157	-
79	Dodges Ferry, Tiger Head Road	C-21-T-052			82,045	-
80	Dodges Ferry to Carlton Beach	C-21-T-055			99,075	-
81	Dodges Ferry to Carlton Beach	C-21-T-057			125,958	3,850
82	Carlton Beach, Park Beach	C-21-T-058			-	-
83	Sorell, Brinktop Road	C-21-T-056			159,019	334,106
	CARRY OVERS - BRIDGES & OTHER STRUCTURES					
84	Municipality	C-21-BR-004			-	-
	CARRY OVERS - PLANT & EQUIPMENT					
85	Depot	C-21-P-002			36,138	-
86	Depot	C-21-P-004			39,484	-
87	Depot	C-21-P-010			41,015	-



6/06/2022	SORELL COUNCIL					
	MYBR - CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2021/2022	This Financial year	Commitments
	CARRY OVERS - IT					
88	CAC	C-21-IT-002			24,074	-
89	CAC	C-20-IT-005			122,515	-
90	Municipality	C-20-IT-002			-	14,879
	CARRY OVERS - PARKS & RESERVES					
91	Copping Cemetery	C-21-LI-009			9,348	-
92	Carlton, Snake Hollow Park	C-21-LI-010			11,907	-
93	Carlton, Snake Hollow Park	C-20-LI-010			44,144	-
94	Sorell, Sorell Skate Park	C-21-LI-011			193,596	3,920
95	Dunalley Golf Club (Tennis Court construction)	C-20-LI-012			6,487	-
	CARRY OVERS - BUILDINGS					
96	CAC	C-20-B-004			30,993	156,402



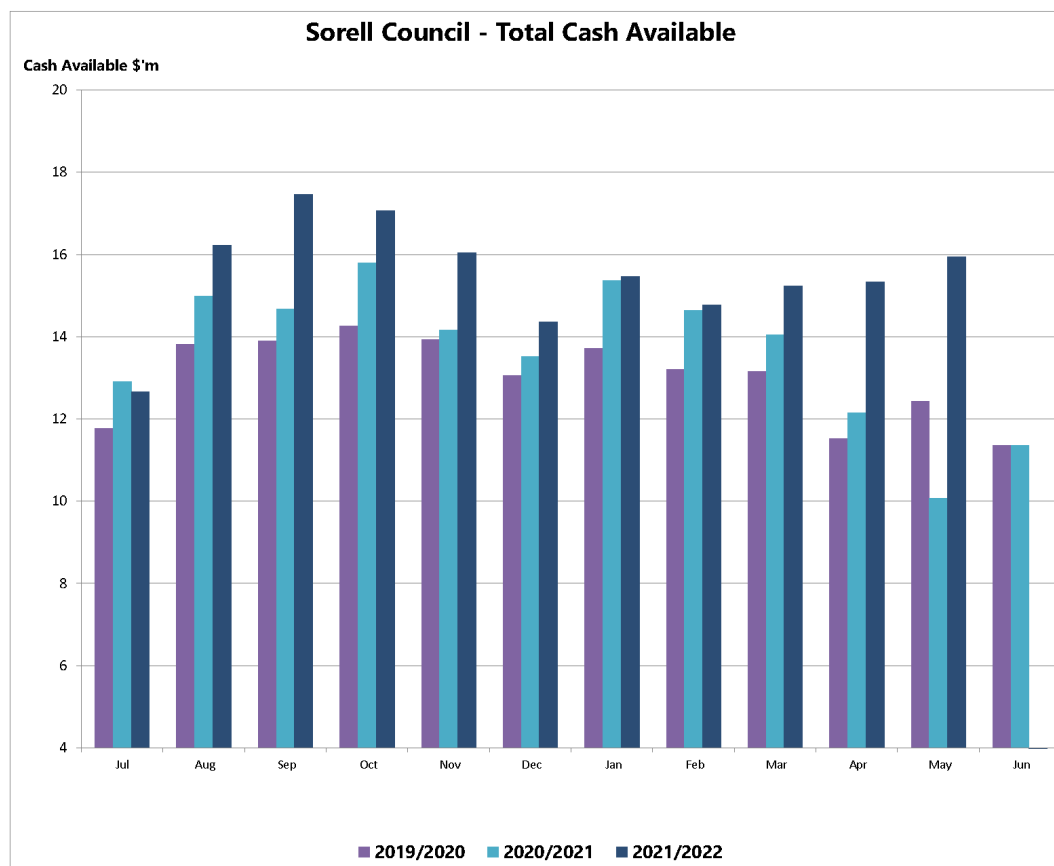
6/06/2022	SORELL COUNCIL					
	MYBR - CAPITAL WORKS BUDGET FOR 2021/2022					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2021/2022	This Financial year	Commitments
	CARRY OVERS - PEMBROKE PARK STADIUM					
97	Pembroke Park	C-20-PemPark-Civil			406,301	198,745
98	Pembroke Park	C-20-PemPark-Stadium			5,110,789	56,579
99	Pembroke Park Outdoor Netball Courts	C-20-PemPark-Stad B			191,878	100,030
100	Pembroke Park Stadium	C-20-PemPark-Stad C			-	38,985
101	Pembroke Park Stadium	Possible Job in 2022/23			-	
102	Pembroke Park	C-21-PEMPARK-002			86,388	24,785
	CARRY OVERS - PRELIM JOBS					
103	Municipality	C-22-PRELIM-SWPROGRA			7,152	-
104	Pembroke Park	C-22-PRELIM-PPFUNRM			-	-
				\$ 8,913,340		
			Capital candidates approved by GM			
			Total Capital Budget - Excluding Carry Overs	\$ 6,912,861		
			Tot Capital Budget - Including Carry Overs	\$ 15,826,201	12,681,603	1,628,996



