



COUNCIL AGENDA

18 OCTOBER 2022

COUNCIL CHAMBERS

COMMUNITY ADMINISTRATION CENTRE (CAC)

NOTICE OF MEETING

Notice is hereby given that the next meeting of the Sorell Council will be held at the Community Administration Centre (CAC), 47 Cole Street, Sorell on Tuesday, 18 October 2022 commencing at 6.00 pm.

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

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

Council or a Council Committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless –

- (a) the General Manager certifies, in writing –
 - (i) that such advice was obtained; and
 - (ii) that the General Manager took the advice into account in providing general advice to the Council or Council Committee; and
- (b) a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the Council or Council Committee with the General Manager's certificate.

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

ROBERT HIGGINS
GENERAL MANAGER
13 OCTOBER 2022



AGENDA

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

TABLE OF CONTENTS

| | | |
|------|--|-----|
| 1.0 | ATTENDANCE | 1 |
| 2.0 | APOLOGIES | 1 |
| 3.0 | DECLARATIONS OF PECUNIARY INTEREST | 1 |
| 4.0 | CONFIRMATION OF THE MINUTES OF 20 SEPTEMBER 2022 | 1 |
| 5.0 | MAYOR'S REPORT | 1 |
| 6.0 | SUPPLEMENTARY ITEMS | 2 |
| 7.0 | COUNCIL WORKSHOPS REPORT | 2 |
| 8.0 | DEPARTMENTAL REPORTS | 3 |
| 8.1 | GOVERNANCE – ROBERT HIGGINS, GENERAL MANAGER | 3 |
| 8.2 | ENGINEERING & REGULATORY SERVICES – RUSSELL FOX, MANAGER | 3 |
| 8.3 | HUMAN RESOURCES, CUSTOMER & COMMUNITY SERVICES – JESS HINCHEN, MANAGER | 25 |
| 8.4 | FINANCE – SCOTT NICOL, ACTING MANAGER | 37 |
| 9.0 | PETITIONS | 40 |
| 10.0 | LAND USE PLANNING | 40 |
| 10.1 | DEVELOPMENT ASSESSMENT SPECIAL COMMITTEE MINUTES | 40 |
| 11.0 | GOVERNANCE | 40 |
| 12.0 | ENGINEERING & REGULATORY SERVICES | 40 |
| 12.1 | NOTICE OF INTENTION – NEW ENVIRONMENTAL HEALTH BY-LAW 2023 | 40 |
| 13.0 | HR & COMMUNITY SERVICES | 66 |
| 13.1 | COMMUNITY GRANTS PROGRAM | 66 |
| 14.0 | FINANCE | 68 |
| 14.1 | EXECUTIVE SUMMARY – FINANCIAL REPORT SEPTEMBER 2022 YTD | 68 |
| 15.0 | QUESTIONS FROM THE PUBLIC | 98 |
| 16.0 | CLOSED MEETING | 100 |
| 16.1 | CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 20 SEPTEMBER 2022 | 100 |
| 16.2 | AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION | 100 |
| 16.3 | RESEAL PROGRAM 2022-2023 | 101 |
| 17.0 | ACRONYMNS | 102 |

1.0 ATTENDANCE

^

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

2.0 APOLOGIES

3.0 DECLARATIONS OF PECUNIARY INTEREST

4.0 CONFIRMATION OF THE MINUTES OF 20 SEPTEMBER 2022

^

RECOMMENDATION

“That the Minutes of the Council Meeting held on 20th September 2022 be confirmed.”

5.0 MAYOR’S REPORT

^

RECOMMENDATION

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

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

- Attended Council workshops and DASC meetings as required.
- Twice weekly catch ups with BEST.
- Attended Men’s Breakfast.
- Spoke at the Neighbourhood House state conference.
- Did PR with Dazza the dog.
- Attended Suns netball dinner.
- Met with representers with concerns of youth activity at the park and ride.
- Met with Senator Tyrell.
- Attended STCA Mayor forum.
- Attended STCA General meeting Geeveston.



- Met with residents re: an Indoor skate arena.
- Met with Carlton Post House developer.
- Worked on various Copping Authority functions.
- BEST payroll and expenses.
- Regular discussions with Brian Mitchell, Jane Howlett and John Tucker.
- Attended youth pop up BBQ with SE Salvos.
- Met with Architect Jonathan Blood.
- Attended several Seniors Week functions x 3.

6.0 SUPPLEMENTARY ITEMS

^

RECOMMENDATION

“That the Council resolve by absolute majority to deal with any supplementary items not appearing on the agenda, as reported by the General Manager in accordance with the *Local Government (Meeting Procedures) Regulations 2015*.”

In accordance with the requirements of Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2015*, the Council by absolute majority may approve the consideration of a matter not appearing on the agenda, where the General Manager has reported:

- 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

^

The following Council Workshops were held:

| Date | Purpose | Councillor Attendance | Councillor Apologies |
|--|---|--|--|
| 4 th & 11 th Oct | <ul style="list-style-type: none"> • Dog Management Plan review • Blue Lagoon SW project • Community Grants x 3 • Unpaid rates matter and sale process • Wiggins Rd update • Sweetwater Estate remaining POS lot development situation • Dunalley Hall • Sorell post-bypass consultant report recommendations - 11th Oct | <ul style="list-style-type: none"> • Vincent, Reynolds, Reed, Jackson, Torenus, Nichols, Gala | <ul style="list-style-type: none"> • DeGrassi – 4th and 11th • Nichols - 11th |



8.0 DEPARTMENTAL REPORTS

^

RECOMMENDATION

“That the Departmental reports as listed be received.”

8.1 GOVERNANCE – ROBERT HIGGINS, GENERAL MANAGER

- Met with Communities Sport & Rec Manager and Senior Staff member with RF and JH re: Pembroke Park Stadium funding and general Sorell matters discussion – 21st Sep.
- Meeting with RF, architect and structural engineer re: Stadium F55 certification issues – 26th Sep.
- Staff meeting on Blue Lagoon SW projects – 26th Sep.
- Met with new SES Regional Manager to discuss ES Hub, funding contribution and MOU review – 28th Sep.
- Stadium contract meeting on EOT claim with RF and superintendent – 29th Sep.
- Attended meeting with CCC, KCC, GCC and Brighton GM’s – 30th Sep.
- Meeting with DST, Stacey Gadd and Oliver Strickland re: MOU – 30th Sep.
- Meeting with GHD, proponents and Oliver Strickland re: SE MTB project and BBRF funded Strategy development – 30th Sep.
- Attended finance software update project meeting with SN re: new go-live date – 4th Oct.
- Meeting with Jo Cooper and Dodges Ferry beach boatshed owner re: proposed Council licence – 10th Oct.
- Various NHVR permit requests meeting with interim NHVR permit administrator (Julie Mann) – 12th Oct
- Meeting with investment group re: various potential development sites – 13th Oct.
- Staff meetings, SMT meetings, workshops and DASC meetings.

8.2 ENGINEERING & REGULATORY SERVICES – RUSSELL FOX, MANAGER

With the continuation of regular rainfall events some of Council’s rural sealed roads are failing in a number of locations. The sealed sections of Nugent Road and Brinktop Road, between Bakers Road and Penna Road need significant patching as do a number of other roads. Preparation of all the roads to be resealed also needs to be completed ahead of the resealing contractor.



The re-sheeting program to be undertaken by State Wide Earthworks will commence next month. This program will continue well into the first quarter of next calendar year.

The replacement Shark Point Road bridge is now in operation.

The Tasmanian Planning Commission is still to provide their decision on Council's LPS submission despite the hearings being finalised several months ago.

Meetings attended include:

- With GM and Manager HR, CBS & CS and Sport and Recreation representatives to discuss progress with the Pembroke stadium.
- Meeting with GM, Vos Constructions and superintendent to discuss stadium contract.
- Met with property owners in Valley View Close and Project Engineer – Stormwater to discuss potential stormwater detention basin site.
- Meeting with Manager Regulatory Services and Veolia to discuss extension of garbage and kerbside recycling contract.

Shayla Nowakowski / Emma Smith

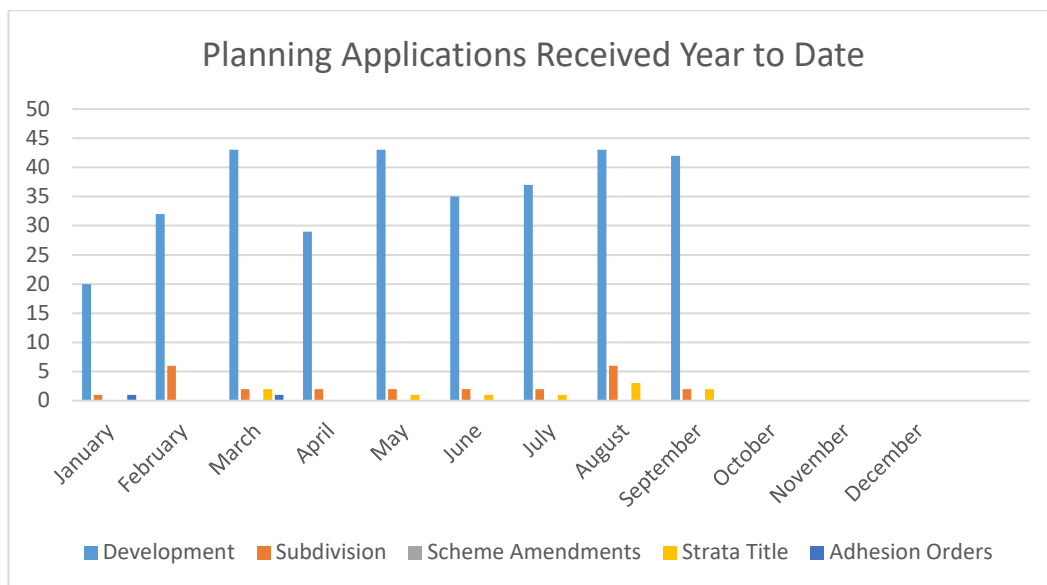
During the month of September 2022, the following requests to waive fees were considered.

| Project: | Name & Address: | Fees Waived: |
|---------------------------|---|--------------|
| Planning: | 5.2022.101.2 Minor Amendment to Change Hours of Operation – 11 Arthur Street, Sorell (Sports Stadium) | \$409.00 |
| Building/Plumbing: | Nil | |

PLANNING – Shayla Nowakowski

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





DELEGATED AUTHORITY – Jenny Richmond

During the month of September 2022, a total of 35 Planning Approvals/Permits/Exemptions have been issued including:

| | |
|----|---|
| 5 | Applications approved as Permitted Development; issued under delegated authority. |
| 3 | Application presented as Permitted Development for Council consideration at DASC Meeting held on 6 th & 20 th September 2022. |
| 2 | 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. |
| 20 | Applications approved as Discretionary Developments; issued under delegated authority. |
| 1 | Applications presented as Discretionary Developments for Council consideration at DASC Meeting 20 September 2022. |

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

| Description | Application Type | Address | Value |
|---|------------------|--------------------------------|--------------|
| Residential - Dwelling | Discretionary | 4 Gypsy Place, Primrose Sands | \$200,000.00 |
| Cubby/Bunk House (As Constructed) | Discretionary | 12 Return Street, Dodges Ferry | \$8,000.00 |
| Minor Amendment - Changes to Parking Spaces | Permitted | 6 Gordon Street, Sorell | \$0.00 |



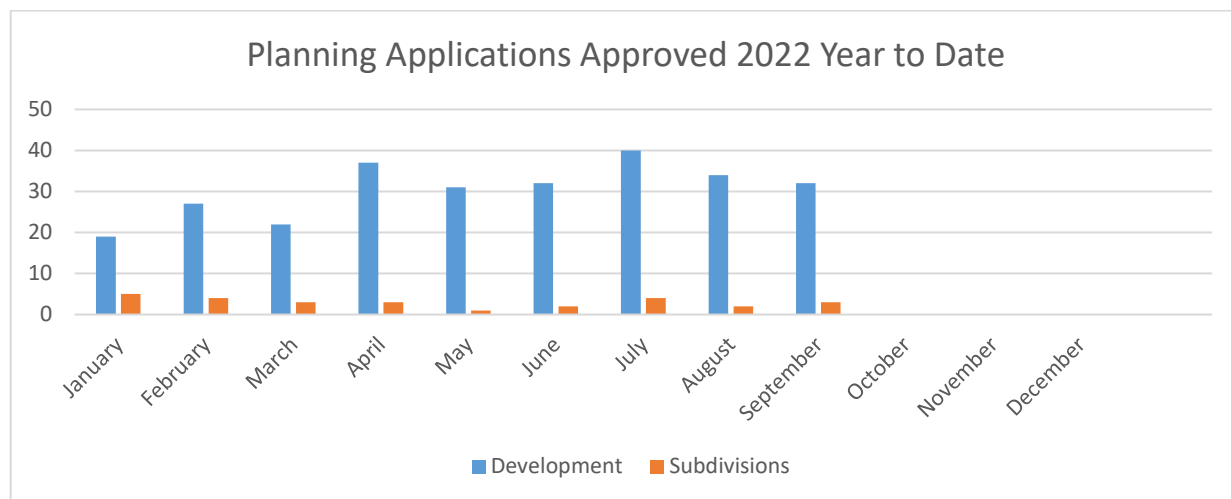
| | | | |
|---|-----------------------|---|--------------|
| Residential - Outbuilding (Garage) | Discretionary | 3 Albert Court, Dodges Ferry | \$25,000.00 |
| Residential - Dwelling & Outbuilding (Garage/Shed) | Discretionary | 52 Linden Road, Primrose Sands | \$180,000.00 |
| Residential - Additions to Dwelling | Discretionary | 30 Elise Drive, Dodges Ferry | \$0.00 |
| Strata Title x 8 | Permitted | 12 Tarbook Court, Sorell | \$0.00 |
| Residential - Additions & Alterations to Dwelling | Discretionary | 16 Gully Road, Dodges Ferry | \$80,000.00 |
| Residential - Dwelling | Discretionary | 79 Grevillea Street, Primrose Sands | \$173,000.00 |
| Strata Title x 4 Units | Permitted | 1 Taylor Drive, Sorell | \$0.00 |
| Residential - Alterations & Additions to Dwelling & New Carport | Discretionary | 10 Kuneamee Street, Dodges Ferry | \$200,000.00 |
| Residential - Dwelling & Ancillary Dwelling | Discretionary | 406 Wielangta Road, Bream Creek | \$700,000.00 |
| Residential - Dwelling & Ancillary Dwelling | Discretionary | 129 Weston Hill Road, Sorell | \$450,000.00 |
| Minor Amendment Section 56 - Relocation of Outbuilding | Discretionary | 621 Shark Point Road, Penna | \$0.00 |
| Residential - Dwelling & Outbuilding | Discretionary | 32 Goodford Lane, Orierton | \$850,000.00 |
| Residential - Outbuilding | Discretionary | 79 Arthur Highway, Dunalley | \$0.00 |
| Residential - Multiple Dwellings x2 | Discretionary | 3 Fairmont Lane, Sorell | \$500,000.00 |
| Visitor Accommodation (Bed & Breakfast) | No Permit Required | 40 Sandpiper Drive, Midway Point | \$588,000.00 |
| Minor Amendment Section 56 - Extension of Hours of Operation at Gymnasium | Permitted (DASC 20/9) | 11 Arthur Street, Sorell | \$0.00 |
| Addition to community building (two awnings) | Permitted (DASC 20/9) | 32 Hoffman Street, Midway Point | \$52,809.00 |
| Minor Amendment Section 56 - Changes to Floor Plan & Relocation of Outbuilding (CT132276/1) | Permitted (DASC 20/9) | 406 Kellevie Road, Kellevie | \$0.00 |
| Residential - Dwelling | Discretionary | 646 Primrose Sands Road, Primrose Sands | \$450,000.00 |
| Residential - Additions & Alterations to Dwelling | No Permit Required | 29 Raynors Road, Midway Point | \$215,000.00 |
| Residential - Outbuilding | Discretionary | 39 Delmore Road, Forcett | \$91,800.00 |
| Residential - Dwelling & Outbuilding (shed) (CT183294-219) | No Permit Required | 22 Fishburn Way, Sorell (CT183294-219) | \$280,410.00 |
| Residential - Awning to rear of building | No Permit Required | U3 5 Bluebell Close, Sorell | \$8,831.00 |



| | | | |
|---|--------------------------|--|-----------------------|
| Signage | Discretionary | 3 Pelham Street, Sorell | \$0.00 |
| Residential - Multiple Dwellings x 2 (One Existing) | Discretionary | 32 Gatehouse Drive, Sorell | \$397,600.00 |
| Resource Development - Additions to Farm Shed | Discretionary | Woods Road, Kellevie (CT 245357/1, south of 165 Woods Road) | \$25,000.00 |
| Residential - Outbuilding | Discretionary | 164 Orielton Road, Orielton | \$10,000.00 |
| Strata Title x 2 Units | Permitted | 1 Harback Court, Midway Point | \$0.00 |
| Strata Title x 2 Units | Permitted | 17 Stanford Court, Sorell | \$0.00 |
| 1 Lot Subdivision & Balance | Discretionary (DASC 6/9) | 26 Pendell Drive, Forcett | \$0.00 |
| 1 Lot Subdivision & Balance | Discretionary | 786 Primrose Sands Road, Primrose Sands | \$0.00 |
| Minor Boundary Adjustment under Clause 9.3 | Permitted | (Part Of) 165 Woods Rd, Kellevie & Woods Rd, Kellevie (CT26364/1 & CT245357/1) | \$0.00 |
| | | | \$5,485,450.00 |

Analysis of planning permits issued year to date including September 2022 – Shayla Nowakowski

Planning Applications approved year to date including September 2022.



DEVELOPMENT ASSESSMENT SPECIAL COMMITTEE – Shane Wells, Senior Planner

Council's Development Assessment Special Committee (DASC) met on 6 September 2022 and 20 September 2022. The following items were determined:

- 7.2022.18 - one lot subdivision at 26 Pendall Drive, Forcett.



- 5.2022.36 - minor amendment to dwelling and outbuilding at 406 Kellevie Road, Kellevie.
- 5.2022.101 - minor amendment for operating hours at the South East Sports Centre, 11 Arthur Street, Sorell.
- 5.2022.246 - addition of two awnings to Midway Point Neighbourhood House at 32 Hoffman Street, Midway Point.

APPEALS – Shane Wells, Senior Planner

Action has commenced before the Supreme Court regarding the Tasmanian Planning Commissions refusal to a land rezoning off Baudin's Road, Carlton Beach.

The appeal against the granting of a minor amendment at 394 Arthur Highway (Iron Creek Farm Stay) may now be resolved through mediation with a number of matters being negotiated by the parties.

The appeal against the granting of a minor amendment 8 Simmons Lane, Primrose Sands is now withdrawn. Costs incurred by Council relate to staff time.

STRATEGIC PLANNING – Caroline Lindus / Shane Wells, Senior Planner

A rezoning on the Tasman Highway at Midway Point associated with a future park and ride facility has been submitted to Council with further information requested of the applicant. Council has supported the rezoning through the LPS process, by way of a representation. This representation has been endorsed through a Council workshop on 10 August 2021.

A decision on the Local Provisions Schedule (LPS) has not yet been received. The expected mid-August 2022 timeframe has passed and there is some uncertainty as to when a decision will be made. It is understood that the assessment of the LPS is largely complete but a decision has not been made as the delegates are attending hearings in other parts of the State.

When a decision is eventually received on the LPS, that decision will consist of a series of changes that are to be made to the maps and/or text. Within seven days of the decision, the Tasmanian Planning Scheme – Sorell will take effect for all new applications, notwithstanding the fact that the necessary changes will not yet been made and there is no actual new scheme publicly available on LISTmap or Iplan.

The decision may also include directions to initiate amendments to the Tasmanian Planning Scheme – Sorell to address any substantial changes that the TPC consider should be made but cannot without re-exhibition and further consultation.

All valid applications lodged under the interim scheme will be assessed against the interim scheme.



REMPAN have been engaged as the consultants for the Outer Hobart Residential Supply and Demand Study which is largely funded by the State Planning Office. This project will review residential supply and demand for settlements that are within commuter distance of the metroplan Councils. The project is scheduled for completion in Q2, 2023.

On 8 September, the State Planning Office (formally the Planning Policy Unit) conducted a workshop with southern strategic planners at the Sorell CAC. The workshop looked at options for a future regional planning framework including the structure and development of regional land use strategies and guidelines for structure planning.

The State Planning Office also provided an update on the Tasmanian Planning Policies. It is understood that consultation with Council's will commence shortly (overlapping with LG elections) with broader public consultation in early 2023.

The State Planning Provisions are now five years old and due for the required five-year review. Council staff provided a submission to the State Planning Office on their paper seeking to scope the focus of this review. The submission emphasised the need for any changes to be policy led and to prioritise several areas of concern identified by local government and the Tasmanian Planning Commission when the provisions were first approved. The submission also highlighted the issues with the Agriculture Zone and Rural Zone that were raised by the community during consultation on the LPS.

Sorell and Brighton Council are also developing a proposed work plan to update the regional land use strategy utilising State Planning Office funding to engage a regional coordinator. In addition, the GM's are seeking Ministerial support for additional funding to complete the remaining strategic components that are required.

NATURAL RESOURCE MANAGEMENT – Dibas Panta

Following key activities were conducted:

- Discussion and feedback for reserve management plans for Casaurina Reserve, Samuel Thorne Reserve, Parnella Reserve and Blue Lagoon.
- Participated in Regional Cat Strategy working committee meeting to finalize next 4 years priority working area.
- New Species identified with the help of Marion Bay Coastcare group (Andrew North). New species is *Acacia ulicifolia* (Juniper wattle - picture below). The species is listed as Rare under *Tasmanian Threatened Species Protection Act 1995*. Work is being planned to secure its habitat from weeds infestation.
- Issued 4 notification letters to property owners on Weeds of National Significance.

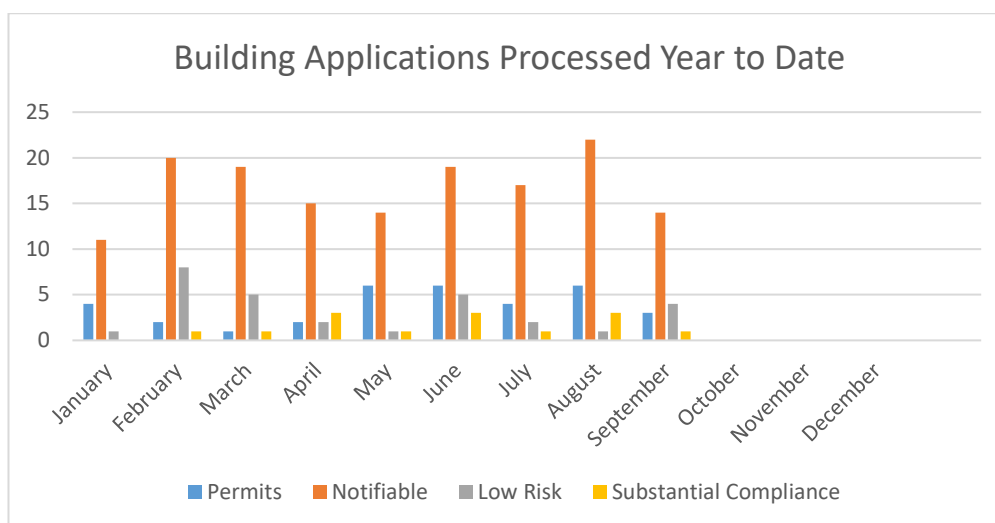


- Attended AGM of NRM South.
- Consultation on draft Natural resource management strategy.



BUILDING – Emma Smith

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



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

- 3 Permits
- 14 Notifiable
- 4 Low Risk
- 1 Substantial Compliance

| Property Address | Propose Use Of Building | Value Of Work |
|---|---------------------------------------|----------------|
| 23 Parnella Road, Dodges Ferry | Dwelling | \$300,000.00 |
| 12 Clark Street, Dunalley | Dwelling (Amendment) | \$0.00 |
| 119 Weston Hill Road, Sorell | Dwelling | \$349,970.00 |
| 7 Wedgetail Street, Primrose Sands | Dwelling, Deck and Retaining Wall | \$350,000.00 |
| 340 Carlton River Road, Carlton River | Dwelling | \$350,000.00 |
| 20 Arthur Highway, Sorell - Lot 5 | Dwelling | \$342,000.00 |
| Lot 1 Bay Road, Boomer Bay | Dwelling, Ancillary Dwelling and Shed | \$3,000,000.00 |
| 455 Penna Road, Penna | Shed (Slab Only) | \$500,000.00 |
| 49 Shark Point Road, Sorell | Carport | \$10,000.00 |
| 3 Albert Court, Dodges Ferry | Shed | \$25,000.00 |
| 646 Primrose Sands Road, Primrose Sands | Dwelling | \$120,000.00 |
| 788 Primrose Sands Road, Primrose Sands | Dwelling | \$50,000.00 |
| 1 Origin Place, Midway Point | Dwelling Addition | \$320,000.00 |
| 2899 Tasman Highway, Penna | Dwelling/Shed | \$220,000.00 |
| 770 Brinktop Road, Orielton | Visitor Accommodation (Amendment) | \$0.00 |
| 15 Erle Street, Carlton River | Dwelling, Carport & x2 Outbuildings | \$150,000.00 |
| 132 Drovers Rise, Carlton River | Dwelling & Attached Carport | \$150,000.00 |
| 2 Hilltop Place, Dodges Ferry | Deck extension / addition | \$20,000.00 |
| 26 Sunhaven Court, Midway Point | Carport | \$11,000.00 |
| 23 Abate Place, Midway Point | Awning Addition | \$25,032.00 |
| 11A Gordon Street, Sorell | Repairs to Signage | \$12,000 |
| 38 Honolulu Street, Midway Point | Awning Addition | \$7,631.00 |

BUILDING COMPLIANCE / EXPIRED PERMIT PROJECT – Rhiannon Baines

The 'Expired Permit Project' has come to an end, final statistics below:

| | |
|--|-----|
| Awaiting Plumbing (these have OP and CFI's) Property Owner's are still in the process of finalising Plumbing works to enable Completion. | 14 |
| Extension of Time Granted with new Private Building Surveyor Appointed for finalisation. | 3 |
| Council Expired and Resigned as Building Surveyor (These had Building Inspection Directions issued that were non-compliant) | 34 |
| Completed: | 175 |



Continuing to work through the years and updating Councils Property Wise system to reflect correct status. Years include 1994 – 2006. Remaining years to be completed are 1996 and 2005.

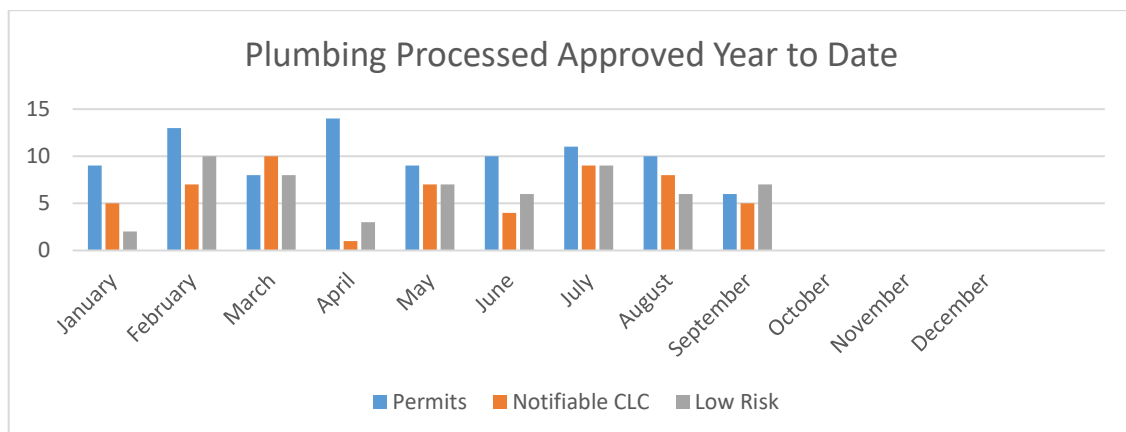
Below statistics reflective of Compliance work for September 2022:

| | |
|---------------------------|----|
| Building Notices issued: | 7 |
| Building Notices revoked: | 0 |
| Building Order issued: | 0 |
| Building Order revoked: | 0 |
| Complaints received: | 7 |
| Complaints resolved: | 9 |
| Inspections undertaken: | 6 |
| Complaints in progress | 13 |

Council staff are continuing on-site inspections to view potential illegal works on site and identify structures to determine outcomes.

PLUMBING – Jacob Ford

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

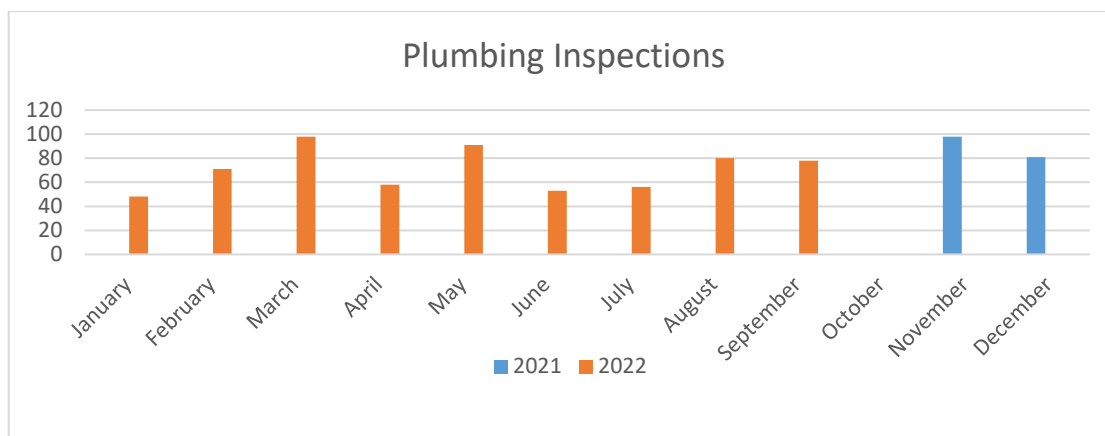


Details of applications that were processed in September 2022 (details below). These include:

- 6 Permits
- 5 Notifiable
- 7 Low Risk

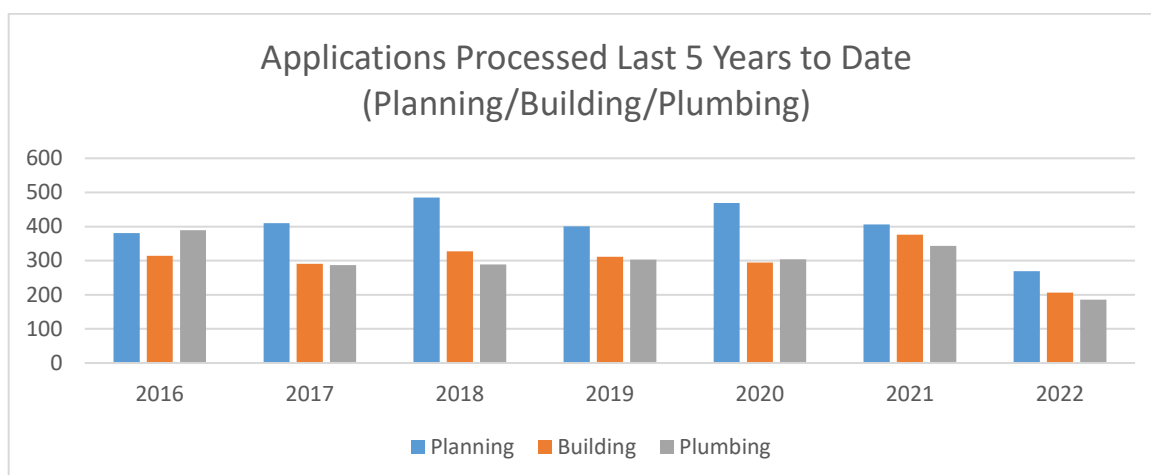
In September 78 plumbing inspections were conducted for new and existing plumbing works. These works are current Plumbing Permits and Certificates of Likely Compliance.





DEVELOPMENT ASSESSMENT – Shayla Nowakowski

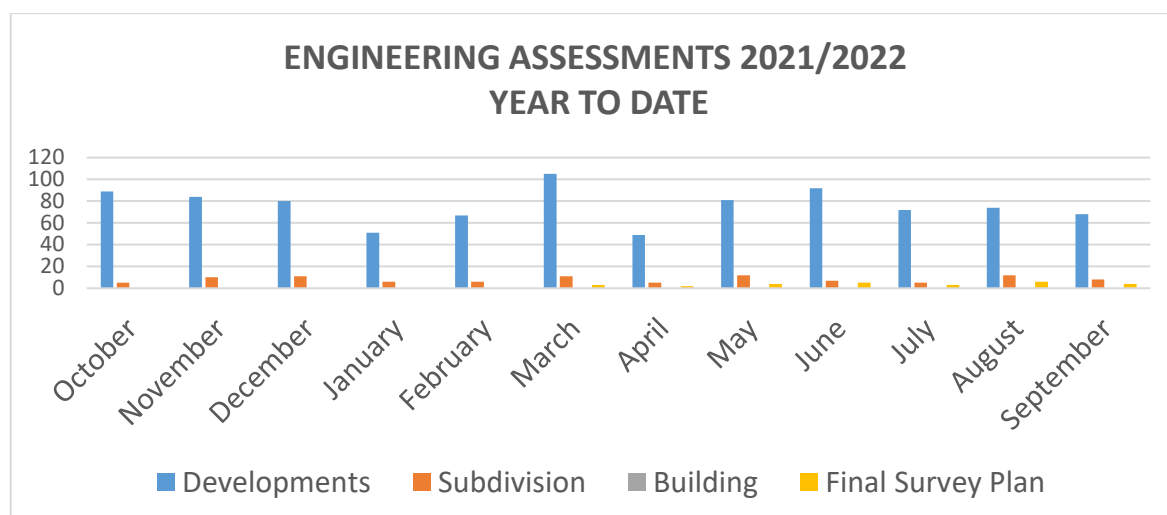
The following table provides details of the overall Planning, Plumbing and Building Applications processed for the years 2016, 2017, 2018, 2019, 2020 & 2021 together with current yearly figures up to and including September 2022.



DEVELOPMENT ENGINEERING – Denis Wall

Development Engineering has examined 76 applications (Developments & Subdivisions) for the September period, which required engineering input as follows:





Development Engineering Compliance

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

- 20 Arthur Highway – 55 Lots on corner of Pawleena Road – commenced June 2021 – Stage 1 nearing completion
- Sorell – 37 Pawleena Road – Stage 2 and 3 completed – work for stage 4, 5, 6, and 7 commenced – works commenced on Pawleena Rd roundabout
- Midway Point – 252 Penna Road – Stage 1 (25 Lots) nearing completion – Stages 2, 3, and 5 approvals granted – construction commenced – Stages 4 and 6 undergoing assessments
- Sorell – 56-62 Forcett Street – 65 Lots by JAC Group – approval given, works commencing shortly

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

Approved developments likely to commence soon:

- 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

The engineering team continue to deal with an increased number of stormwater related issues with the continuation of regular rainfall events on already saturated ground. The subsequent site investigations and correspondence being prepared and exchanged with land owners has unfortunately resulted in departmental



resources focusing their time away from progressing the current Capital Works projects.

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 remain on hold:

- Lime stabilisation, widening and reshaping of Bream Creek Road from Dairy access to Burnt Hill Road – commenced March 2022

Note: This project is expected to resume once more favourable, constant ambient temperatures have increased.

Capital Works commenced:

- Latena Street, Dodges Ferry Stormwater Outlet Remediation Works – Works commenced on Monday 1 August 2022 - Weather permitting the remediation works are expected to be completed as soon as practicable.
- 2022-23 Gravel Re-sheet Program - commences October 2022 and due for completion end of January 2023.
- Consultancy services for detailed engineering design surveys for Capital funded projects for 2022/23 has been awarded to PDA Surveyors – Surveys commence October 2022.