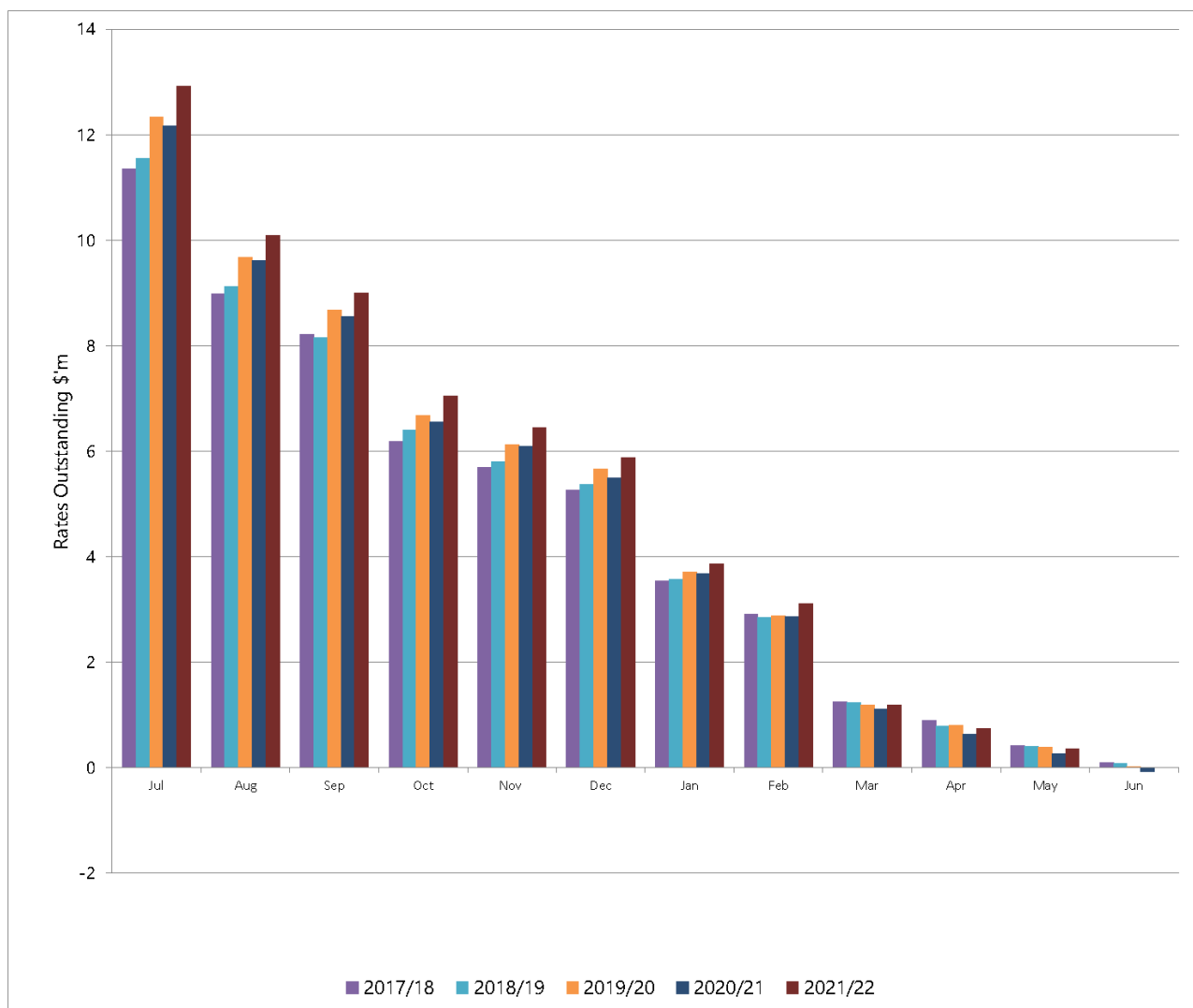
Sorell Council - Cash on Hand as at 31 May 2022					
Financial Institution	Product	Deposit Date	Maturity Date	Face Value	Interest rate
Bendigo Bank Term Deposit	12 Month Term Deposit	6/06/2021	6/06/2022	\$ 1,517,337	0.35%
Bendigo Bank Term Deposit	12 Month Term Deposit	12/01/2022	12/01/2023	\$ 1,011,674	0.50%
MyState Term Deposit	12 Month Term Deposit	9/02/2022	9/02/2023	\$ 1,517,720	0.80%
MyState Term Deposit	12 Month Term Deposit	30/06/2021	28/06/2022	\$ 1,250,000	0.60%
CBA Investment Account	At Call			\$ 8,063,819	0.20%
CBA Special Purpose Account	At Call			\$ 1,123,175	0.20%
CBA Operating Account	Current			\$ 1,366,171	0.00%
Tascorp Investment	24 Hour Call			\$ 37,955	0.10%
Various Petty Cash and Floats	In house			\$ 1,712	N/A
Various Halls Bank Balances				\$ 48,177	N/A
Total Funds Available				\$ 15,937,741	