Capital Works complete since last report:

- Reconstruct the gravel sections of Kellevie Road joining to Bream Creek Road (approx. 866m) – commenced March 2022.
- Orielson Rivulet Bridge Shark Point Rd – Works commenced onsite 1 August 2022. Weather permitting works are expected to be completed early September.

Design Work brief summary:

- Commenced scoping and concept designs for a number of 2022/2023 capital projects – roads, footpaths, storm water, etc.
- Devenish Drive open channel and culvert design under revision for co-ordination of new box culvert with existing services (TasNetworks, NBN and TasWater). - Discussions continue.
- Preliminary/ concept designs imminently expected from Pitt & Sherry for potential future capital works projects.



ENVIRONMENTAL HEALTH - Greg Robertson/Rachel Tenni (September 2022)***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 has not yet been resolved. During September the plumber and owner were contacted and a start date is yet to be provided.

Quarterly service reports for AWTS installations have been received; 198 assessed and follow up occurred for those AWTS reports deemed non-compliant with *The Building Act 2016* with letters to owners.

Reported failing onsite waste management systems in southern beaches were investigated.

By Laws

Commenced stakeholder consultation for a new Environmental Health By-law, the draft by-law will be presented to the October Council meeting for Council to consider if it wishes to make a new by-law and commence preparing an RIS and public consultation.

Land Use Planning & Approval Act 1993

Development and subdivision application assessments completed including, multiple dwellings, commercial developments in Sorell, new dwellings and outbuildings.

Senior Compliance Officer investigated several complaints about businesses being operated in residential areas.

Food Act 2003

Three Food business safety assessments were conducted during September. Food renewals were assessed and sent to each food business upon receipt of payment and a renewal application. Follow up for those unpaid food businesses is continuing.

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

One improvement Notice served.



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 for July complied with the Guidelines for the Control of Legionella in Regulated Systems 2012.

Recreational Water Quality Analysis and reporting will be done in the coming months. The report required by the Director of Public Health was completed and sent to the Department of Health at the end of September.

Received a complaint about animal keeping and unhealthy housing, this is currently being progressed with the occupant of the residence.

E.coli outbreak in Dunalley caused closure of the Oyster farm in September due to stormwater infrastructure blockage and TasWater overflow into the bay.

Public health risk activities, water carriers and Private Water Supplier registrations expired. Renewals sent out to all existing registered operators.

Immunisations

School immunisations were completed in September. Parents will be notified if their child was absent on the day of immunisation.

Environmental Management & Pollution Control Act 1994 (EMPCA)

Noise complaints including, building works (concreting) in the early hours of the morning, construction noise in residential areas, roosters were received and investigated.

Back yard burning and waste dumping complaints were also received.

Stormwater contamination was investigated in and around Lewisham due to development in flood prone areas and land tenure. The contamination has been mitigated through discussions with land holder and temporary alternative arrangements were discussed with the EHO to reduce any contamination entering the waterways.

Waste Management

Further discussions with Cleanaway regarding implementation of the public bin collection contract due to commence in December 2022.

The Manager of Regulatory Services is representing Council on the advisory group overseeing the establishment of the new Southern Tasmanian Regional Waste Authority. The next meeting is scheduled for Mid-October 2022.



Finalising arrangements with Veolia to extend the kerbside garbage and recycling collection contract until December 2023. Currently, the number of collection occurring on a Tuesday has significantly increased in recent years resulting in additional resources being required. It is likely that some residents currently collected on a Tuesday will be changed to a Thursday collection where there is greater capacity. All affect residents will be notified.

Street Stall / Public place permits

No applications were received in September.

Training

EHO attended the National Environmental Health Conference in Launceston which included a Skin Penetration and infection control Masterclass. A number of informative presentations on Food safety, drinking water quality in schools and public places, Vaccines and surviving the pandemic. Rodenticides Impacting our community and ethical practice in contaminated site assessments. Further workshops and sessions included unhealthy housing Food borne outbreaks, JEV outbreaks and regulatory compliance framework, shifts driving better outcomes at a local level to name a few.

First Aid refresher course completed.

COMPLIANCE – Darren Carter

| | |
|--|----|
| Infringements issued for Nuisance Dogs (including Dog at large and unregistered dogs) | 10 |
| Infringement issued for Taking a Dog into a restricted area | 0 |
| Reported Dog attacks on livestock or other Dogs | 2 |
| Reported Dog attacks on people | 2 |
| Dogs impounded | 13 |
| 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 | 14 |
| Dog Abatement Notice/infringement Notice (currently being appealed to the Magistrates court) | 0 |
| Infringement issued By-Laws | 0 |

DEPOT WORKS – Kathryn Knibbe, Mandy McLeod, Rebecca Bunyan

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



CRM'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 from phone and counter enquires.

| Customer Requests by Category Sealed/Unsealed Roads | Dec- 21 | Jan 22 | Feb 22 | Mar 22 | April 22 | May 22 | June 22 | July 22 | Aug 22 | Sep 22 |
|--|------------|-----------|-----------|-----------|-------------|-----------|------------|------------|-----------|-----------|
| Roads\Abandoned Vehicles | | | | | | | 1 | | | |
| Roads\Bollards | | 1 | | | 1 | | | | | |
| Roads\Footpath/Damage to Infrastructure Maintenance | | 1 | | 2 | | | | 4 | 3 | |
| Roads\General Road Enquiry | 2 | 3 | 3 | 4 | 5 | 1 | 3 | | 1 | 2 |
| Roads\Guideposts | 2 | | | | | | 2 | | | |
| Roads\Guardrails | | | | | | | | | | |
| Roads\Line marking | | | 1 | | | | | 1 | | |
| Roads\Other Road Signage | 2 | 4 | 3 | 3 | 3 | 2 | 2 | 2 | | |
| Roads\Pedestrian Crossing | | 1 | | 1 | | | | | | |
| Roads\Road Defects incl. Potholes | 12 | 1 | 17 | 8 | 5 | 10 | 9 | 8 | 11 | 14 |
| Roads\Road Grading | | | 2 | 1 | 1 | | | | | 5 |
| Roads\Street Name Signage | 1 | 1 | 1 | | | | | | 3 | 2 |
| Roads\Street Lighting | | | | | 1 | 4 | 1 | | 2 | 1 |
| Roads \ Traffic Calming Devices | | | | | | 1 | | | | |
| Total | 19 | 12 | 27 | 19 | 16 | 18 | 18 | 15 | 20 | 24 |

| Customer Requests by Category Land Improvement | Dec- 21 | Jan 22 | Feb 22 | Mar 22 | April 22 | May 22 | June 22 | July 22 | Aug 22 | Sep 22 |
|---|------------|-----------|-----------|-----------|-------------|-----------|------------|------------|-----------|-----------|
| Parks and Reserves / Bees and Wasps | | | | 2 | 1 | 1 | | | | |
| Parks and Reserves\Council Land & Reserves Maintenance | 4 | 6 | 4 | 1 | 2 | | 3 | 3 | 2 | 3 |
| Parks and Reserves\General Litter & Bins | | | | | | | | 1 | | |
| Parks and Reserves\Mowing Public Places | 3 | 7 | 3 | | | 1 | | | | |
| Parks and Reserves\Playground & Park Maintenance | 2 | 5 | 2 | 3 | 2 | 1 | 1 | 2 | 2 | 1 |
| Parks and Reserves\Tree Request, | 1 | 4 | 4 | 2 | 2 | 1 | 5 | | | |



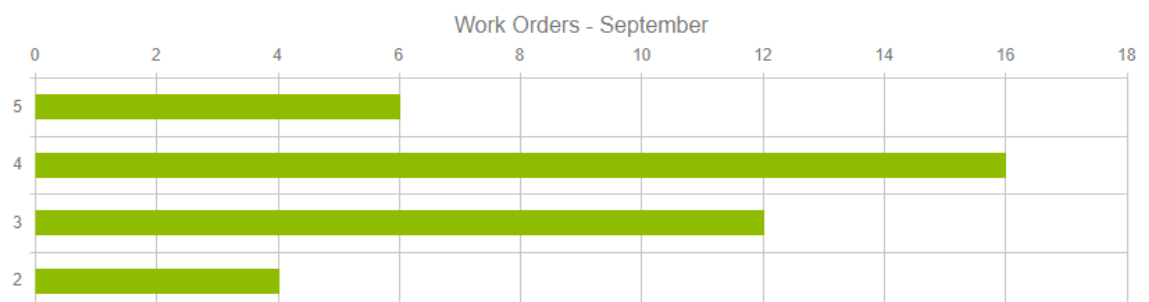
| | | | | | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|----------|-----------|
| Removal and Roadside Maintenance (Rural) | | | | | | | | | | |
| Parks and Reserves\Tree Request, Removal and Roadside Maintenance (Urban Pink Map) | 9 | 11 | 13 | 6 | 4 | 7 | 7 | 7 | 2 | 3 |
| Parks and Reserves\Walkway and Beach Access | 6 | 5 | 1 | 1 | | 1 | 1 | | | 1 |
| Parks and Reserves\Weed Managing & Spraying | 2 | 1 | 5 | 1 | | | | 1 | | 4 |
| Total | 27 | 39 | 32 | 16 | 11 | 12 | 17 | 14 | 7 | 12 |

| Customer Requests by Category Stormwater | Dec-21 | Jan 22 | Feb 22 | Mar 22 | April 22 | May 22 | Jun 22 | July 22 | Aug 22 | Sep 22 |
|---|-----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Stormwater\Flooding Road (Rural) | 2 | 2 | 4 | 3 | 2 | | 0 | 1 | | 0 |
| Stormwater Enquiry/Flooding Road (Urban) | 9 | 2 | | 3 | | 5 | 0 | 2 | 3 | 0 |
| Total | 11 | 4 | 4 | 6 | 2 | 5 | 0 | 3 | 3 | 0 |

| Customer Requests by Category Facilities | Dec-21 | Jan 22 | Feb 22 | Mar 22 | April 22 | May 22 | Jun 22 | July 22 | Aug 22 | Sep 22 |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Facilities\Facility Maintenance Request | 1 | 6 | 5 | 1 | 4 | 3 | 2 | 1 | 2 | 6 |
| Total | 1 | 6 | 5 | 1 | 4 | 3 | 2 | 1 | 2 | 6 |

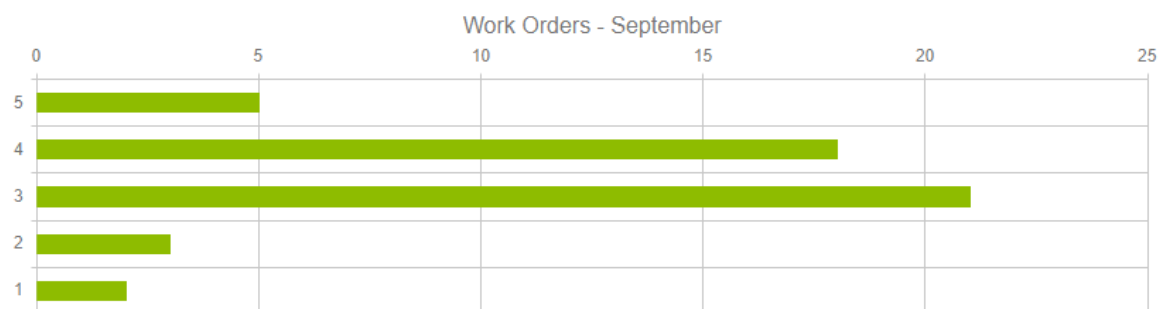
Road Maintenance and Repairs

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



Unsealed Road Crew

- 38 Work Orders Completed for September. 0 at Priority 1, 4 at Priority 2, 12 at Priority 3, 16 at Priority 4, and 6 at Priority 5.
- Maintenance Grading/Potholing on Mill Road, Hillcrest Road, Shrub End Road, Rosendale Road, White Hill Road, Delmore Road, Nugent Road.
- Drains/Culverts on Delmore Road, Mill Road, Wiggins Road, Hillcrest Road, Shrub End Road, Longs Road.
- Vegetation on Boomer Road, White Hill Road, Woolleys Road, Nugent Road, Valleyfield Road.
- Roadside Furniture
 - Signs/Guideposts on Kellevie Road.

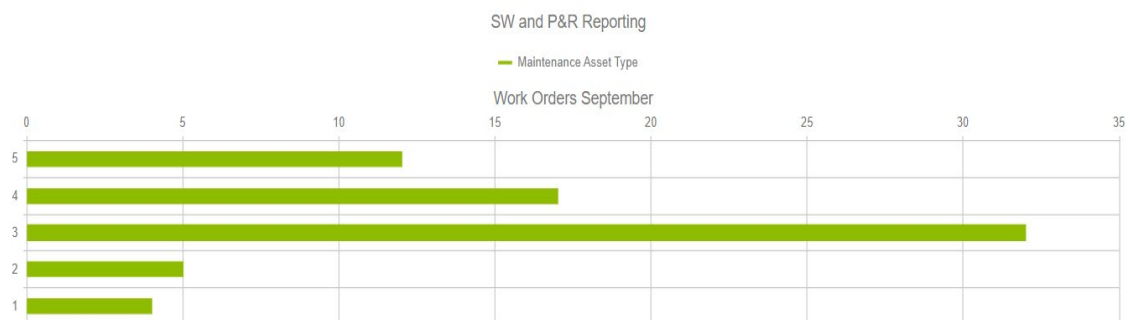


Sealed Road Crew

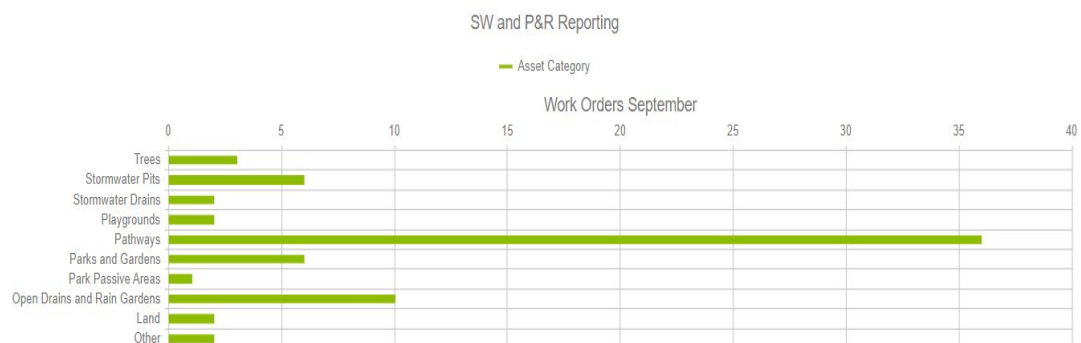
- 49 Work Orders Completed for September. 2 at Priority 1, 3 at Priority 2, 21 at Priority 3, 18 at Priority 4, and 5 at Priority 5.
- Potholing on Nugent Road, Moorpark Court, Mary Street, John Street, Carlton River Road, Primrose Sands Road, Fulham Road, Brinktop Road, Homewood Drive, Branders Road.
- Asphalt/Gravel Shoulders on Short Street, Albert Court, Primrose Sands Road.
- Drains/Culverts on Lakeland Drive, Brinktop Road, Fulham Road.
- Edge break repairs on Dodges Ferry Rec Ground Access.
- Heaving on Nugent Road.
- Vegetation on Florence Street, Fulham Road, Nugent Road.
- Footpath maintenance on Pelham Street, Torquay Drive.
- Roadside Furniture
 - Linemarking on Pennington Drive.
 - Signs/Guideposts on Brinktop Road, Old Forcett Road, Fulham Road, Nugent Road, Sugarloaf Road, Arthur Street, Junction Street, Pawleena Road, Primrose Sands Road, Nerine Street, Dubs and Co Drive, Linden Road.
 - Pedestrian Arches on Fitzroy Street.

Stormwater Crew:

- Clean drains/spray rockline drains and whipper snip of vegetation – Gregory St and various drains in Lewisham, 42 Grevillea St and Falcon St Primrose Sands, 31 Shark Pt Rd Penna
- Clean drain and Install Pit Lewisham Scenic Drive – Capital Job
- Camera Erle Street Carlton River
- Camera to see pipe clear – 21 Fitzroy St blockage
- Reinstall fence at Miena Park from Drain clean
- Fix broken pit lid outside 16 Torquay Dr Sorell
- Critical defects – kerb adaptor/pit repairs
- CRM's

**Land Improvements:**

- Tree work – Dodges Court, Wedgetail Street and Acacia Street
- Ongoing maintenance for Parks, Reserves and Walkways
- Install bench seat Snake Hollow Park
- Install Storey Boards – Penna Beach Capital Job
- Planting of trees – Dodges Crt reserve
- CRM's
- Updating/Finalising No Spray Register



FACILITY MAINTENANCE CO-ORDINATOR – Josh Pullen

All Buildings - general maintenance requirements as per form 46.

Repairs and maintenance Summary of Buildings;

- LTPF-Tripped circuit breaker
- Dog Pound – New pump for septic
- Dog Pound – New exterior taps
- Midway Point Hall-New exit doors x2
- RSL – Fit new door seal
- Sorell Memorial Hall – Store room ceiling leak
- CAC – Leak in kitchen and office
- CAC – Fit white board in office
- Depot – Clean out male urinal
- CAC – Clean out strap in male toilets
- RV Park – Check fault with float
- Sorell Memorial Hall – Fix leak in store room ceiling
- Fitzroy Street – Fit new door lock to shed
- RSL – Paint to new back door
- Lewisham Jetty – Remove broken bollard and make safe

Repairs and maintenance to public toilet facilities:

- Dunalley Canal – Load of water
- Dunalley – Repair door in male toilets
- DFFC – Remove graffiti and remove smashed mirrors
- Pioneer Park – 2 New soap dispensers
- Carlton Beach – Blocked toilets
- Marion Bay – Septic pump out
- Marion Bay – Fix door hinge
- Park and Ride – Damage to meter box
- Dunalley Canal – Bore pump switch upgrade
- Pioneer Park – Unblock urinal
- Pioneer Park – Fire in toilet /damage to plumbing
- Park and Ride – Damage to meter box x 2
- Marion Bay – Fit new exterior tap
- Park and ride – Refit toilet roll holder/refit exterior tap and IO lid
- Carlton Beach – Graffiti removal
- DFFC – Graffiti removal
- Vic Park – Graffiti removal x 2
- Boat Park – Graffiti removal
- Pioneer Park – Graffiti removal x 2



- Park and Ride – Graffiti removal

ASSETS / GIS / ICT – Julie Mann

- ICT team involved heavily in CCTV surveillance and video recovery for all the vandalism and criminal activity within our municipality this month (3 fires to the public toilets at Pioneer Park, graffiti and dog attack).
- There have been several surveys collecting asset data of late which has been provided to various government agencies and or the consultants on their behalf these include:
 - CDCS (Consolidated Data Collection Sheet 2021-2022);
 - SGS – Future of Local Government Stage 2; and
 - upcoming data collection is required for Treasury (State Grants Commission) on the Local Government Road Hierarchy.
- NHVR (National Heavy Vehicle) permitting as temporary role until Operations Manager Roads and Stormwater is filled.

PROJECT ENGINEER – Anthony Walters

Road & Traffic

Footpaths:

- Lewisham Scenic Drive – Design is complete.
- Red Ochre Beach Access – Still waiting on sign off and lease agreement from Parks and Wildlife.
- Sorell Streetscape – Ongoing due to limited time available to invest in this project: Scope has been defined and cost estimates being prepared. Based on this, quotes will be sought and sent to Council's preferred contractors with the intention to have a series of smaller projects, then hopefully the works completed in less time.

Pembroke Park – BMX Bike Track

- The tender was advertised and closed on 12th October, 2022. Review pending and to be an agenda item at the November Council Meeting.

Buildings

Stadium Car Park:

- Minor works such as tidying of the batters behind kerb and footpath are ongoing. Landscaping planning has commenced, as well as bollards, wheel stops and barriers.

Outdoor Netball Courts:

- The courts will be surfaced in October being the nominated month by the court surfacing contractor.



- The light towers have been delivered and will be installed mid-October.

Stadium:

- The remedial work to the cross-arm bracing is complete. The bricklayers left a lot of bricks around the building and in a short time, some vandalism took place.
- Issues with kitchen:
 - Bain Marie in Kitchen is slightly wider than the benchtop, 700mm as per the design – contractor has organised a joiner to replace.
 - Glass insert has been installed to the door between the kitchen and bar area.
- Access pathway required from western footpath to soccer pitch and north east doors to the old netball/ soccer change rooms.
- Landscaping has commenced, mainly backfill to paths and removal of debris at this stage.
- The basketball hoop installers arrived mid-September, but have only installed four of six and will need to return in late October to complete the installation of the remaining two hoops and the divider curtain.

Train Shed:

- Downpipes have been installed.
- Barn doors are being constructed.
- Flooring options have been confirmed with the architect and the structural design is underway.

Lewisham Boat Ramp Toilet:

- Requests for quotes are ongoing, mainly due to initial quote received being double the allowed budget for installation.

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

Meetings Attended:

- Various meetings RE: Pembroke Park Stadium & Community Facilities
- Various meetings regarding Canteen and Gym operators for the Stadium
- Various meetings regarding recruitment
- Marsha Batchelor – President South East Suns Netball Association
- Facilitated Performance Review Information Sessions for Supervisors
- Sorell Football Club
- Stadium Site Visit with Communities, Sport & Rec.
- MAV Insurance Forum
- Spirit of St Martin's representatives RE Dunalley Hall
- Meeting RE: Council's CCTV Policy & Procedures
- Management Meetings
- Various HR meetings



- Council Workshop
- Council Meeting

HUMAN RESOURCES

Recruitment

Recruitment for the following positions is currently in progress –

- Operations Manager – Roads & Stormwater
- Civil Design/Project Manager
- Development Officer – Risk & Strategy
- Accounts Payable (Fixed-Term, Paternity Leave Coverage)

Performance Reviews

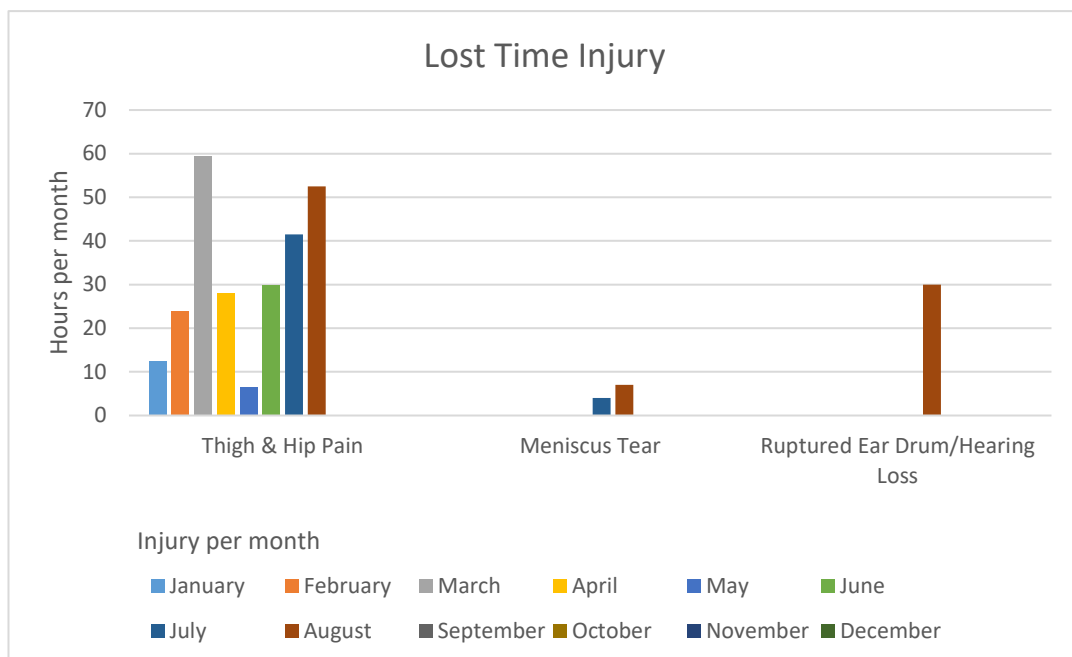
- Annual performance review process in progress for all employees.

PAYROLL/EMPLOYEE SUPPORT

- Two pay runs and end of month processing completed.
- EOM complete.

WORKERS COMPENSATION

- 1 Active claim with QBE.
- 2 Active claims with Allianz.

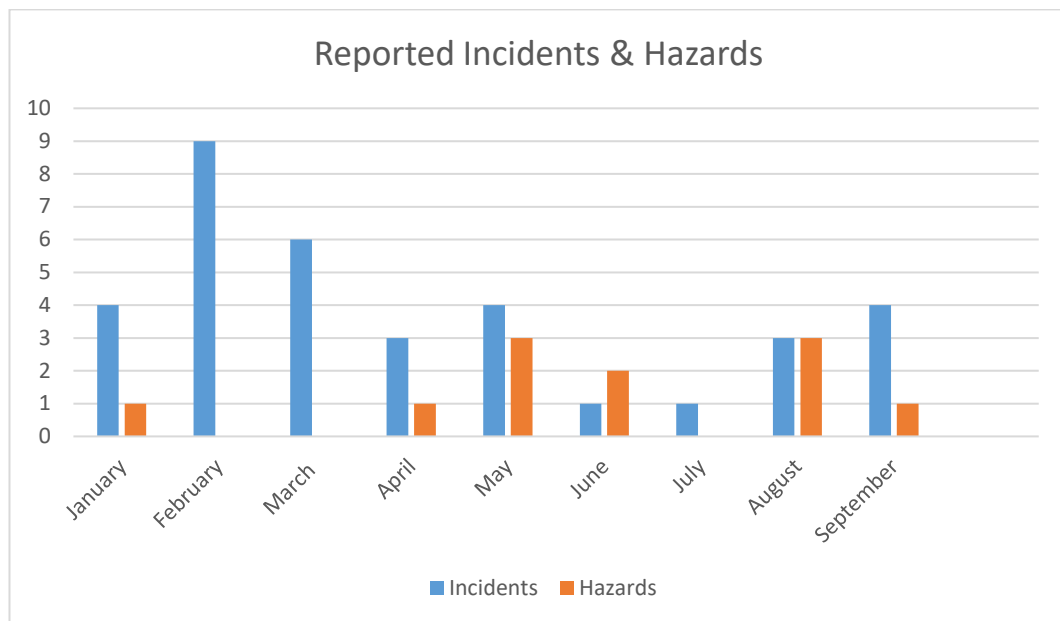


*September not available, will be included next month.



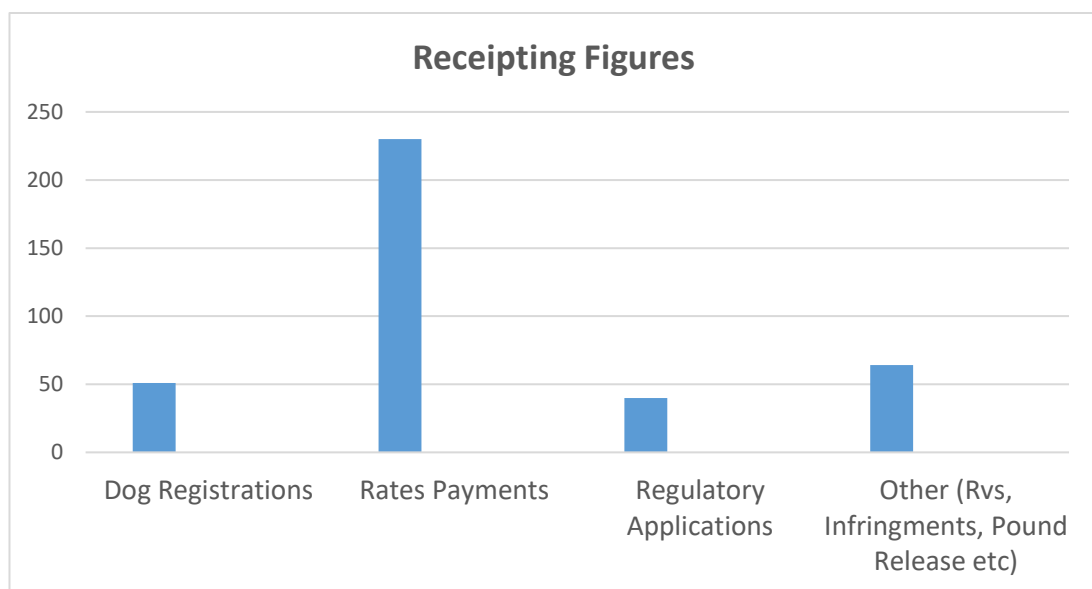
WHS

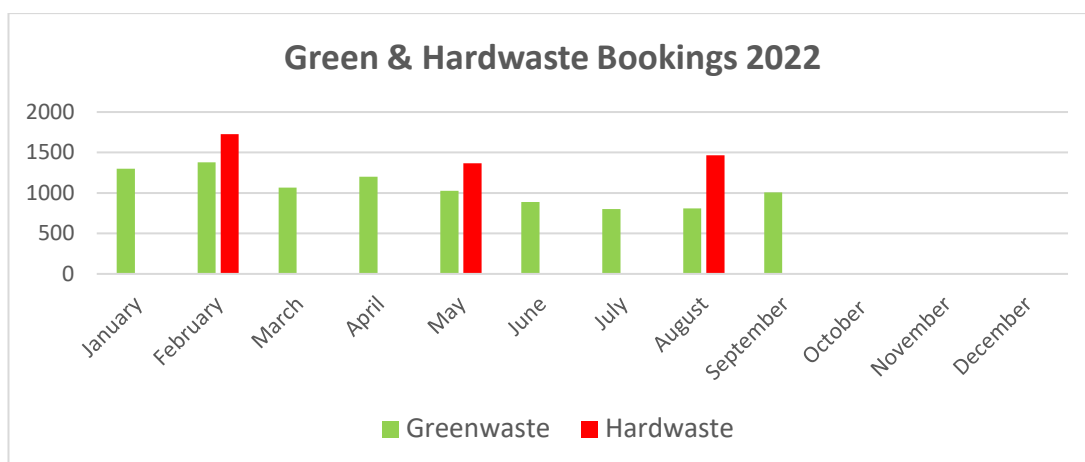
Reported Incidents & Hazards for the month of September



CUSTOMER & BUSINESS SUPPORT

Receipting figures – September





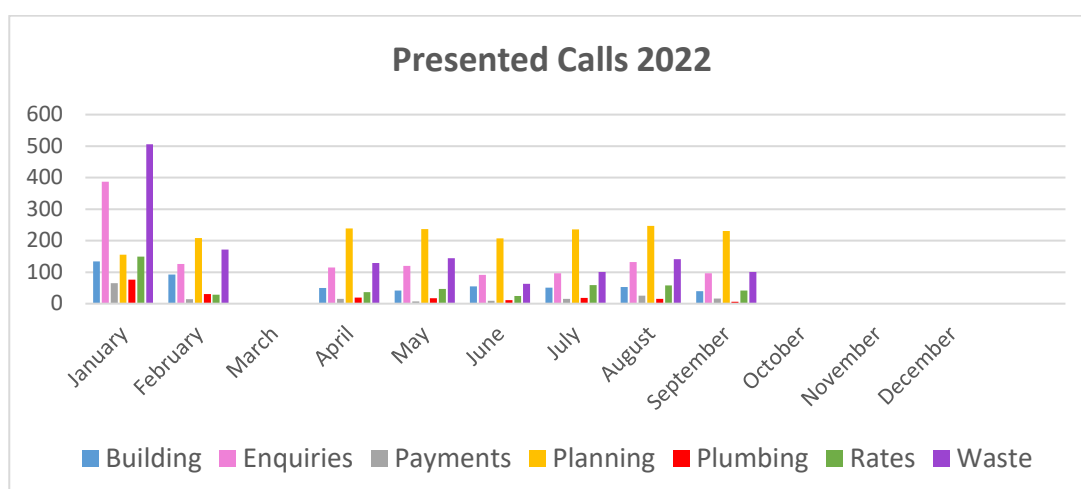
Phone Call Reporting – September 2022

| Enquiry | Answered Calls | Average Speed of Answer | % of Calls Answered |
|-----------|----------------|-------------------------|---------------------|
| Building | 38 | 21 | 95.0% |
| Enquiries | 94 | 13 | 94.0% |
| Payments | 14 | 25 | 82.4% |
| Planning | 224 | 13 | 97.0% |
| Plumbing | 5 | 7 | 83.3% |
| Rates | 38 | 10 | 88.4% |
| Waste | 91 | 12 | 93.1% |

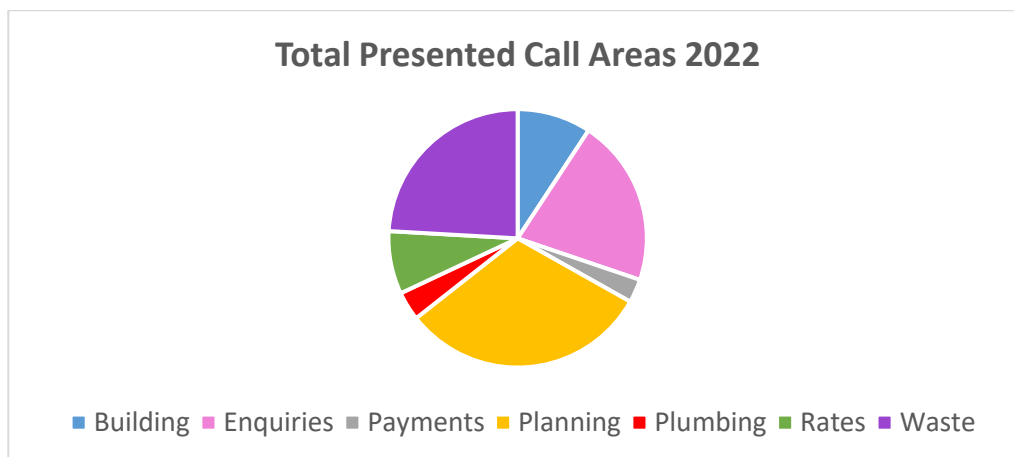
90.4% of calls are being answered within 14.4 seconds. Time includes welcome message and option menu for customers.