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

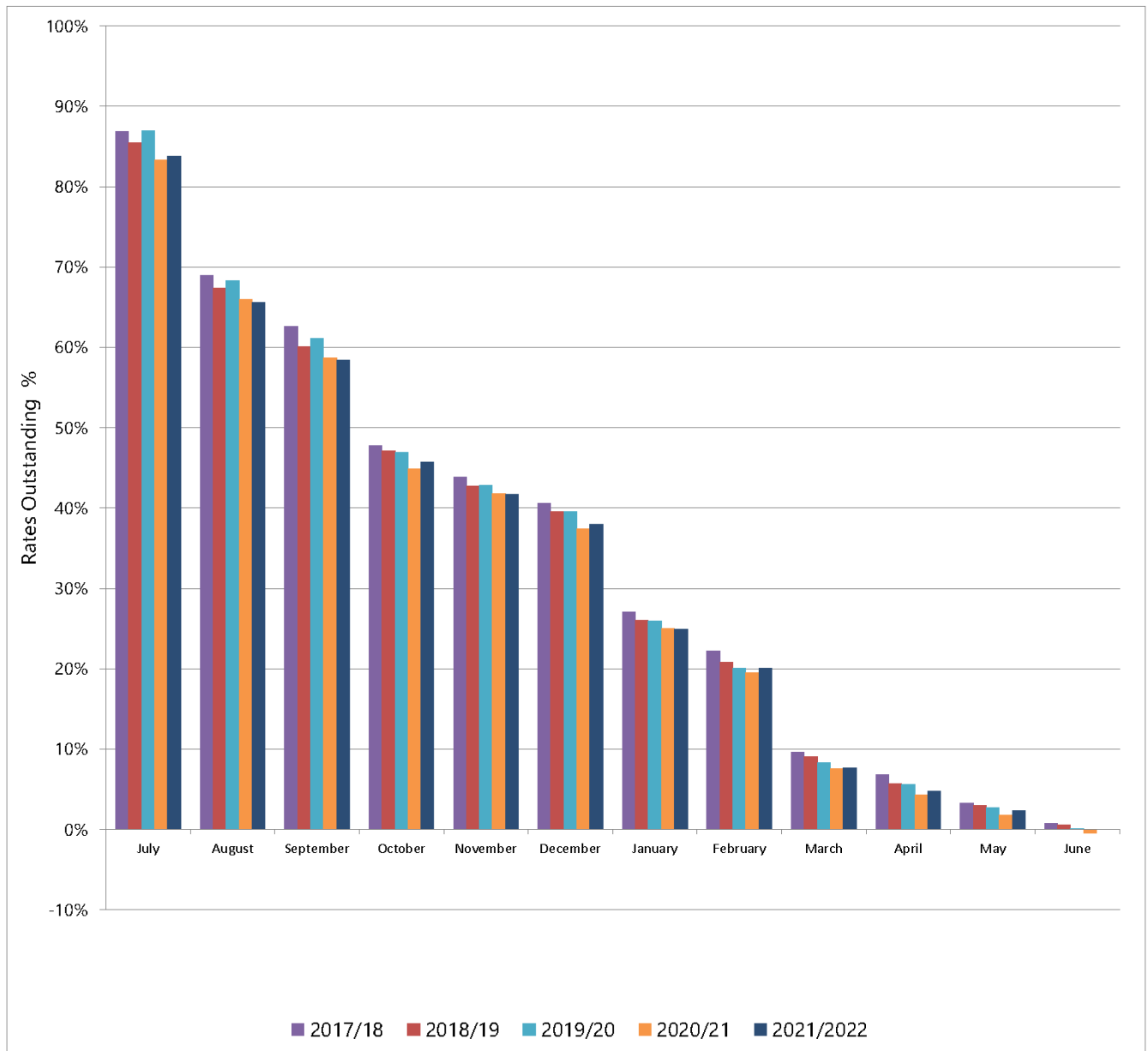
**SORELL COUNCIL
TOTAL CASH AVAILABLE**



SORELL COUNCIL **OUTSTANDING RATES BY MONTH**



SORELL COUNCIL OUTSTANDING RATES BY MONTH



GRANT VARIANCE ANALYSIS - 31 May 2022

Grant Details	Budget	Actual	Variance	Comments
GL 1415 Grants Operating - State Grants & Subsidies				
Weed Control	\$ 18,776	\$ 12,627	-\$ 6,149	This is an ongoing project, income recognition under this grant was expected to be completed in December, however that has now changed to June as staff resources are now on board. The variance reported is due to project timing.
School Based Immunisations Term 1 & 2 - 2021	\$ 1,290	\$ 1,895	\$ 605	Completed.
Arts Tasmania	\$ 23,290	\$ 20,000	-\$ 3,290	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.
Safer Rural Roads Program 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	\$ 2,500	-\$ 142,750	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.
State Heavy Duty Vehicle Motor Tax to Local Government	\$ 14,000	\$ 13,728	-\$ 272	Completed.
Natural Hazard Risk Framework	\$ 25,000	\$ 10,000	-\$ 15,000	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.
	\$ 227,606	\$ 60,750	-\$ 166,856	
GL 2110 Grants Capital - Commonwealth Grants				
C-20-B-004 Carriageway Shed	\$ 353,589	\$ 30,763	-\$ 322,826	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-21-T-055 Dodges Ferry Loop Track	\$ 222,876	\$ 121,872	-\$ 101,004	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-21-LI-011 Pembroke Park Skate Park Upgrade	\$ 200,000	\$ 193,596	-\$ 6,404	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-20-LI-010 & C-21-LI-010 Snake Hollow Park works	\$ 28,603	\$ 26,840	-\$ 1,763	Completed Project
C-21-PEMPARK-002 Street Access and Car Park Lighting Pembroke Park Stadium	\$ 57,296	\$ 57,296	\$ -	Completed Project
C-20-PEMPARK-STADIUM Pembroke Park Stadium	\$ 3,600,000	\$ 3,600,000	\$ -	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.
	\$ 4,462,364	\$ 4,030,367	-\$ 431,997	



GRANT VARIANCE ANALYSIS - 31 May 2022

Grant Details	Budget	Actual	Variance	Comments
GL 2115 Grants Capital - State Grants				
C-20-PEMPARK-STADIUM Pembroke Park Stadium	\$ 1,341,457	\$ 1,408,838	\$ 67,381	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-21-T-056 & C-22-T-005 Road works Brinktop Rd and Lewisham Rd	\$ 862,265	\$ 1,117,245	\$ 254,980	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-010 Bay Rd Boomer Bay W Beam replacement	\$ 29,200	\$ 26,800	-\$ 2,400	Completed Project
C-22-T-011 White Hill Rd W Beam replacement	\$ 135,550	\$ 135,550	\$ -	Completed Project
C-22-T-009 Delmore Rd Forcett Bay W Beam replacement	\$ -	\$ -	\$ -	Nil variance
C-22-T-012 Pawleena Rd Pawleena W Beam replacement	\$ -	\$ 19,682	\$ 19,682	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	\$ -	Completed Project
C-22-T-032 Footpath & Kerb Main Rd Sorell	\$ 32,760	\$ 32,760	\$ -	Completed Project
C-22-T-033 Footpath & Kerb First Avenue and Jetty Rd	\$ 201,380	\$ 201,380	\$ -	Completed Project
C-22-T-031 Footpath & Kerb Pennington Drive	\$ 70,700	\$ 70,700	\$ -	Completed project.



GRANT VARIANCE ANALYSIS - 31 May 2022

Grant Details	Budget	Actual	Variance	Comments
GL 2115 Grants Capital - State Grants				
C-22-B-001 Lewisham boat ramp car park toilets	\$ 72,628	\$ 10,775	-\$ 61,853	This is an ongoing project, income recognition under this grant is expected to be completed in the first quarter of 2022/2023. The variance reported is due to project timing.
C-22-BR-005 Marion Bay Bridge Approach	\$ 24,000	\$ 24,000	\$ -	Completed project.
C-21-T-052 Road works Carlton Beach/Tigerhead Rd	\$ 194,800	\$ 205,321	\$ 10,521	Completed project.
	<u>\$ 3,034,740</u>	<u>\$ 3,323,052</u>	<u>\$ 288,312</u>	



14.2 2022-2023 FEES AND CHARGES

RECOMMENDATION

“In accordance with Section 205 of the *Local Government Act 1993* (Tas), the Council hereby makes the following fees and charges for the period commencing on 1 July 2022 and ending on 30 June 2023.”