**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. (approx.)

Presented Calls by month for 2022

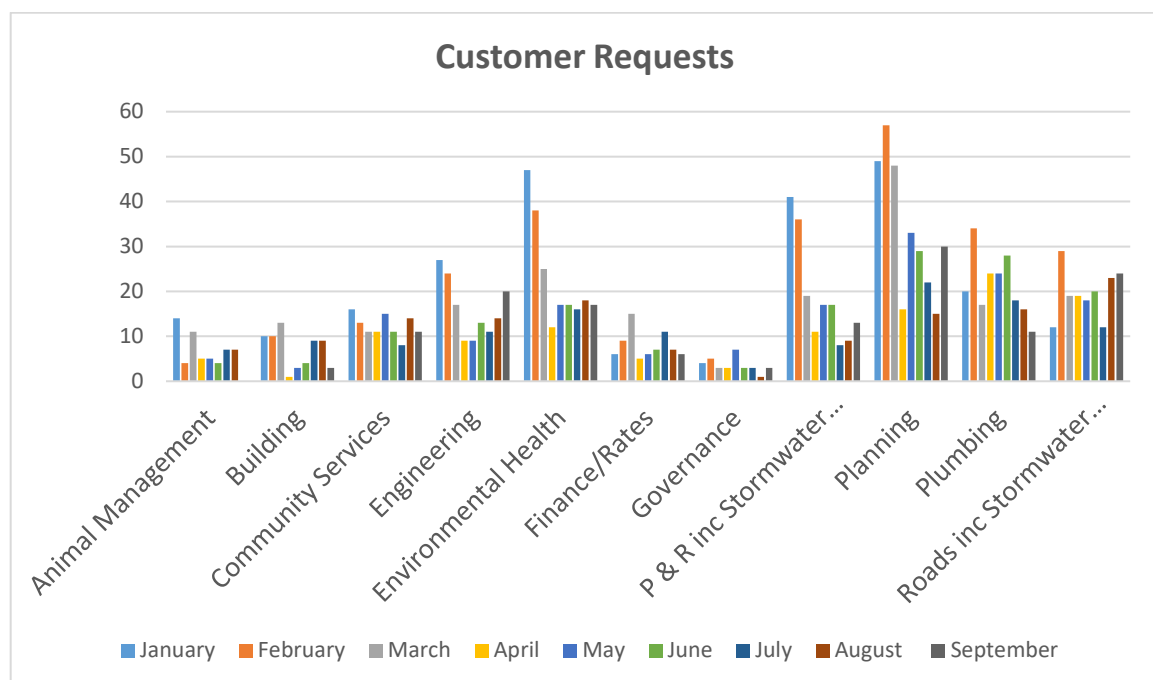


Total Presented Calls for 2022



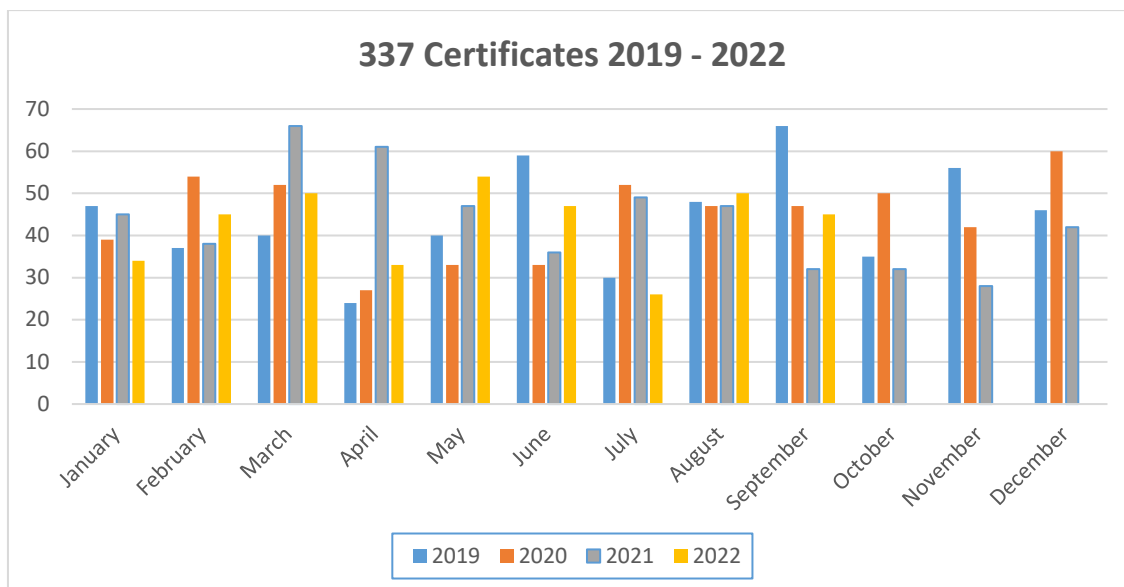
Customer Requests

CRMs created for the month of September

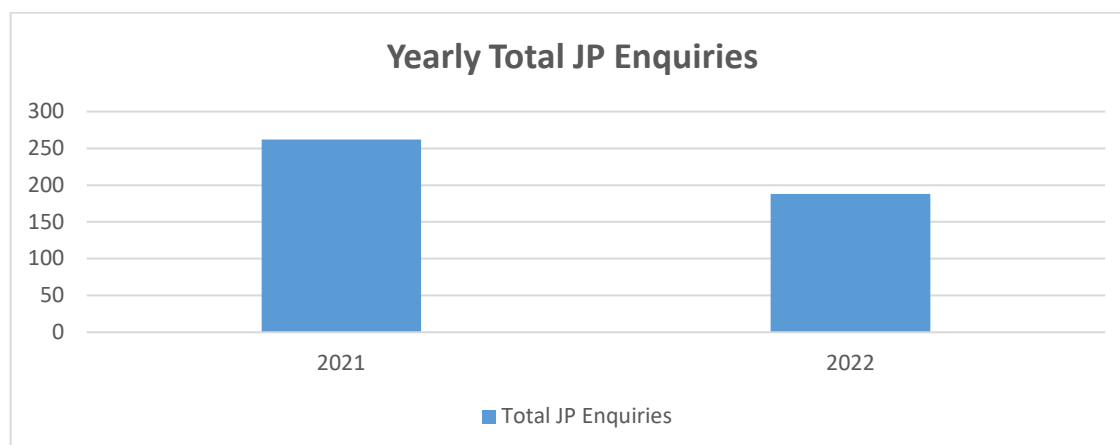
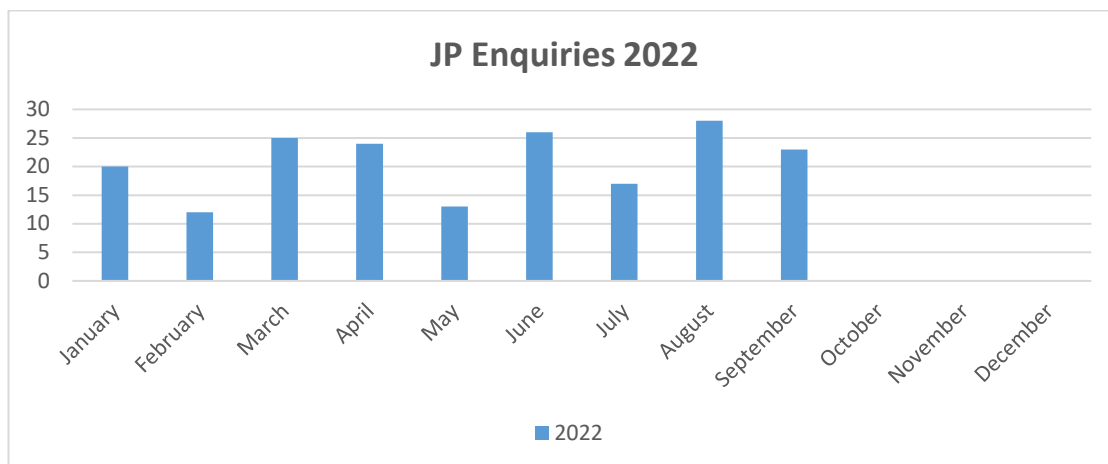


337 Certificates

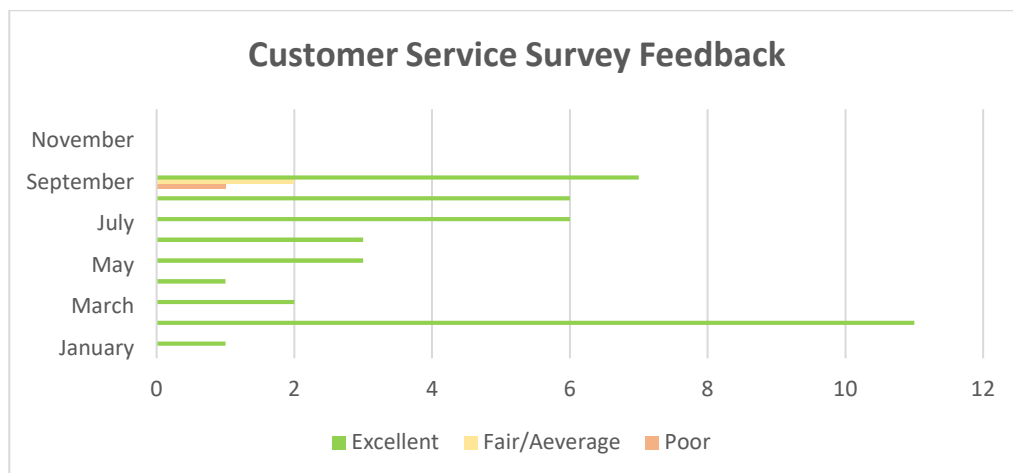
Council processed 45 - 337 Certificates in September 2022, which relate to the sale of properties as detailed in the graph below.



Justice of the Peace Enquiries



Customer Service Survey Feedback



We received 10 completed customer service surveys for the month of September.

1 customer email was received which advised appreciation to Sonia Pullen for her kind co-operation and prompt assistance regarding the Inter-cultural Cricket Association Day at South East Sports Complex.

COMMUNICATIONS

General

- Sorell Times – Regular monthly advert.
- Council Works Update – Monthly update compiled re current and soon to be commenced Council works, published on our website, Facebook and Instagram pages.
- Website – Updated with news and documents including Council Works Updates, Road Re-Sheeting Program, Australia Day Awards and Seniors Week events.
- Seniors Week – Promotion of Council's Seniors Week events program ongoing.
- NRM – NRM Thursday posts commenced on social media re weeds and other NRM matters.
- Annual Report – Commenced drafting the 2021/2022 Annual Report.

Waste Education

- Social media posts ongoing.
- Plastic Free Places – promotion ongoing.

Community Consultation/Engagement

- Midway Point Playground – Community Consultation will be undertaken in the coming weeks regarding the relocation of a playground facility in Midway



Point due to the Park and Ride development on the Fenton Street site. We will conduct surveys and/or community meetings to find out what type of play/recreational space Midway Point residents would like to see in the new location.

- Bushfire Ready Neighbourhoods Program – Promotion of Tas Fire Service's events in Dodges Ferry as part of the program.
- Hobart Airport Master Plan – Promotion of the community consultation being undertaken by the Airport.
- Council Elections – Promotion of the election and compulsory voting.

Advocacy

- State Government 2022/2023 Budget Submission on Council priority projects requiring funding.

Area Promotion/Marketing

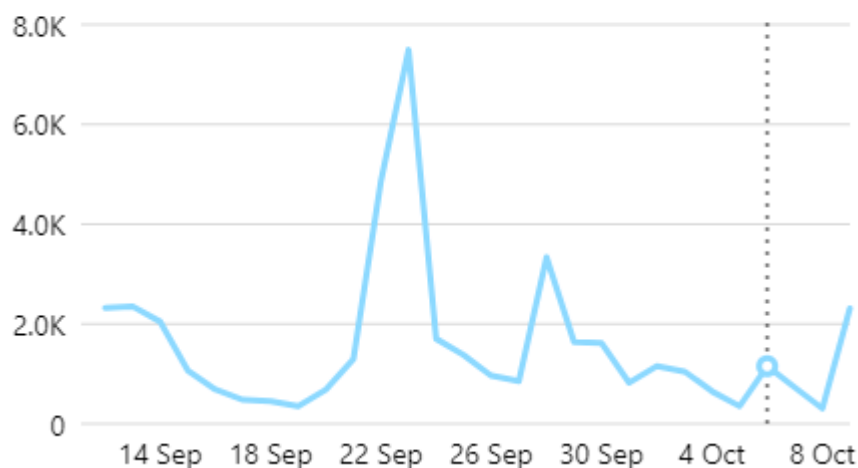
- Destination Southern Tasmania – Met with DST to discuss opportunities to leverage tourism/visitation in our Municipality.

Social Media

- Facebook 12 September – 9 October 2022
Facebook Page Followers – 4,529

Facebook Page reach ⓘ

17,928 ↑ 93.5%



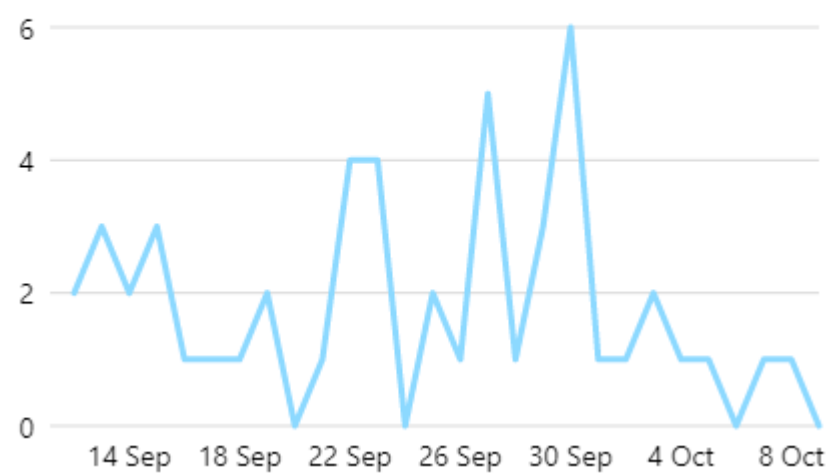
Facebook Page visits ⓘ

2,555 ↑ 68.2%



Facebook Page new likes ⓘ

49 ↑ 81.5%



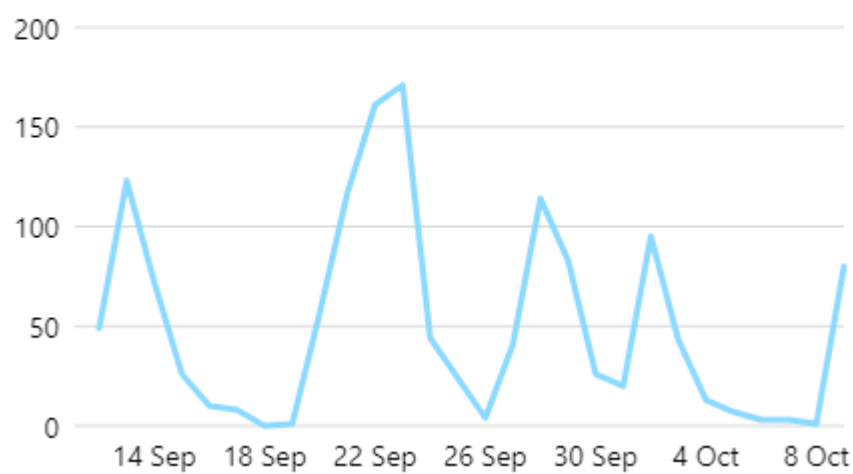
- Instagram 12 September – 9 October 2022

Total Followers – 547



Instagram reach ⓘ

316 ↑ 21.1%

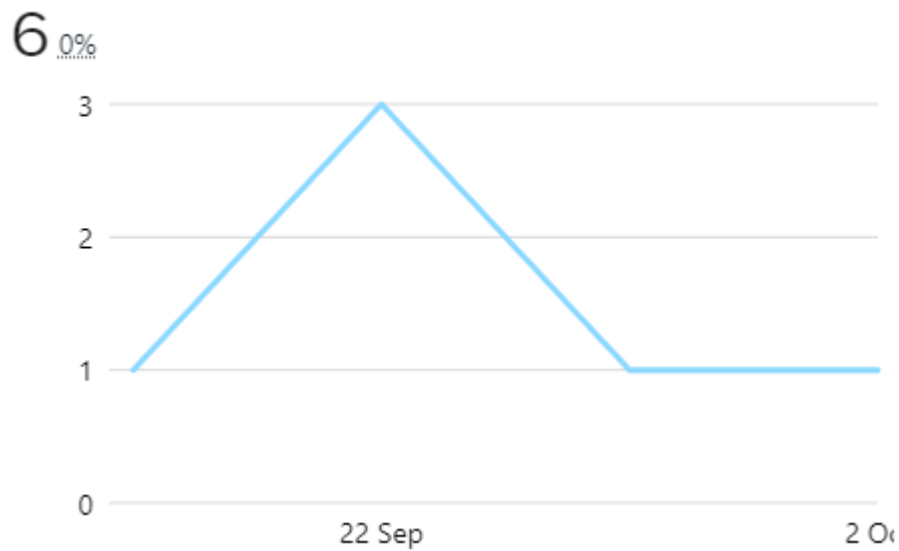


Instagram profile visits ⓘ

29 ↑ 31.8%



Instagram new followers ⓘ

**MEDIA**

- Nil this month.

CORPORATE ADMINISTRATION

Right to Information

- 1 Right to Information Request was received.

Policies under review

- Environmental Sustainability Policy
- Enforcement Policy
- Property Access Policy
- Code of Tendering
- Sorell Council Bond Policy
- 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 Lease negotiations.
- Scout Association of Australia – Tasmanian Branch Lease renewal.
- Boat Shed Licence ongoing.
- Stadium Gym and Canteen operator Leases ongoing.

COMMUNITY SERVICES – Hours of Use

| Facility | Hours for Month of June 2022 | Hours for Month of July 2022 | Hours for Month of August 2022 | Hours for Month of September 2022 |
|-------------------------|------------------------------|------------------------------|--------------------------------|-----------------------------------|
| Midway Point Hall | 54.45 | 50.5 | 69 | 52 |
| Copping Community Hall | 3 | 18 | 24 | 15 |
| Dunalley Hall | | 34 | 32 | 74 |
| Sorell Memorial Hall | 192 | 179.5 | 246 | 283 |
| Dodges Ferry Rec Centre | 92.5 | 71 | 96 | 94 |
| Pembroke Park - TOTAL | 185.5 | 139 | 141.5 | 19.5 |
| Junior Oval | 48 | 31 | 22 | Oval Closed |
| Senior Oval | 49 | 51.5 | 35 | Oval Closed |
| Netball Courts | 51.5 | 30.5 | 62.5 | 2 |
| Soccer Pitch | 37 | 26 | 22 | 11 |
| Cricket Nets | | 2.5 | | 7.5 |
| Dodges Ferry Oval | 16.5 | 30 | 16 | 1 |
| PCYC | 22 | 5 | 8 | 8 |

Individual Achievement Program

- Xavier Reed – Volleyball

South East Stadium

- Finalising lease arrangements with the gym and canteen operators.
- Meetings with canteen and gym operators.
- Temporary occupancy permit received for the court area. Special permit granted to SENA to host team trials for the upcoming TNL season.
- Ongoing liaison with Project Engineer and suppliers on various matters regarding the construction project.
- Ongoing liaison with local clubs and other future users of the stadium.

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

- Sorell Football Club Lease arrangements
- Nugent Cricket Club
- Sorell Girl Guides



- Midway Point Neighbourhood House
- Sorell Cricket Club

OTHER DEPARTMENT ACTIVITY

- Various hall and ground booking agreements.
- Cemetery burial and columbarium wall bookings.
- Pembroke Park Users.
- Reviewing Community Liability Insurance.
- Community Conversations.
- Senior Advisory Group Meeting.
- Seniors Week Planning.
- Dunalley Hall Group users.
- Australia Day Planning.