SCOTT NICOL

ACTING MANAGER, FINANCE

Date: 10 June 2022

Attachments (13 pages)



Sorell Council Fees and Charges

Effective from 1 July 2022

GST is included where applicable

Type of Fee / Charge	Unit	2022/2023 Fees and Charges	GST Applied
ANIMAL MANAGEMENT			

Dog Registrations

All dogs over 6 months must be registered and micro chipped

Early Discount Rate (paid before 31 July 2022)

Guide Dog	per annum	No charge	No charge
Desexed Dog	per annum	\$ 29.50	N
Non-Desexed Dog	per annum	\$ 93.00	N
Concession Rate (one dog only) - Desexed	per annum	\$ 15.50	N
Concession Rate (one dog only) - Non-Desexed	per annum	\$ 47.00	N
Working Dog (which is kept for the purpose of working farm stock)	per annum	\$ 32.00	N
Purebred Dog (must be KCC registered)	per annum	\$ 47.50	N
TGRB Registered Greyhound	per annum	\$ 47.50	N
Dangerous Dog - Desexed	per annum	\$ 93.00	N
Restricted Breed - Desexed	per annum	\$ 29.50	N

Full Rate (paid after 31 July 2022)

Guide Dog	per annum	No charge	No charge
Desexed Dog	per annum	\$ 46.00	N
Non-Desexed Dog	per annum	\$ 109.00	N
Concession Rate (one dog only) - Desexed	per annum	\$ 31.50	N
Concession Rate (one dog only) - Not Desexed	per annum	\$ 62.50	N
Working Dog (which is kept for the purpose of working farm stock)	per annum	\$ 48.00	N
Purebred Dog (must be KCC registered)	per annum	\$ 63.00	N
TGRB Registered Greyhound	per annum	\$ 63.00	N
Dangerous Dog - Desexed	per annum	\$ 109.00	N
Restricted Breed - Desexed	per annum	\$ 46.00	N

Registration Refund Amount for Deceased Dogs

Deceased within 3 months of registration	per dog	75%	N
Deceased after 3 months and within 6 months of date of registration	per dog	50%	N
Deceased after 6 months and within 9 months of date of registration	per dog	25%	N
Deceased after 9 months of date of registration	per dog	No refund	N

Registration Discount for Attendance at Obedience Course

Tasmanian Canine Defence Association accredited certificate to be provided, as evidence that dog has satisfactorily completed the obedience course	one discount per dog per year	50%	N
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Sorell Council Fees and Charges

Effective from 1 July 2022

GST is included where applicable

Type of Fee / Charge	Unit	2022/2023 Fees and Charges	GST Applied
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Kennel License

Application Fee (3 - 5 Dogs)	per application	\$ 134.50	N
Application Fee (more than 5 Dogs)	per application	\$ 223.50	N
Renewal Fee	per annum	\$ 48.50	N

Pound Fees

Impoundment of Dog	per night	\$ 29.00	N
Release Fee from Impound	per impound release	\$ 29.00	N

Other Animal Management Fees

Dangerous/ Restricted Dog Collar	per collar	\$ 61.50	Y
Dangerous/ Restricted Dog Sign	per sign	\$ 71.50	Y
Replacement of Lost Dog Tag	per tag	No charge	No charge
Dog Complaint (formal complaint under the <i>Dog Control Act 2000</i>)	per complaint	\$ 110.00	N
New dog registration after 1 January 2023 pro rata fees until 30 June	per month remaining	Fee linked to licence period	N

FIRE PREVENTION

Fire Hazard Abatement for blocks under 1000m ²	per block	\$ 501.50	Y
Fire Hazard Abatement for blocks from 1000m ² up to 2000m ²	per block	\$ 552.00	Y
Fire Hazard Abatement for blocks over 2000m ²	per hour	\$ 302.00	Y
Abatement Notice	per notice	No charge	No charge

ENVIRONMENT

Environment Protection

Environment Protection Notice under the <i>Environmental Management and Pollution Control Act 1994</i>	per notice	\$ 299.50	N
Gathering evidence and ongoing enforcement of conditions of Abatement Notice or Plumbing Permit	per hour	\$ 96.00	N
Abatement Notice under the <i>Local Government Act 1993</i> (other than for Fire Hazards)	per notice	\$ 299.50	N
Gathering evidence and ongoing enforcement of conditions of Abatement Notice or Plumbing Permit	per hour	\$ 96.00	N

Aerated Waste Water Treatment Systems (AWWTS)

Residential Service Fee - charged if an individual contract has not been signed with an authorised maintenance contractor	per annum	\$ 938.00	N
Commercial Service Fee - charged if an individual contract has not been signed with an authorised maintenance contractor	per annum	Contractor Fee plus 30%	N
Collection of water/ wastewater/ soil samples for monitoring compliance with permit conditions	per request	Cost plus 30%	N



Sorell Council Fees and Charges

Effective from 1 July 2022

GST is included where applicable

Type of Fee / Charge	Unit	2022/2023 Fees and Charges	GST Applied
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HEALTH

Food Business Operations Licences

The fee payable to the Council to accompany an application for registration of a food business under the *Food Act 2003*:

High Risk - P1	per annum	\$ 478.00	N
Medium Risk - P2	per annum	\$ 339.50	N
Low Risk - P3	per annum	\$ 212.50	N

Fee payable for initial application (no annual registration):

Low Risk - P3 Notifiable	per application	\$ 159.50	N
Notifiable - P4	per application	\$ 106.50	N

Food Business Inspection (follow-up of non-compliance)	per inspection	\$ 160.50	N
Late fee if registration is not paid before 31 January 2023	per application	\$ 53.00	N
Large Food Business (>15 food handlers)	per application	Applicable Food Business Operations Risk Classification Fee x 2	N
Environmental Health Officer Occupancy Permit Inspection - Food Premises Form 50	per application	\$ 147.50	N
Environmental Health Officer New Food Business Plan Assessment - Form 49	per application	\$ 147.50	N

Mobile Food Business (Vans & Stalls) Registration

Daily Registration	per day or part thereof	\$ 51.50	N
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Annual Registration Renewals (state-wide):

High Risk - P1	per annum	\$ 478.00	N
Medium Risk - P2	per annum	\$ 339.50	N
Low Risk - P3	per annum	\$ 212.50	N

New Applications Assessment Fee	per annum	\$ 81.00	N
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50% fee reduction will apply for applications received after 31 December 2022

Street Stall Permit Fee

Permit Fee	per month	\$ 87.50	N
	per annum	\$ 588.50	N

Caravan Licences

Licence for the first caravan	per annum	\$ 336.50	N
For subsequent caravans	per annum	\$ 165.50	N



Sorell Council Fees and Charges

Effective from 1 July 2022

GST is included where applicable

Type of Fee / Charge	Unit	2022/2023 Fees and Charges	GST Applied
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Certificate & Licences (Regulatory)

Fees payable under *Public Health Act 1997*:

Application for a Place of Assembly Licence for a Specific Event (maximum fee of \$3,500) (Section 76)	per thousand people or part thereof	\$ 206.00	N
Application for Registration of Premises for a Public Health Risk Activity (Section 96)	per annum	\$ 126.50	N
Application for Licence Public Health Risk Activity (Section 105)	per annum	\$ 57.50	N
Application for Registration of a Regulated System (Section 114)	per annum	\$ 79.00	N
Analysis of Sample of Water from a Private Source or Swimming Pool (Section 131)	per analysis	Cost plus 20%	N
Application for Registration of User or Supplier of Water from Private Source, other than premises registered under the <i>Food Act 2003</i> (Section 134)	per annum	\$ 96.00	N
Water Sampling	per sample	Cost plus 20%	Y/N
Registration of Water Carrier Business (Section 134)	per annum	\$ 96.00	N

Use of Public Places

Fees payable under Public Place By-Law 2015:

Application for Busking (Section 16)	per day	\$ 6.50	N
	per annum	\$ 115.00	N
Application for Dining on Public Reserve (Section 13)	per day	\$ 24.00	N
	per annum	\$ 115.00	N
Application for Public Event (Section 14)	per application	\$ 228.50	N
Application to Erect a Structure (Section 11)	per application	\$ 115.00	N
Application to Conduct a Trade or Commerce (Section 14)	per day	\$ 228.50	N
	per month	\$ 285.00	N
	per annum	\$ 588.50	N
Application for public places permit not otherwise specified above	per application	\$ 57.50	N

Pro rata will apply for applications received after 31 December 2022



Sorell Council Fees and Charges

Effective from 1 July 2022

GST is included where applicable

Type of Fee / Charge	Unit	2022/2023 Fees and Charges	GST Applied
ENGINEERING			

Subdivisions

For the consideration of engineering plans for roadwork, stormwater and drainage works in a subdivision, a fee of 1% of the approved estimated construction costs	minimum fee	\$ 663.50	N
For each inspection required and carried out pursuant to the provisions of applicable By-Laws	per inspection	\$ 285.00	N
Additional Infrastructure Administration Fee (to be charged if developer / applicant wishes to reduce early title bonds as work progresses)	per application	\$ 173.50	N

Standard Requirements For Local Highways

Towing Abandoned Vehicle	per vehicle	\$ 408.50	N
Driveway Inspection and Approval application fee	per inspection	\$ 300.00	N
Extension of Time for Driveway Inspections			
0 - 12 months		\$ 138.50	N
12 - 24 months		\$ 276.00	N

Charges for Private Works

Cost is determined by adding internal labour (inclusive of on-costs), plant hire and materials plus a margin			Y
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BUILDING

Building Permit Fee Class 1

Assessment Fee	per application	\$ 309.00	N
Amended Plans	per application	\$ 225.50	N
Multiple Dwellings	per application + per unit	\$309 + \$71.50 per unit	N
Work Over \$500,000	per application		N

Building Permit Fee Class 2 -9

Assessment Fee	per application	\$ 456.50	N
Work Over \$500,000	per application		N
Amended Plans	per application	\$ 373.00	N

Building Permit Fee Class 10

Assessment Fee	per application	\$ 164.00	N
Amended Plans	per application	\$ 118.00	N

Notifiable Building Work

Class 1	per notification	\$ 147.50	N
Class 2-9	per notification	\$ 147.50	N
Class 10	per notification	\$ 114.00	N
Amended Plans	per notification	\$ 82.00	N

Demolition Fees

Demolition Permit Class 1-10	per application	\$ 212.50	N
Demolition Notifiable Work 1-10	per notification	\$ 147.50	N



Sorell Council Fees and Charges

Effective from 1 July 2022

GST is included where applicable

Type of Fee / Charge	Unit	2022/2023 Fees and Charges	GST Applied
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Permit of Substantial Compliance

Fee when building order issued before 1 July 2019	per application	\$ 558.00	N
Fees when building order issued on or after 1 July 2019:			
If application is within 6 months of order issue date	per application	\$ 558.00	N
If application is 6 -12 months of order issue date	per application	\$ 1,061.00	N
If application is over 12 months of order issue date	per application	\$ 2,122.00	N

Other Building Fees

Certificate of Completion Fee (Building or Demolition work)	per certificate	\$ 112.00	N
Issue Building Notice or Order	per issue	\$ 172.50	N
Non Compliance with a Building or Plumbing Order -Monitoring Fee	per hour	\$ 90.00	N
Extension of Time (Building or Demolition Permit):			
0 - 12 months		\$ 138.50	N
12 - 24 months		\$ 276.00	N
Building Certificate Fee	per application	\$ 558.00	N
Refund of Fees for Application withdrawn prior to Determination (refer to Sorell Council's Fee Refund and Remission Policy)	per application	50% of application fee	N
Information Request - Request for Plans	per request	\$ 36.50	Y
Building & Construction Industry Training Levy 0.2% of the cost of works over \$20,000 (collected for BCITB)	per application	0.2% of estimated cost of works	N
Building Administration Fee 0.1% of the cost of works over \$20,000 (collected for the Department of Justice)	per application	0.1% of estimated cost of works	N
Additional Statutory Inspection Fees (Council Building Surveyor)	per inspection	\$ 196.50	Y/N
Obtain Consent to Building on Existing Drain or within 1 meter of Existing Drain (Section 73)	per application	\$ 90.50	N
Service Easement Consent (Section 74)	per application	\$ 90.50	N