8.4 FINANCE – SCOTT NICOL, ACTING MANAGER

Financial Management

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

- The 2022/2023 financial year variance reporting schedule has been developed and agreed upon by departmental managers. Departmental managers will complete comprehensive variance reporting on actual to budget income and expenditure four times during the financial year. Variance reporting was completed by all departmental managers in September.
- Finance staff collated and reviewed Phase 1 of the 2021/2022 Consolidated Data Collection Survey and submitted it to KPMG on the lodgement due date.
- Finance staff completed the 2021/2022 Roads to Recovery Annual Report and submitted it to the Tasmanian Audit Office and Bentleys for audit. The audited Annual Report is due for lodgement to the Australian Government Department of Infrastructure, Transport, Cities and Regional Development by Friday 28 October 2022.
- Finance staff completed the South East Region Development Association (SERDA) 2021/2022 financial statements and submitted it to Bentleys for audit.
- South East Region Development Association (SERDA) ad-hoc and monthly financial tasks were completed.

Rates

- At the end of September, 40.8% of rates had already been paid, compared to 41.6% at the same time last year.



- Supplementary valuations were received from the Office of the Valuer-General, year to date totalling \$18k in waste charges, \$83k in general rates and \$4k in fire levy income.

Audit

- Finance staff worked with the auditors to finalise the audit.
- Sorell Council's audited Annual Financial Report for the year ended 30 June 2022 was signed by management and submitted to the auditors.
- Sorell Council expect Tasmanian Audit Office to issue an Audit Close Report and Audit Management Letter in October.

Operational Plan

During the month of September, finance staff progressed on the following 2022/2023 Operational Plan items:

| Operational Plan Item | Status |
|--|--|
| Finance System Upgrade | Testing stage, including testing of the Subscribe-HR timesheet system and the Business Central job costing modification. |
| Policies & Procedures Review | Planning stage, including review of all current finance policies and procedures. |
| Internal Audit of Finance Policies | Planning stage, including review of all current finance policies and procedures. |
| Long Term Financial Plan (LTFP) Review & Financial Management Strategy | Not commenced. |
| Land Tax Review | Planning stage, including process development. |
| Register of Finance | In progress, including development of draft procedures and moving current procedures into the updated template. |
| Fuel Purchasing System Checks/Control Review | In progress, including investigation of available Ampol reports. |



| | |
|---------------------------|---|
| Rates Property #1 account | In progress, including process development and discussions with Council's CBA Relationship Manager. |
|---------------------------|---|

Grants & Funding

- Council invoiced Dept. of Premier and Cabinet \$3,500 in relation to Sorell Memorial Hall memorial wall future invoices. Funds received in September.
- Council received the first quarter Commonwealth Government 2022/2023 Financial Assistance Grant of \$176k.

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

Insurance

- Nil.

Fleet Management

- All new vehicle purchases per the fleet replacement were authorised and ordered during the month of September. Vehicles are expected to be delivered in early 2023.

Plant and Equipment Disposals

- Sale of two vehicles has been delayed.

Meetings

- Monthly capital works meeting with Finance, Asset Management, Engineering and Depot staff – 20/09/2022
- Monthly team meeting with the Finance Department - 21/09/2022
- Monthly rates working group meeting – 21/09/2022
- Commonwealth Bank Cyber Fraud & Scams Webinar – 29/09/2022
- MAV Insurance Best Practice Forum (Round 3) – 29/09/2022



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 4th October 2022 be noted.”

11.0 GOVERNANCE

^

Nil Reports

12.0 ENGINEERING & REGULATORY SERVICES

^

12.1 NOTICE OF INTENTION – NEW ENVIRONMENTAL HEALTH BY-LAW 2023

RECOMMENDATION

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

- a. Make a new environmental health by-law;
- b. Obtain stakeholder input on the proposed by-law; and
- c. Prepare a regulatory impact statement.”

Introduction



Sorell Council currently has an Environmental Health By-law approved in 2013. The proposed by-law will replace the existing by-law which automatically lapses after 10 years.

Strategic plan

Consistent with objective 2 - Responsible Stewardship and a Sustainable Organisation to deliver contemporary governance and compliance practices.

Annual plan

The 2022/23 annual plan and budget includes an allocation to obtain legal advice to prepare the by-law.

Policy

- *Local Government Act 1993*
- Director of Local Government – Good Practice Guidelines for Making By-Laws

Environmental implications

The by-law includes provisions that regulate the management of waste collection services and aim to reduce the impact from dumped rubbish at collection facilities.

Controls are included to reduce impacts from noise and odour pollution associated with the keeping of animals and smoke pollution from backyard burning.

Asset management implications

No significant asset implications.

Risk management implications

The by-law regulates a range of activities that impact on public health, amenity and the environment. It aims to reduce the incidence of 'hazards' associated with; keeping of animals, occupation of caravans, waste collection services and backyard burning.

Community implications

As stated under risk management the by-law introduces controls on activities that may impact on health, safety, amenity and the environment. The community will have the opportunity to make a submission on the by-law after the Regulatory Impact Statement (RIS) is completed.



Statutory implications

The by-law must be prepared in accordance with *Local Government Act 1993* Part 11 – By-Laws

Report

Council currently has an Environmental Health By-law 2013 that regulates waste management services, on-site wastewater management systems, caravans and animals. The by-law was approved in December 2013 and will lapse after 10 years in accordance with Section 155 of the *Local Government Act 1993*.

The proposed by-law is substantially the same as the existing by-law with the following significant changes:

- Delete on-site wastewater provisions as the *Building Act 2016* now includes maintenance of on-site wastewater management systems
- Update who is an Authorised Officer and provide additional powers to an Authorised Officer to issue and refuse permits
- Include requirements for permits in certain circumstances for animal and bee keeping
- Include restrictions for keeping bees and roosters and specify buffer distances to reduce nuisance impacts
- Update waste management to include organics
- Allow sharing of mobile garbage bins in unit developments
- Maximum weight of bins increased to 80kg's
- Include additional requirements for placement and collection of mobile garbage bins to reflect current practice
- Authorised Officer provided the power to issue directions regarding storage, collection, transport and disposal of refuse.
- Additional exemption from caravan licence for family members
- Authorised officer can cancel a licence
- Person required to supply name and address
- Prescribes a minimum distances fires (backyard burning) must be from neighbouring dwellings

The proposed Environmental Health by-law will regulate the following activities;

- Waste management
- Control of animals
- Caravans
- Lighting of fires



The proposed alterations to the by-law are based on identified deficiencies with the existing by-law such as:

- It is an offence for animals to create a nuisance, but no powers exist to require remedial action to prevent the nuisance continuing or minimum standards. Council currently receive a number of noise complaints from roosters kept near dwellings.
- Providing certainty that a head of power exists to enter property to inspect caravans.
- Prescribing a minimum separation distance between fires and residences to reduce the likelihood of creating a nuisance.
- Bee keeping has become more popular in recent years, particularly in residential areas, the existing by-law does not have any provisions to regulate bees to address safety concerns. The relevant clauses are based on the Southern Tasmanian Urban Bee Keeping Code of Practice.
- Currently, keeping farm animals is acceptable in residential areas if it doesn't create a nuisance. However, this relies on a neighbour making a complaint which some people aren't comfortable doing. It is better to prevent the problem in the first place rather than fixing it later.
- Provisions included to sell or give away seized animals in accordance with section 197 of the Local Government Act 1993.
- Allow a caravan at a person's principal place of residence that is occupied by family members of the owner for up to 14 days per calendar year without needing a permit.

The process for making a new by-law involves:

- a. Council must pass a resolution by absolute majority that it intends to make a by-law
- b. Undertake consultation with identified stakeholders
- c. Prepare a regulatory impact statement (RIS)
- d. Submit the RIS to the Director of Local Government, and if the Director is satisfied with the RIS allow the Council to commence the public consultation process
- e. Publish within a local newspaper and display within the municipal office notice of the by-law
- f. Make the RIS & by-law available for inspection
- g. Submissions received on the by-law must be considered by Council and if Council decides to alter a by-law it must be by absolute majority. If the alteration significantly changes the by-law council must give notice to the public.
- h. The by-law is certified by a legal practitioner and the General Manager
- i. The certified by-law is sent to the Director of local Government
- j. By-law is published in the Tasmanian Government Gazette
- k. The By-law is made available for purchase and is put on Council's website.



- l. By-law is sent to subordinate Legislation Committee
- m. By-law is tabled in parliament

The draft Environmental Health by-law is attached in appendix 1 of this report.



GREG ROBERTSON
MANAGER REGULATORY SERVICES

Date: 7 October 2022

Attachments (21)





SORELL COUNCIL
ENVIRONMENTAL HEALTH BY-LAW
 BY-LAW 1 OF 2023
 BY-LAW MADE UNDER SECTION 145
 OF THE LOCAL GOVERNMENT ACT 1993
 FOR THE PURPOSE OF
 REGULATING MATTERS OF ENVIRONMENTAL HEALTH WITHIN THE
 MUNICIPAL AREA

PART 1 - PRELIMINARY

Short Title

1. This by-law may be cited as the Environmental Health By-Law.

Interpretation

2. In this by-law:-
 “**animal**” includes, but is not limited to, livestock, pigs, poultry, bees, horses, and birds
 “**approved container**” in relation to the disposal of sharps, means any container which is impervious, rigid, durable, tamper resistant, clearly labelled and which is able to be securely fastened;
 “**authorised officer**” means an employee of the Council authorised by the General Manager for the purposes of this by-law;
 “**bee hive**” means a modular framed housing for a honey bee colony, which normally contains either a nucleus colony or standard size colony;
 “**caravan**” includes , without limitation, any object or structure having the general characteristics of a caravan, a dwelling on wheels, a covered van or trailer and any vehicle used or adapted for occupation whether or not the wheels or axles are removed and whether it is resting directly on the ground or is placed on blocks or other supports and any structure, awning, verandah, lean-to, tent, car-port or any other enclosed or partly enclosed area used or capable of being used with or appurtenant to a caravan;
 “**collection area**” means that land within the municipal area Council has determined for kerbside collection of domestic waste, recycling and organics.



“controlled waste” has the same meaning as in the *Environmental Management and Pollution Control Act 1994*;

“Council” means the Sorell Council;

“dangerous goods” has the same meaning as in the *Dangerous Goods (Road and Rail Transport) Act 2010*;

“domestic waste” means any domestic garbage, rubbish and disposable garbage bags arising from human habitation;

“Environmental Health Officer” means the Environmental Health Officer appointed by the Council;

“General Manager” means the General Manager appointed by the Council, or an Acting General Manager appointed by the Mayor of the Council, or an employee of the Council with the written delegation of the General Manager to act on behalf of the General Manager for the purpose of matters regulated in this by-law;

“greenwaste” means organic, biodegradable waste arising from vegetation that is suitable for processing or composting.

“hard waste” means large or bulky materials that are too large to be collected in kerbside garbage bins.

“hazardous waste” means waste which by itself or in combination with other materials may be infectious, explosive, poisonous, toxic or otherwise dangerous or injurious to human, animal or plant life;

“Manager Regulatory Services” means the Manager Regulatory Services appointed by the Council

“mobile garbage bin” means a wheelie bin provided by Council for garage collection.

“mobile organics bin” means a wheelie bin provided by Council for organics collection.

“mobile recycling bin” means a wheelie bin provided by Council for recycling collection.

“multiple dwelling” has the same meaning as the *Tasmanian Planning Scheme – Sorell*

“municipal area” means the area of land under the control of the Sorell Council and defined in accordance with section 16 of the *Local Government Act, 1993*;

“occupy” includes, without limitation, reside or live in or use any caravan for entertainment, sleeping, resting, cooking, eating, commercial or retail activities or for any similar use;

“organics” includes greenwaste, food, or any other item determined by the authorised officer.

“owner” includes, without limitation, the occupier or other person having the control and management of any land;

“poultry” includes ducks, fowl, geese, guinea fowl, peacocks, pheasants and pigeons, or any other birds kept in an aviary;

“prescribed zone” means land zoned as General Residential, Inner Residential or Low Density Residential in the *Tasmanian Planning Scheme – Sorell*;

“recycling centre” means an area set aside by Council for receiving materials that are recyclable;



“**refuse**” includes domestic garbage, recyclables, greenwaste, hard waste and organics.

“**refuse disposal site**” means any area set apart by the Council for the disposal of waste and includes, without limitation, a refuse disposal area, waste transfer station, resource recovery facility, recycling centre, or tip;

“**rooster**” means an adult male chicken or similar bird;

“**road**” has the same meaning as in the *Roads and Jetties Act 1935*;

“**Senior Compliance Officer**” means the Senior Compliance Officer appointed by the Council;

“**sharps**” means objects or devices having acute rigid corners, edges, points or protuberances capable of cutting or penetrating the skin and includes medical objects or devices capable of cutting or penetrating the skin, hypodermic needles, intravenous sets, pasteur pipettes, lancets and scalpel blades, and other similar medical objects or devices;

“**transfer station**” means a facility established by the Council for the purpose of receiving refuse for transfer to a refuse disposal site;

“**waste**” has the same meaning as in the *Environmental Management and Pollution Control Act 1994*;

“**website**” means the Sorell Council world wide web pages, domain address www.sorell.tas.gov.au.



PART 2 - DISPOSAL OF WASTE

Interpretation

3. For the purposes of this Part, an “authorised officer” includes, without limitation, the Environmental Health Officer, Senior Compliance Officer and the Manager Regulatory Services.

Off-loading refuse at refuse disposal site

4. A person must not deposit or cause to be deposited any waste, noxious or offensive matter or liquid waste or rubbish of any kind on any refuse disposal site except in accordance with signs or directions given by an authorised officer.

Penalty: fine not exceeding 10 penalty units

Normal hours of refuse disposal site operation

5. A person must not deposit, place or drop or allow any person to deposit, place or drop any waste in or on any refuse disposal site except on the days and within the periods of time fixed by the Council as shown on signs at the entrance to the refuse disposal site.

Penalty: fine not exceeding 5 penalty units

Lighting of Fires

6. Unless otherwise authorised by an authorised officer, a person must not at a refuse disposal site:
 - (a) deposit embers, coals or ashes;
 - (b) with respect to matter other than waste, light any fire or feed or extend any fire which is already burning.

Penalty: fine not exceeding 10 penalty units

Interference with plant or equipment

7. A person must not, without the written permission of an authorised officer, interfere with any plant or equipment at a refuse disposal site.

Penalty: fine not exceeding 5 penalty units

Disposal of loose paper

8. A person must not deposit any paper at a refuse disposal site without securing it from being scattered by the wind.

Penalty: fine not exceeding 5 penalty units

Refusal to accept waste at a refuse disposal site

9. An authorised officer may refuse to accept any waste at a refuse disposal site which, in the opinion of the authorised officer, is:
- (a) likely to pose a substantive and unacceptable hazard to Council employees, the public, or the environment;
 - (b) prohibited by any permit conditions relevant to the disposal site; or
 - (c) otherwise prohibited from being accepted at or deposited at the refuse disposal site by law.

Disposal of Hazardous Waste

10. A person must not deposit, place or drop or allow any person to deposit, place or drop any hazardous waste at a refuse disposal site except with the prior written approval of an authorised officer.

Penalty: fine not exceeding 20 penalty units

Disposal of sharps

11. A person must not deposit, place or drop or allow any person to deposit, place or drop any sharps in or on any refuse disposal site except with the prior written approval of an authorised officer and in an approved container for burial.

Penalty: fine not exceeding 5 penalty units

PART 3 – HOUSEHOLD REFUSE

Interpretation

12. For the purposes of this Part:
- (a) “notice” means a Council notice displayed on Councils’ website or in a daily newspaper circulated in the municipal area and forwarded by Council or an authorised officer to a person to whom this by-law applies;
 - (b) “notified recyclables” means materials notified as being recyclables in accordance with clause 14); and
 - (c) “kerbside collection service” includes collection services for garbage, recycling and food and organics.



Kerbside waste collection

13. The Council will provide a kerbside collection service for domestic waste.
14. The General Manager may determine by notice classes of materials as being recyclables (**notified recyclables**) for the purpose of kerbside collection.
15. The General Manager may determine by notice matters relating to the management and control of the kerbside collection service.
16. Every tenement within the collection area will, upon request, be provided with a mobile garbage bin for the storage and collection of domestic waste and a recycling bin for the storage and collection of recyclables. Mobile garbage bins may be provided to residential flats or units on a share basis for use by two or more tenancies.
17. Bins provided in accordance with clause 16 remain the property of the Council, and are to be left at the premises when the owner/occupier vacates the premises.
18. Council may impose a charge for the replacement, repair or renewal of any mobile garbage bin, organics bin or recycling bin.
19. The Council or its authorised contractors will only collect domestic waste that is:
 - (a) contained within a mobile garbage bin with a closed lid and which was provided by or purchased from the Council for that purpose; and
 - (b) notified recyclables that are wholly contained within a recycling bin provided by or purchased from the Council for that purpose.
20. A person other than the Council or its authorised contractor must not collect recyclables placed in a recycling bin for collection by Council's recycling collection service.

Penalty: fine not exceeding 2 penalty units

General Provisions

21. A person entitled to receive the kerbside collection service is to:
 - (a) store the mobile garbage bin and recycling bin wholly within the property boundaries unless otherwise authorised by an authorised officer, except when placed on the kerbside for collection in accordance with the General Manager's notice under clause 15 relating to collections;
 - (b) use the mobile garbage bin for domestic waste, with the exception of recyclables, which is on the premises;
 - (c) use the recycling bin for notified recyclables that are on the premises;
 - (d) keep the mobile garbage bin and recycling bin in good repair and thoroughly clean and sanitary;

- (e) clean and disinfect the mobile garbage bin and recycling bin if required to do so by the authorised officer;
- (f) keep the lid of the mobile garbage bin and recycling bin closed except when matter is being placed in it;
- (g) leave the mobile garbage bin and recycling bin for collection on a day and in the manner and location notified by the General Manager under clause 0, or as approved by an authorised officer, at least once per fortnight, or empty the mobile garbage bin and recycling bin at least once per fortnight, or whenever required to do so by an authorised officer, at a Council refuse disposal site;
- (h) ensure that the contents of the mobile garbage and recycling bin do not exceed 80 kilograms
- (i) not place in any Council recycling bin any matter except notified recyclables;
- (j) not place in any Council organics bin any matter except notified organics;
- (k) not place a mobile garbage, recycling or organics bin for collection on the kerbside more than 24 hours prior to the scheduled collection and remove the mobile bin as soon as is reasonably practical after collection and no longer than 48 hours after collection, unless otherwise directed to do so by an authorised officer;
- (l) remove the mobile garbage bin and recycling bin from the kerbside as soon as practicable after collection;
- (m) not overload the mobile garbage or recycling bin so that waste or recycling blows out of the bin;
- (n) not place out for collection a mobile garbage or recycling bin for collection, other than a Council supplied bin; and
- (o) comply with the directions of an authorised officer regarding where to locate a mobile waste or recycling bin for kerbside collection

Penalty: fine not exceeding 2 penalty units

Multiple Dwellings

- 22. Multiple dwellings must provide sufficient suitable area, in the opinion of the authorised officer, for the storage of mobile garbage, organic and recycling bins for kerbside collection.
- 23. An authorised officer may require the owner/occupier of multiple dwellings to share mobile garbage, organic or recycle bins if there is insufficient room for kerbside collection.

Dangerous substances

- 24. The occupier of any premises must not place in any mobile garbage bin or recycling bin, which is placed for Council collection any thing or substance which:
 - (a) is a controlled waste;
 - (b) is a dangerous good;

- (c) is trade refuse which is noxious, prejudicial to health, a nuisance or which is being collected by a registered waste disposal contractor;
- (d) contains sufficient heat, or is likely to generate sufficient heat by itself or in combination with other matter, to ignite or cause fire, or damage the mobile garbage bin, or recycling bin, or any other property of Council or its contractors;
- (e) may, or is likely to explode;
- (f) may interact with other substances in the bin and generate toxic or poisonous gases or fumes;
- (g) is corrosive;
- (h) contains sharps, hazardous waste or potentially infectious waste; or
- (i) is in any other way dangerous.

Penalty: fine not exceeding 20 penalty units

Compliance notices

- 25. The General Manager may regulate by notice the management and control of the storage, collection, transport and disposal of refuse in the municipal area.
- 26. A person must comply with any direction from an authorised officer in relation to the storage, collection, transport or disposal of refuse in the municipal area and with the term and conditions of any notice issued pursuant to clause 17.

Penalty: fine not exceeding 20 penalty units

- 27. An authorised officer may require an owner or occupier of residential tenements to sort domestic refuse to enable the separate collection of recyclables, reusable materials, greenwaste, hard waste or organics.

PART 4 - CONTROL OF ANIMALS

Prohibition on keeping certain animals in the prescribed areas

- 28. A person must not have or keep, on a temporary or permanent basis, any of the following in the Prescribed Zone without a permit:
 - (a) Horses, cattle, other farm animals or stock, including:
 - (i) Sheep,
 - (ii) Goats,
 - (iii) Pigs,
 - (iv) Donkeys,
 - (v) Roosters;
 - (b) Bees (in excess of 2 hives)
 - (c) Poultry (in excess of 6 Adult hens)

Penalty: fine not exceeding 10 penalty units



Keeping of bee hives

29. A person must not keep a bee hive within 3m from a property boundary or within 6m from a dwelling in other ownership.

Penalty: fine not exceeding 5 penalty units

30. An authorised officer may by notice require an owner or occupier of land with a bee hive to provide a screen or barrier to prevent bees flying over a thoroughfare, public place or adjoining land.

31. A person served with a notice under clause 30 must not fail to comply with that notice.

Penalty: fine not exceeding 5 penalty units

Keeping of fowls and poultry

32. A person must not keep any enclosure, building, or fenced area for keeping poultry within 6m of a neighbouring dwelling.

Penalty: fine not exceeding 5 penalty units

33. A permit is required to keep a rooster within 100m of a neighbouring dwelling

Penalty: fine not exceeding 5 penalty units

Maintenance of premises used by animals

34. The occupier of any premises where an animal is kept must:
- (a) keep any structures, buildings, enclosures or areas which the animal has access to, clean and sanitary;
 - (b) not allow the animal to cause any nuisance through smell, noise, rodents, flies or drainage;
 - (c) not allow the animal to create a public health or safety risk to neighbouring residents;
 - (d) take all necessary steps to abate any nuisance that may arise as a result of keeping of the animal

Penalty: fine not exceeding 5 penalty units

35. An authorised officer may issue a notice to the owner or occupier of land requiring that:

- (a) any animals kept on the property are kept in cages, pens or similar structures;

- (b) the owner or occupier of the land undertakes any necessary measures to prevent an animal causing a nuisance to neighbours;
 - (c) the owner or occupier engage a suitably qualified person to undertake noise, dust or other measures to determine the extent of nuisance being created; or
 - (d) animals are removed or relocated from the premises or property where they are being kept.
36. A person issued with a notice under clause 35 must not fail to comply with the notice.

Penalty: fine not exceeding 10 penalty units

37. An authorised officer may request that a person making an allegation that an animal is creating a nuisance provide a written statement detailing information the authorised officer considers relevant. This may include, but is not limited to, the days, times and duration that the nuisance is occurring.

Issue of a Permit

38. Any application for a permit to keep animals pursuant to this by-law is to be in accordance with form 3 in Schedule 1.
39. An Authorised Officer may issue a permit to keep animals upon such terms and conditions as the Authorised Officer may determine.
40. A person must comply with the terms and conditions of any permit issued.

Refusal of Permit

41. A permit may be refused if, in the opinion of the Authorised Officer:
- (a) the keeping of the animals will adversely affect or is likely to adversely affect the amenities of the neighbourhood in which the animals are kept;
 - (b) the keeping of the animals is, in the opinion of the Authorised Officer, likely to create a nuisance to neighbouring residents; or
 - (c) the keeping of the animals is, in the opinion of the Environmental Health Officer, likely to cause a health or safety hazard

Cancellation of Permit

42. An Authorised Officer may cancel the permit granted to a person under this Part, if that person breaches this Part or breaches a condition imposed under the permit.
43. If an Authorised Officer cancels a permit, the authorised officer is to serve a notice in writing on a permit holder that that the permit has been cancelled and the reason for that cancellation.



44. Cancellation of a permit is effective from the day that notice has been served on the permit holder or the date specified in the notice, whichever is the later.
45. A person may appeal to the General Manager a decision to cancel a permit. The General Manager may uphold the decision or direct the Authorised Officer to issue the permit under the same or any other conditions the General Manager Considers are appropriate.

Sale and destruction of animals

46. The General Manager may:
 - (d) sell, give away free of charge or destroy any impounded animal, in accordance with section 197 of the *Local Government Act 1993*, if:
 - (i) no one has claimed the animal within 14 days of impounding; or
 - (ii) any fees, costs and charges specified by notice have not been paid within the time specified in that notice; and
 - (e) arrange for an impounded animal to be destroyed, in accordance with section 198 of the *Local Government Act 1993*, if, in the opinion of a qualified veterinary surgeon, the animal is:
 - (i) seriously diseased; or
 - (ii) so injured or disabled as to be apparently in continual pain

PART 5 – CARAVANS

Application

47. This Part applies to caravans in the municipal area, but does not apply to those:
 - (a) occupied on Council land appointed as a caravan park or area designated for overnight parking of recreational vehicles, motor homes or caravans; or
 - (b) caravans used by travelling showpersons in the ordinary course of their business; or
 - (c) caravans used by Council work gangs or contractors involved in construction work for the Council; or
 - (d) situated at a person's principal place of residence and occupied by family members of the owner for up to 14 days per calendar year.

Application for Caravan Licence

48. A person may apply in writing for a licence to have a caravan situated on private land by completing and returning to the Council an application in accordance with Form 1 in the first schedule.

Licence necessary to have a Caravan situated on private land



49. A person must not have a caravan situated on private land within the municipal area without a current licence issued by Council in accordance with clause 48 unless the caravan is situated at the person's principal place of residence solely for the purpose of storage.

Penalty: fine not exceeding 10 penalty units

50. Without limitation, this clause applies to a person who is constructing a house as a principal place of residence on land owned by them.

Method of disposal of sewage to be approved

51. A licence to have a caravan situated on private land is not to be granted unless the proposed method for the disposal of sewage has been approved by the Environmental Health Officer.

Cessation of occupation

52. If the holder of a licence issued by the Council ceases to have a caravan situated on private land for which a licence is required, before the expiry of their licence, the holder is to inform the Council within ten days of the date the caravan ceases to be situated on private land.

Licences

53. On receipt of an application, an authorised officer may grant or refuse to grant a licence in accordance with Form 2 in the second schedule.
54. A licence may be granted subject to terms and conditions.
55. A licence must not be issued for a period of more than 12 months.
56. A person who breaches any licence condition imposed by the authorised officer commits an offence.

Penalty: fine not exceeding 5 penalty units.

Power to dispense with compliance

57. Council by resolution may dispense with the compliance by any person with any provision of this Part on such terms and for such period as Council determines at its complete discretion.
58. A dispensation is not valid unless it is in writing and signed by the General Manager.



59. General Manager may revoke a dispensation granted under this clause at any time on giving notice to the person affected.

Disallowance of occupation in public places

60. A person must not occupy a caravan if it is erected, parked or placed on any road, public reserve or other public place.

Penalty: fine not exceeding 5 penalty units.

Cancellation of Licence

61. An Authorised Officer may cancel the licence granted to a person under this Part, if satisfied that the licence holder has breached this Part or has breached a condition imposed under the licence.
62. If an Authorised Officer cancels a licence, the authorised officer is to serve a notice in writing on a licence holder that the licence has been cancelled and the reason for that cancellation.
63. Cancellation of a licence is effective from the day that notice has been served on the licence holder or the date specified in the notice, whichever is the later.

Refusal of licence

64. A licence may be refused if, in the opinion of the Authorised Officer:
- (a) the use of the caravan will adversely affect or is likely to adversely affect the amenities of the neighbourhood in which the caravan is to be set up;
 - (b) the caravan does not contain satisfactory facilities for the supply of water or the disposal of sewage;
 - (c) the caravan does not have sufficient or satisfactory facilities for the supply of water or disposal of sewage available to the occupants; or
65. A licence may be refused if the Authorised Officer has received advice from the Environmental Health Officer that the occupation of the caravan is likely to cause a health hazard.

PART 6 - PERMITS AND APPROVALS

Conditions of licence, approval or authorisation

66. The holder of a licence, approval or authorisation issued pursuant to this by-Law must comply with the terms and conditions thereof.
67. A permit or approval under this by-law may be issued subject to such conditions as the Authorised Officer may consider necessary.



Referral to Council

68. No provision of this by-law is to be construed as preventing the General Manager from requiring an authorised officer to refer any application for a licence to the Council.

Assignment of permit

69. A permit must not be assigned and is not transferable to any person except with the written consent of the Authorised Officer.

PART 7 - INFRINGEMENT NOTICES

Infringement Notices

70. In this clause -
- “**Specific offence**” means an offence against the clause specified in column 1 of Schedule 3.
71. An infringement notice may be issued in respect of a specific offence and the monetary penalty set out adjacent to the offence in Column 3 of Schedule 3 of the infringement notice is imposed with respect to an infringement notice issued for that offence.
72. An authorised officer may –
- (a) issue an infringement notice to a person who the authorised officer has reason to believe is guilty of a specific offence; and
 - (b) issue one infringement notice in respect of more than one specific offence.
73. The *Monetary Penalties Enforcement Act 2005* applies to an infringement notice issued under this by-law.
74. In addition to any other method of service, an infringement notice alleging that a vehicle has been used in relation to a specific offence may be served by affixing it to that vehicle.

PART 8 POWERS OF AUTHORISED OFFICERS

75. An Authorised Officer may:
- (a) remove any person from land owned by, or under the control of the Council, if the authorised officer reasonably believes that person is offending against this by-law;
 - (b) remove anything which is on land owned by, or under the control of the Council without the approval of the General Manager; or



- (c) request assistance from a police officer, and a police officer can carry out any of the actions an Authorised Officer could carry out under this clause, or arrest a person who is on land owned by, or under the control of the Council and whom the police officer reasonably believes is offending against this by-law
76. In order that the Council may perform its functions or exercise its powers under this by-law, the General Manager may authorise an officer to enter land pursuant to s. 20A of the *Local Government Act 1993*. Unless specified otherwise, an officer so authorised may enter and remain in or on any private premises to determine:
- (a) the number of animals or bees on those premises; and
 - (b) whether or not any animal on those premises is authorised under a licence, permit or other authority;
 - (c) the condition of any caravan, animal, enclosure or structure where animals are or are proposed to be kept;
 - (d) whether an offence against this by-law has been committed on those premises; and
 - (e) any other matter relating to any permit, licence or authority, or any application for a permit, licence or written authority

A person must not hinder or obstruct an authorised officer

77. A person must not hinder or obstruct an authorised officer in the exercise of his or her duties under this by-law.

Penalty: fine not exceeding 10 penalty units

78. A person must obey a lawful direction or instruction from an authorised officer, whether that instruction or direction is given verbally or in writing.

Penalty: fine not exceeding 10 penalty units

Supply of Name and Address

79. A person must supply their correct and full name and permanent or present temporary address if requested to do so by an authorised officer or police officer.

Penalty: fine not exceeding 5 Penalty units

80. For the avoidance of doubt, a police officer may arrest a person on land owned by or under the control of the Council if that officer reasonably believes the person has offended against this clause, including by providing false details.

Recovery of Costs



81. Any expense incurred by the Council as a result of a person's contravention or failure to comply with a provision of this by-law is recoverable by the Council as a debt to it from the person failing to comply or contravening the by-law.

PART 9 – Control of Burning

82. For the purpose of regulation 9 of the *Environmental Management and Pollution Control (Smoke) Regulations 2019*:
- (a) an authorised officer may direct a person to extinguish a fire for the burning of wastes or fuels;
 - (b) if either the owner or occupier of the land or person who has lit the fire refuses to extinguish the fire the authorised officer may extinguish the fire or instruct the Tasmania Fire Service to extinguish the fire.
83. Council may recover the costs of extinguishing the fire from the person responsible for lighting the fire.
84. A person must not light a fire, in the open or in an incinerator for the burning of wastes or fuels:
- (a) on council land or a road without the permission of Council.
 - (b) within 50m of a dwelling, unless the dwelling is owned or occupied by that person.
- Penalty: fine not exceeding 10 Penalty Units
85. Clause 84(a) does not apply to the Crown or contractors working on behalf of the Crown.
86. Clause 84(b) does not apply:
- (a) to a wood heater or stove inside a building or structure;
 - (b) when a fire permit issued by the Tasmania Fire Service applies;
 - (c) to a 'fire pit' or similar enclosure or structure used primarily for heating or warmth; or
 - (d) to a wood fired barbeque or pizza oven, but only for the purposes of cooking food.

Schedule 1 - Applications

FORM 1 SORELL COUNCIL APPLICATION FOR CARAVAN LICENCE

Given NameSurname
Residential Address.....
.....
Telephone Number: (Home) (Work)

About the Caravan

Registration Number: Size:
Model: Manufacturer:
Colour:
Address where caravan will be kept:
.....
Name of owner of land where caravan will be kept:
Address of owner of land:
.....
Type of water supply to caravan:
Method of disposal of sewage wastes (including water closet, bath, shower, hand basin
sink and laundry):
.....
Number of people to occupy caravan:
Period proposed to remain on site:

Date:/...../.....

.....
Signature of Applicant

Please attach a site plan to your application showing the outline of the property, the existing buildings, a photograph of the caravan the proposed location of the caravan.



Form 3
SORELL COUNCIL
APPLICATION FOR A PERMIT TO KEEP HORSE, PIG, LIVESTOCK,
ROOSTER or BEES

Applicant Name.....
 Residential Address.....

 Telephone Number: (Home) (Work)
 Email.....

Address where animal will be kept:

Name of owner of land where animal will be kept:

Address of owner of land:

Where animal will be kept, including the type of building, enclosure, hive, stable, land:

Method for ensuring that the animal will not create a nuisance to neighbouring residents:

Number of animals / hives to be kept:

Location where animals will be kept including a map or plan:

Date:/...../.....

.....
 Signature of Applicant

Please attach a site plan to your application showing the outline of the property showing where the animal or hives will be situated including a photograph.



Schedule 2 – Licences**FORM 2****SORELL COUNCIL****LICENCE TO SITUATE CARAVAN ON PRIVATE LAND**

A licence to have a caravan situated on private land being a

 of registration number , to be situated at

 on land owned by , for a period of
 months, is hereby granted, subject to the following

The proposed method for the disposal of sewage has been approved.

A fee of \$ has been received by Council.

Date:/...../.....

.....
 Senior Compliance Officer

FORM 4**SORELL COUNCIL****LICENCE TO KEEP AN ANIMAL OR BEES ON PRIVATE LAND**

A licence to have an animal or bees situated on private land being a

 to be situated at:
 on land owned by: , for a period of
 months, is hereby granted, subject to the following

A fee of \$ has been received by Council.

Date:/...../.....

.....Senior Compliance Officer



Schedule 3 – Infringement Notice Offences

| Column 1 | Column 2 | Column 3 |
|-----------------|--|------------------------------------|
| Clause | General Description of Offence | Penalty (Penalty units) |
| 4 | Off-loading refuse at refuse disposal site | 2 |
| 5 | Hours of use refuse disposal site | 1 |
| 6 | Lighting of fires | 2 |
| 7 | Interference with plant or equipment | 1 |
| 8 | Disposal of loose paper | 1 |
| 10 | Disposal of hazardous waste | 4 |
| 11 | Disposal of sharps | 1 |
| 20 | Collection of kerbside recyclables other than by authorised contractor | 0.5 |
| 21 | Offences relating to use of kerbside collection service | 0.5 |
| 24 | Disposal of dangerous substances | 4 |
| 26 | Failure to comply with a direction from an authorised officer | 4 |
| 28 | Keeping certain animals in prescribed areas without a permit | 2 |
| 29 | Keeping a bee hive close to property boundaries without a permit | 1 |
| 31 | Failure to comply with a notice to provide a screen or barrier | 1 |
| 32 | Keeping a poultry enclosure close to property boundaries | 1 |
| 33 | Keeping a rooster close to property boundaries without a permit | 1 |
| 34 | Failure to comply with maintenance obligations | 1 |
| 36 | Failure to comply with a notice | 2 |
| 49 | Keeping on private land of caravan without a licence | 2 |
| 56 | Breach of condition of caravan licence | 1 |

| | | |
|----|---|---|
| 60 | Occupation of caravan in a public place | 1 |
| 77 | Must not hinder or obstruct authorised offer | 2 |
| 78 | Must obey instruction from authorised officer | 2 |
| 79 | Failure to supply name and address | 1 |
| 84 | Lighting a fire in the open on Council land or within 50m of a dwelling | 2 |

Certified as being in accordance with the law by:

, Australian Legal Practitioner

Dated this day of , 2023 at Hobart

Certified as being made in accordance with the Local Government Act 1993:

.....