Infrastructure Protection Bond

Footpath, Kerb & Channelling, and Stormwater - Refundable at completion of building works if infrastructure not damaged	per application	\$ 3,000.00	N
Kerb & Channelling, and Stormwater - Refundable at completion of building works if infrastructure not damaged	per application	\$ 2,000.00	N
Infrastructure bond fee to be charged if builder has 5 or more concurrent building applications - Refundable at end of financial year if infrastructure not damaged.	per annum	\$ 9,000.00	N
Bond Establishment Fee - Non-refundable	per application	\$ 250.00	N



Sorell Council Fees and Charges

Effective from 1 July 2022

GST is included where applicable

Type of Fee / Charge	Unit	2022/2023 Fees and Charges	GST Applied
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PLUMBING & DRAINAGE

Plumbing Inspection by Authorised Officer:

First 3 inspections	per application	\$ 579.50	N
Fourth and subsequent inspections, including Expired Permit Inspections	per application	\$ 201.00	N
Multiple Dwelling Inspection	per unit	\$ 401.50	N
Plumbing Permit Fee	per application	\$ 57.50	N
Assessment Certificate of Likely Compliance (Notifiable and Permit Work) - Class 1 and Class 10	per application	\$ 262.50	N
Assessment Certificate of Likely Compliance (Notifiable and Permit Work) - Class 2 - 9	per application	\$262.50 + \$23 per \$100.00	N
Retrospective Plumbing Work	per application	\$ 310.50	N

On-Site Wastewater Management System (OWMS) Assessment Certificate of Likely Compliance / Notifiable and Permit Work:

Class 1, 2 or 10	per application	\$ 473.00	N
Class 3-9	per application	\$ 949.50	N
Waterless Toilet Only (Composting Toilets)	per application	\$ 228.50	N

Other Plumbing Fees :

Certificate of Completion Fee (Plumbing Work)	per application	\$ 112.00	N
Plumbing Inspection Direction	per application	\$ 57.50	N
Plumbing Notice or Plumbing Order	per application	\$ 172.50	N
Start Work Notice (Authorisation)	per application	\$ 24.00	N
Extension of Time (Plumbing Permit or CLC):			
0 - 12 months		\$ 138.50	N
12 - 24 months		\$ 276.00	N
Amended Plan Fee (Certificate of Likely Compliance / Plumbing Permit)	per application	\$ 92.00	N

TOWN PLANNING

Subdivision Planning Fees

For the consideration of a plan of subdivision other than stratum title subdivision:

Base Fee	per application	\$ 580.00	N
(i) Plus per lot fee	per lot	\$ 191.00	N
(ii) Plus Public Notification Fee	per application	\$ 362.50	N
Boundary Adjustment or Reorganisation of Boundaries - no new lots created	per application	\$ 546.50	N
(i) Plus Public Notification Fee	per application	\$ 362.50	N
Minor Boundary Adjustment (Clause 9.3.1) - permitted	per application	\$ 424.50	N
Request for Amendment of Sealed Plan	per application	\$ 424.50	N
A Hearing to Amend a Sealed Plan, if required	per application	\$ 1,034.50	N
Adhesion Order or Discharge including Sealing	per application	\$ 345.50	N
Sealing of Final Plans	per application	\$ 352.00	N
(i) Plus each Additional Lot, including Balance Lot	per lot	\$ 50.50	N
Subdivision Officer Inspection	per application	\$186 per Officer	N



Sorell Council Fees and Charges			
Effective from 1 July 2022			
GST is included where applicable			
Type of Fee / Charge	Unit	2022/2023 Fees and Charges	GST Applied
Development/ Use Fees			
Review of Application Lodged as Exempt/ No Permit Required	per application	\$ 127.50	N
Permitted Application (Residential Single Dwelling) - Section 58	per application	\$ 265.50	N
Other Permitted Application- together with a further fee based on the estimated value	per application	\$451.50+ Other Use and or Development Estimated Value (EV) EV: \$0 to \$75,000 \$549.00 EV: \$75,001-\$1,000,000 \$854.00 EV: \$1,000,001-\$2,000,000 \$1,759.50 EV: \$2,000,001-\$3,500,000 \$3,744.00 EV: \$3,500,001-\$5,000,000 \$7,376.00 EV: \$5,000,001-\$10,000,000 \$15,007.5 EV: Over \$10,000,000 \$22,770.00	N
Discretionary Application (Residential Single Dwelling) - Section 57	per application	\$ 563.00	N
(i) Plus Public Notification Fee	per application	\$ 362.50	N
Other Discretionary Application - together with a further fee based on the estimated value	per application	\$610.50+ Other Use and or Development Estimated Value (EV) EV: \$0 to \$75,000 \$549.00 EV: \$75,001-\$1,000,000 \$854.00 EV: \$1,000,001-\$2,000,000 \$1,759.50 EV: \$2,000,001-\$3,500,000 \$3,726.00 EV: \$3,500,001-\$5,000,000 \$7,504.00 EV: \$5,000,001-\$10,000,000 \$15,007.50 EV: Over \$10,000,000 \$22,770.00	N
(i) Plus Public Notification Fee	per application	\$ 362.50	N
Minor Amendment - Permitted (Section 56)	per application	\$ 292.00	N
Minor Amendment - Discretionary (Section 56)	per application	\$ 409.00	N
Signage - Permitted	per application	\$ 292.00	N
Signage - Discretionary	per application	\$ 563.00	N
(i) Plus Public Notification Fee	per application	\$ 362.50	N
Application Seeking to Authorise Non-Approved Use or Development	per application	Fees applicable are double application fees plus where applicable Public Notification Fee	N
Extension of Time Fee	per application	\$ 186.00	N
Strata Title for Units	per application	\$ 303.00	N
(i) Plus each Unit	per unit	\$ 117.00	N
Strata Title Officer Inspection	per application	\$186 per Officer	N
Level 2 Activity Section 57 of Environmental Management & Pollution Control Act 1994 - together with a further fee of 0.1% of the estimated cost of the proposed development.	per application	\$ 1,133.50	N
Part 5 Agreement Assessment including Sealing, Amendment or Ending Agreement (Section 71)	per application	\$ 199.00	N



Sorell Council Fees and Charges

Effective from 1 July 2022

GST is included where applicable

Type of Fee / Charge	Unit	2022/2023 Fees and Charges	GST Applied
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Development/ Use Fees - Other

Planning Scheme Amendment Fee	per application	\$7,245 + Applicable Development Application Fee	N
Request to seek amendment to the Southern Tasmanian Regional Land Use Strategy	per request	\$7,280 + costs of third party reports	N
Minor Amendment -to Permit Approved as part of a Planning Scheme Amendment	per application	\$ 497.00	N
Cash in Lieu of Providing Car Parking Space on Development	per space	\$ 7,762.50	N
Refund of Fees for Application withdrawn prior to Determination	per application	20% of Base Fee (Refund of Public Notification Fee if not advertised)	N
Re-advertising fee if due to changes to application by applicant	per application	\$ 362.50	N

RESERVES

If the facility is used without a booking a penalty fee of \$25 will be charged

Pembroke Park

Senior / Junior Oval	per day	\$ 260.50	Y
	per hour	\$ 33.50	Y
Cricket Nets	per day	\$ 58.50	Y
	per hour	\$ 8.50	Y
Soccer Pitch	per day	\$ 284.50	Y
	per hour	\$ 39.00	Y
Netball Court (per court)	per day	\$ 58.50	Y
	per hour	\$ 8.50	Y
PCYC Shed	per day	\$ 82.50	Y
	per hour	\$ 12.00	Y
Event	per day	\$ 353.50	Y

Pembroke Park - Lighting

Pembroke Park lighting charges are additional to ground hire (applies for all winter season bookings from 5.00 pm and all summer season bookings from 8.30 pm)

Senior Oval	per hour	\$ 34.00	Y
Senior Oval - Professional Competition	per hour	\$ 67.50	Y
Junior Oval	per hour	\$ 34.00	Y
Soccer Pitches (6 Towers)	per hour	\$ 34.00	Y
Soccer Pitches (3 Towers)	per hour	\$ 17.50	Y
Soccer Pitches (1 Tower)	per hour	\$ 8.50	Y
Netball Courts (8 Towers)	per hour	\$ 44.00	Y
Netball Courts (4 Towers)	per hour	\$ 22.50	Y
Netball Courts (2 Towers, 2 Globes)	per hour	\$ 12.00	Y



Sorell Council Fees and Charges

Effective from 1 July 2022

GST is included where applicable

Type of Fee / Charge	Unit	2022/2023 Fees and Charges	GST Applied
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Dodges Ferry Oval

Oval	per day	\$ 143.00	Y
	per hour	\$ 21.00	Y
Cricket Nets	per hour	\$ 8.50	Y

Recreation Vehicle Short Term Parking

First 24 hours (overnight)		\$ 10.00	Y
Up to 5 nights flat fee		\$ 30.00	Y

HALL COMMITTEE CHARGES

A 20% discount will apply to local community organisations using a facility on a permanent basis (fortnightly or greater use). This reduction will be based on organisations completing a Permanent Use Hire Agreement and being invoiced on a monthly basis.

All trading/commercial/government/business use will be charged an additional 25% on top of normal hire rates

If the facility is used without a booking, no discounts will apply and a penalty fee of \$25 will be charged

Committee Managed Halls

Committee Managed Hall Bonds

Hall Use (Functions/ Kitchen/ Theatre Light & Sound)	per event / hirer	\$ 584.00	N
Recreation Ground/ Club Rooms	per event / hirer	\$ 584.00	N

Copping Hall & Reserves

Hire of Hall - Full Day	per day	\$ 102.00	Y
Hire of Hall - per Hour	per hour	\$ 13.00	Y
Use Change Rooms	per day	\$ 48.50	Y
Use of Oval and Change Rooms	per day	\$ 94.00	Y

Function Package

The Function Package includes:

Hall and kitchen	per function		Y
Tables and chairs			
Table place settings - crockery, cutlery, glasses and tea/coffee cups		\$ 254.50	
Access to hall for set-up available 24 hours prior to function			



Sorell Council Fees and Charges

Effective from 1 July 2022

GST is included where applicable

Type of Fee / Charge	Unit	2022/2023 Fees and Charges	GST Applied
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Dunalley Hall

Main Hall & Reception Area (not including theatre lights and sound)	per day	\$ 218.00	Y
	per hour	\$ 25.50	Y
Main Hall, Reception and Kitchen (not including theatre light and sound)	per day (8hrs & over)	\$ 327.00	Y
	per hour	\$ 49.50	Y
Reception Area	per day	\$ 71.00	Y
	per hour	\$ 14.50	Y
Kitchen - Commercial Use	per day	\$ 653.00	Y
	per hour	\$ 82.00	Y
Kitchen - Community Use	per day	\$ 174.50	Y
	per hour	\$ 28.50	Y
Meeting Room, including Servery (Meeting Room, Green Room, RSL Room)	per day	\$ 71.00	Y
	per hour	\$ 14.50	Y
Production / Event Rehearsal / Set Up (includes light and sound, excludes kitchen use)	per event	\$ 800.00	Y
	per day	\$ 272.50	Y
	per hour	\$ 33.00	Y
Light & Sound Use	per day	\$ 60.50	Y

Function Package

The Function Package includes:

Hall and Kitchen	per function		Y
Tables and Chairs			
Table and Chair Settings - table cloths, chair cloths, crockery, cutlery, glasses and tea/coffee cups		\$ 1,591.50	
Access to Hall for set-up 24 hour prior to function			
Audio			

Recreation Ground

Recreation Ground Only	per day	\$ 82.00	Y
Recreation Ground and Club Rooms	per day	\$ 131.00	Y
Recreation Ground, Club Rooms and Kitchen	per day	\$ 174.50	Y

Cemetery Fees

Cemetery Fees - Copping & Dunalley

Single Depth Plot	per plot	\$ 1,700.00	Y
Double Depth Plot	per plot	\$ 1,850.00	Y
Second Internment	per plot	\$ 1,500.00	Y
Gravesite Reservation	per plot	\$ 517.50	Y
Columbarium Wall Reservation	per placement reservation	\$ 255.00	Y
Columbarium Wall - Placement of Ashes	each	\$ 525.00	Y



Sorell Council Fees and Charges

Effective from 1 July 2022

GST is included where applicable

Type of Fee / Charge	Unit	2022/2023 Fees and Charges	GST Applied
Council Managed Halls			

Council Managed Hall Bonds

Hall Use (Functions/ Kitchen/ Theatre Light & Sound)	per event / hirer	\$ 584.00	N
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Sorell Memorial Hall

Hall Rental - Casual	per hour	\$ 25.50	Y
	per day	\$ 199.50	Y
Supper Room	per hour	\$ 14.00	Y
	per day	\$ 105.50	Y
Kitchen	per hour	\$ 28.50	Y
	per day	\$ 235.00	Y
Hall and Supper Room	per hour	\$ 35.00	Y
	per day	\$ 270.00	Y
Hall, Supper Room and Kitchen	per day	\$ 457.00	Y
Event/ Function Use	per day	\$ 586.50	Y
Light and Sound Use	per day	\$ 58.50	Y
Meeting Room	per hour	\$ 12.00	Y
	per day	\$ 71.00	Y
Hall and Grounds	per day	\$ 586.50	Y
External Toilets and Grounds	per day	\$ 117.50	Y

Dodges Ferry Community Recreation Centre

Gymnasium	per hour	\$ 26.50	Y
	per day	\$ 199.00	Y
Event/ Function Use	per hour	\$ 32.00	Y
	per day	\$ 257.50	Y
Kiosk	per hour	\$ 23.50	Y
	per day	\$ 176.50	Y

Midway Point Hall Committee

Hall, Kitchen & Meeting Room	per hour	\$ 13.00	Y
	per day	\$ 102.00	Y



Sorell Council Fees and Charges

Effective from 1 July 2022

GST is included where applicable

Type of Fee / Charge	Unit	2022/2023 Fees and Charges	GST Applied
ADMINISTRATION			

Interest Penalty

Penalty on overdue instalment	per instalment	8.50%	N
Interest on over due amounts	applied daily, per annum rate	3.00%	N
Interest on Sundry Debtors	per annum rate	3.00%	N

Bank Fees

Dishonoured Direct Debit Fee	per dishonour	\$ 7.50	Y
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General Services

Printing - Council Agenda	per copy	\$ 3.00	Y
Printing - A4	per page	\$ 0.10	Y
Printing - A3	per page	\$ 0.30	Y

Hire of Council owned buildings other than halls

Meeting room rates are available upon request and are dependent upon the size of the facility and any associated equipment requirements.



Stadium Fees and Charges

Effective from 1 July 2022

GST included in all charges

Stadium - Indoor Courts				
Booking Space	Rate Unit	Casual User Rate *	Regular User Rate **	Anchor tenant Rate ***
Single Court - Netball / Basketball Weekdays from 06:00h to 17:00h	Per hour	\$65.00	\$55.00	\$35.00
Single Court - Netball / Basketball Weekdays 17:00h to 22:00h / Weekends all day	Per hour			\$45.00
Double Court - Netball / Basketball Weekdays from 06:00h to 17:00h	Per hour	\$120.00	\$100.00	\$60.00
Double Court - Netball / Basketball Weekdays 17:00h to 22:00h / Weekends all day	Per hour			\$80.00
Showcase Court - Netball / Basketball Up to 4h event	Per event	\$500.00	\$350.00	\$200.00
Showcase Court - Netball / Basketball All day event	Per event	\$800.00	\$600.00	\$400.00
All trading/commercial/government/business use will be charged an additional 25% on top of normal hire rates				
Stadium - Other Facilities				
Booking Space	Rate Unit	Casual Rate *	Regular Rate **	Anchor tenant Rate ***
Half Function Room / Meeting space (Capacity: 60 people)	Per hour	\$30.00	\$25.00	See package for anchor tenant clubs
Full Function Room (Capacity: 120 people)	Per hour	\$50.00	\$40.00	
Full Function Room (Capacity: 120 people) Up to 4h event	Per event	\$200.00	\$150.00	
Full Function Room (Capacity: 120 people) All day event	Per event	\$400.00	\$300.00	
Office Space (15sqm) - Shared	Per annum	N/A	N/A	
Storage Space	Per annum	N/A	N/A	
Office Space (15sqm) - Full - Lease Fee	Per annum	\$3,862.50		
Anchor Tenant Package				
Booking Space	Rate Unit	Rate	Notes	
Half Function Room / Meeting space (Capacity: 60 people)	Per annum	\$1,500.00	Function room and meeting space is subject to bookings and availability	
Full Function Room (Capacity: 120 people)				
Office Space (15sqm) - Shared				
Storage Space				

* **Casual user:** Users booking facilities in a casual non repeated basis

** **Regular user:** Sport clubs and community organisations booking facilities on a weekly/monthly regular basis.

*** **Anchor tenant:** SENA, SEBA and SEUFC

If interested to become an anchor tenant club or organisation, please contact Sorell Council.



15.0 QUESTIONS FROM THE PUBLIC

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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.

15.1 QUESTION ON NOTICE

At the Council meeting of 17 May 2022 Sharon Fotheringham sought confirmation on the percentage of Leave of Absence taken by Councillor De Williams for the elected period.

Response:

Councillor De Williams has been granted approval for 95 weeks Leave of Absence in the elected period. The elected period has been 186 weeks until the end of May 2022. This being the case, Councillor De Williams has been on approved Leave of Absence for 51.07% of the elected period.



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

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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 17 May 2022 – <i>Regulation 34(3)</i>
16.2	Disclosure of confidential information – <i>Regulation 15(8)</i>
16.3	Southern Tasmanian Regional Waste Authority – Establishment of a Joint Authority – <i>Regulation 15(2)(b)</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 - 16.3 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 17 MAY 2022

RECOMMENDATION

“That the Closed Minutes of the Council Meeting held on 17th May 2022 be confirmed.”

16.2 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION

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RECOMMENDATION

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



16.3 SOUTHERN TASMANIAN REGIONAL WASTE AUTHORITY –
ESTABLISHMENT OF A JOINT AUTHORITY



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
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
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
STCA	Southern Tasmanian Councils Association
SWSA	Southern Waste Strategy Association
SWS	Southern Waste Solutions
TCF	Tasmanian Community Fund
TOR	Terms of Reference