General Manager

Dated this day of , 2023 at Hobart

The Common Seal of the Sorell Council was hereunto affixed in the presence of:

.....) Mayor.

.....) Deputy Mayor.

.....) General Manager

Confirmed by me this day of , 2023 at Hobart.

The Honourable ??????????

Minister for Local

Government



AGENDA
ORDINARY COUNCIL MEETING
18 OCTOBER 2022

13.0 HR & COMMUNITY SERVICES

13.1 [^] COMMUNITY GRANTS PROGRAM

RECOMMENDATION

“That Council resolve to approve the following community groups to receive grants under the 2022-2023 Community Grants Program:

- Sorell Men’s Shed - \$1,500.00 (part Funded)
- Jazz by the Sea - \$ 800.00
- South East Tasmania Salvos - \$2,000.00”

Introduction

Through the Community Grants Program 2022-2023, 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 Operating Budget.

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 September, Council received three Community Grant Applications totalling \$6,144.00 from –

- Sorell Men’s Shed - \$1,754.00
- Jazz by the Sea - \$ 800.00
- Tassie Blasters Cricket Club Inc. - \$1,590.00



- South East Tasmania Salvos - \$2,000.00

The applications were assessed by Council at the monthly workshop held on 4 October 2022. The following Councillors were present at the meeting:

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

The Councillors present agreed to fund the below to the amount of \$2300.00

- Sorell Men's Shed - \$1,500.00 (part Funded)
- Jazz by the Sea - \$ 800.00

A further request was received from South East Tasmania Salvos for \$2,000.00 which was communicated to Councillors via email.

These applications are now presented to Council for approval.

SONIA PULLEN
COMMUNITY ENGAGEMENT OFFICER
Date 10 October 2022



14.0 FINANCE

14.1 EXECUTIVE SUMMARY – FINANCIAL REPORT SEPTEMBER 2022 YTD

RECOMMENDATION

“That the Executive Summary – FINANCIAL REPORT SEPTEMBER 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 SEPTEMBER 2022 YEAR-TO-DATE

The operating surplus for the period ended 30 September 2022 of \$12.403m above the budget of \$11.704m by \$700k. The main drivers of this position are:

- Recurrent income year to date is \$17.270m, which is above budget by \$197k.
- Operating expenses year to date are \$4.867m, which is below budget by \$502k.

NOTES TO THE ACCOUNTS**1. RATES AND CHARGES**

Rates and charges are above budget by \$129k to the end of September. The following significant variances are noted:

- Other remissions is below budget by \$27k, as a result of Council receiving less charitable remission requests than anticipated year to date.

2. STATUTORY FEES AND CHARGES

This category is below budget by \$3k to the end of September, with no significant variances noted.

3. USER FEES

This category is above budget by \$22k to the end of September. The following significant variances are noted:

- Caravan Licenses is above budget by \$18k, as a result of amounts being budgeted over September and October but a majority being received in September.



- Dog registrations is above budget by \$23k, as a result of a delay in raising Dog registration renewals. A percentage of the above amount would normally have been received last financial year.
- Engineering inspections is below budget by \$19k, with no activity to date.

4. GRANTS OPERATING

This category is above budget by \$21k to the end of September, with no significant variances noted.

5. CONTRIBUTIONS RECEIVED

This category is below budget by \$14k to the end of September, with no contributions to date.

6. INTEREST

This category is above budget by \$31k to the end of September. The following significant variance are noted:

- Interest received is above budget by \$26k, as a result of significant improvements in interest investment rates.

7. OTHER INCOME

This category is above budget by \$21k to the end of September. The following significant variances are noted:

- SERDA external labour hire recoveries is above budget by \$24k, no income was budgeted due to wind up. The wind up did not totally complete as at 30 June 2022.
- Other facility hire is below budget by \$19k, this income is in relation to the Pembroke Park Stadium. Due to the delay in completion of the stadium no income has been received.

8. INVESTMENT IN TASWATER

This category is below budget by \$10k to the end of September, with no significant variances noted.

9. EMPLOYEE BENEFITS

Total employee benefits are below budget by \$116k to the end of September.

The following significant variances are noted:

- Annual leave is above budget by \$16k, due to a number of terminations.



- Long service leave is below budget by \$23k, due to a number of terminations as accumulated balances were cleared.
- Salaries transferred to WIP is above budget by \$12k, as a result of more than expected hours being allocated to capital jobs year to date.
- Staff training is below budget by \$11k, this is a result of planned training not occurring as scheduled.
- Workers compensation insurance is below budget by \$26k. An increase from 2021/2022 was budgeted for, however for the 2022/2023 financial year MAV Insurance pricing model saw Council's actual premium decrease.

10. MATERIALS AND SERVICES

Materials and services are \$356k below budget to the end of September.

The following significant variances are noted:

- Consultants other is below budget by \$30k, predominantly as a result of underspends to date in both Engineering (\$32k) and Planning (\$15k). Both these planned works will occur later in the year.
- Contractors is below budget by \$12k, predominantly as a result of underspends to date in Roads Sealed (\$22k). This planned works will occur later in the year.
- Mornington Park transfer station disposal costs is below budget by \$14k, as a result of timing of invoices. Invoice expected in September were not posted until October.
- Electricity is below budget by \$28k, as the budget was setup to recognise amounts monthly when it should have been setup to recognise amounts in arrears. Additionally the invoice for August was outstanding at the end of September (\$11k).
- Operating Capital is below budget by \$25k, predominantly as a result of underspends to date in both Community Facilities (\$14k) and Community Facilities – Pembroke Park Stadium (\$14k). Both these planned works will occur later in the year.
- Repairs and maintenance is below budget by \$86k (21%), 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. A significant underspend to date is in Land & Improvements (\$82k), these planned works will occur later in the year.
- Kerbside garbage collection is below budget by \$15k, as a result of timing of invoices. Invoice expected in September were not posted until October.



- Kerbside garbage disposal is below budget by \$18k, as a result of timing of invoices. Invoice expected in September were not posted until October.
- Signage & Guide Posts is below budget by \$48k, predominantly as a result of underspends to date in both Roads Unsealed (\$15k) and Roads Sealed (\$25k). Both these planned works will occur later in the year.

11. DEPRECIATION AND AMORTISATION

This category is below budget by \$116k to the end of September, with no significant variance noted.

12. FINANCE COSTS

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

13. OTHER EXPENSES

This category is above budget by \$84k to the end of September. The following significant variances are noted:

- Functions and programs expense is below budget by \$27k, predominantly as a result of delayed expenditure. This expenditure is expected to be incurred later in the financial year.
- Government contribution (voluntary) is above budget by \$150k, as a result of early payment of the quarterly instalment. This amount was budgeted in the month of October 2022.
- Public liability insurance is below budget by \$34k. An increase from 2021/2022 was budgeted for, however for the 2022/2023 financial year MAV Insurance pricing model saw Council's actual premium decrease.

14. GRANTS CAPITAL

This category is below budget by \$447k to the end of September.

Roads to Recovery funding was budgeted to be received later in the year, however an instalment was received in July.

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



15. CONTRIBUTIONS – NON MONETARY ASSETS

No non-monetary asset contribution revenue was received as at the end of September.

16. NET GAIN / (LOSS) ON DISPOSAL

No net gain / loss on disposal revenue was received as at the end of September.

17. SHARE OF INTEREST IN JOINT VENTURES

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

CAPITAL EXPENDITURE

Capital expenditure to the end of September 2022 is \$1,486,959 (as per Capital Works report run on 3 October 2022).

The following capital jobs do not have an approved budget but have expected expenditure in the 2022/2023 financial year:

| Job Name and # | Month reported to Council | Current Expected Budget <i>Variance</i> |
|--|---------------------------|--|
| C-23-S-010 – Midway Point - Grate Replacements | July 2022 | \$10,000 |
| C-22-S-012 – 189 Lewisham Scenic Drive - Stormwater | July 2022 | \$18,976 |
| C-22-T-037 – Midway Point, outside 252 Penna Road - Footpath replacement | July 2022 | \$25,000 |

The following capital jobs have variances of greater than 10% or are expected to have variances of greater than 10% in the 2022/23 financial year:

- C-22-BR-007 – Shark Point Road, Penna – Orielson bridge refurbishment – This capital job has a budget of \$492,566. The actual spend to date is \$354,286 with commitments of \$189,673. This job is expected to exceed the budget by \$26,000. The overspend is due to the following:

 - After winning the tender Geotech completed a report about the structural design to determine if the work would fix the issue.
 - Council engaged the services of a crane operator to salvage culvert units from the demolished bridge for possible re-use.
- C-20-PemPark-Civil – Pembroke Park Stadium - access road, carpark, kerb, channel, footpaths – This capital job has a budget of \$291,333. The actual spend to date is \$225,081 with Commitments of \$128,989. This job is



expected to exceed the budget by \$100,000. The overspend will include additional landscaping including bollards and footpaths. In addition, it is expected that overflow car parking will be sealed to reduce the risk of pebbles, mud etc. being walked into the stadium.

CASH & INVESTMENTS

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

Council's cash position decreased during September, predominantly due to the payment of payroll and invoices, including capital works invoices. Sorell Council continues to hold \$1.0m in grant income received in advance as reported in the Balance Sheet. In comparison with the 2021/2022 financial year, the current cash balance is \$7k less than the balance at the same time last year.

CASH RESERVES

As at 30 September 2022, cash reserves being held by Council are as follows;

| | |
|---------------------------------|-------------------|
| Land Sales | \$1,125,658 |
| Public Open Space Contributions | <u>\$ 661,266</u> |
| | \$1,786,924 |

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 40.8% of rates already paid by the end of September. At the same time last year, Council had received 41.6% of rates.



ATTACHMENTS

- a) Statement of Income and Expenditure for the period ending 30 September 2022 (Pages 1)
- b) Statement of Financial Position as at 30 September 2022 (Pages 1)
- c) Statement of Cash Position as at 30 September 2022 (Pages 1)
- d) Detailed Statement of Income & Exp. for the period ending 30 Sept. 2022 (Pages 5)
- e) Capital Works report for the period ending 30 September 2022 (Pages 10)
- f) Graph 1 – Total Cash Available (Pages 2)
- g) Graph 2 – Rates Outstanding (Pages 2)
- h) Grants Variance Analysis (Pages 1)

SCOTT NICOL
MANAGER FINANCE

CHRISTINE FRASER
FINANCE OFFICER

Date: 11 October 2022
Attachments (23 pages)



AGENDA
ORDINARY COUNCIL MEETING
18 OCTOBER 2022

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

| | NOTES | ACTUAL YTD | BUDGET YTD | VAR | FULL YEAR BUDGET |
|-------------------------------------|-------|-------------------|-------------------|------------------|---------------------|
| INCOME | | | | | |
| RECURRENT INCOME | | | | | |
| Rates and Charges | 1 | 16,433,691 | 16,304,214 | 129,477 | 16,334,283 |
| Statutory fees and fines | 2 | 171,786 | 174,925 | (3,139) | 634,541 |
| User Fees | 3 | 222,156 | 200,392 | 21,765 | 676,735 |
| Grants Operating | 4 | 183,577 | 162,924 | 20,654 | 666,694 |
| Contributions received | 5 | 0 | 13,750 | (13,750) | 102,500 |
| Interest | 6 | 48,762 | 17,917 | 30,844 | 142,370 |
| Other income | 7 | 129,326 | 108,124 | 21,202 | 467,223 |
| Investment income from TasWater | 8 | 81,000 | 90,600 | (9,600) | 362,400 |
| | | 17,270,299 | 17,072,846 | 197,453 | 19,386,747 |
| EXPENSES | | | | | |
| Employee benefits | 9 | 1,678,260 | 1,794,336 | 116,076 | 7,052,292 |
| Materials and services | 10 | 1,287,431 | 1,643,796 | 356,365 | 6,418,061 |
| Depreciation and amortisation | 11 | 1,298,081 | 1,413,802 | 115,721 | 5,617,137 |
| Finance costs | 12 | (22,123) | (23,849) | (1,726) | 61,299 |
| Other expenses | 13 | 625,206 | 541,091 | (84,115) | 1,707,868 |
| TOTAL EXPENSES | | 4,866,855 | 5,369,177 | 502,321 | 20,856,657 |
| OPERATING SURPLUS/(DEFICIT) | | 12,403,443 | 11,703,669 | 699,774 | (1,469,910) |
| CAPITAL INCOME | | | | | |
| Grants Capital | 14 | 244,892 | 692,237 | (447,345) | 5,489,917 |
| Contributions - non-monetary assets | 15 | 0 | 0 | 0 | 0 |
| Net gain/(loss) on disposal | 16 | 0 | 0 | 0 | 0 |
| Share of Interests in JVs | 17 | 0 | 0 | 0 | 0 |
| TOTAL CAPITAL INCOME | | 244,892 | 692,237 | (447,345) | 5,489,917 |
| SURPLUS/(DEFICIT) | | 12,648,335 | 12,395,906 | 252,429 | 4,020,007 |



SORELL COUNCIL
STATEMENT OF FINANCIAL POSITION
As At September 2022

| | Actual 2022/2023 | Actual 30 June 2022 | Movement |
|---|---------------------|------------------------|--------------------|
| ASSETS | | | |
| Current Assets | | | |
| Cash and Cash Equivalents | 10,405,231 | 11,359,292 | (954,061) |
| Investments | 7,052,042 | 4,052,042 | 3,000,000 |
| Trade and Other Receivables | 10,024,591 | 812,136 | 9,212,455 |
| Inventories | 58,307 | 58,307 | - |
| Other Assets | 263,808 | 557,558 | (293,750) |
| Total Current Assets | 27,803,978 | 16,839,335 | 10,964,644 |
| Non-Current Assets | | | |
| Trade and Other Receivables | 33,257 | 33,437 | (180) |
| Assets Held for Sale | 1 | 1 | - |
| Intangible Assets | 272,654 | 277,375 | (4,722) |
| Property, Infrastructure, Plant and Equipment | 273,182,668 | 274,578,469 | (1,395,801) |
| Work in Progress | 12,618,273 | 11,257,421 | 1,360,852 |
| Investments | 29,226,730 | 29,226,730 | - |
| Other Non-Current Assets | 26,103 | 26,103 | - |
| Total Non-Current Assets | 315,359,686 | 315,399,537 | (39,851) |
| TOTAL ASSETS | 343,163,663 | 332,238,872 | 10,924,793 |
| LIABILITIES | | | |
| Current Liabilities | | | |
| Trade and Other Payables | 528,425 | 1,584,885 | (1,056,461) |
| Trust Funds and Deposits | 961,238 | 1,007,744 | (46,506) |
| Interest Bearing Loans & Borrowings | 425,045 | 425,045 | - |
| Provisions | 1,390,989 | 1,416,472 | (25,483) |
| Contract Liabilities | 1,001,532 | 1,596,624 | (595,092) |
| Other Current Liabilities | 8,593 | 8,593 | - |
| Total Current Liabilities | 4,315,822 | 6,039,364 | (1,723,542) |
| Non-Current Liabilities | | | |
| Interest Bearing Loans & Borrowings | 2,329,946 | 2,329,946 | - |
| Provisions | 119,154 | 119,154 | - |
| Contract Liabilities | - | - | - |
| Other Current Liabilities | 18,194 | 18,194 | - |
| Total Non-Current Liabilities | 2,467,294 | 2,467,294 | - |
| TOTAL LIABILITIES | 6,783,116 | 8,506,658 | (1,723,542) |
| Net Assets | 336,380,547 | 323,732,213 | 12,648,335 |
| EQUITY | | | |
| Accumulated Surplus | 133,657,175 | 121,008,841 | 12,648,334 |
| Reserves | 202,723,372 | 202,723,372 | - |
| Total Equity | 336,380,547 | 323,732,214 | 12,648,334 |



SORELL COUNCIL
STATEMENT OF CASH POSITION
As At September 2022

| | |
|---|------------------|
| | \$ |
| Opening Balance Cash at Bank & Investments | 15,411,334 |
| Closing Balance Cash at Bank & Investments | 17,457,273 |
| Cash Movement Year to Date | 2,045,939 |
| <i>Represented by:</i> | |
| Net Surplus / (Deficit) | 12,648,335 |
| Add: Depreciation | 1,298,081 |
| Net Cash Surplus / (Deficit) | 13,946,416 |
| Loan Repayments | 0 |
| Capital Expenditure (per capital report) | (1,360,852) |
| Capital Expenditure - Asset (Purchases) / Disposals | 97,720 |
| Balance Sheet Movements | (10,637,345) |
| Cash Movement Year to Date | 2,045,939 |



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED September 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 | (13,162,502) | (13,008,824) | 153,678 | (13,008,824) |
| 1110 Rates General Written Off | 6 | 1,250 | 1,244 | 5,000 |
| 1115 State Grant Rates Remission | (749,593) | (742,995) | 6,598 | (825,550) |
| 1120 Rates Pensioner Concession | 813,741 | 809,039 | (4,702) | 825,550 |
| 1125 Domestic Waste Annual Charge | (2,723,990) | (2,782,133) | (58,143) | (2,782,133) |
| 1130 Fire Rates Levy Income | (631,358) | (627,576) | 3,782 | (627,576) |
| 1150 Other Remissions | 20,247 | 47,025 | 26,778 | 82,250 |
| 1160 AWTs Maintenance Fee Received | (243) | 0 | 243 | (3,000) |
| 1199 Rates and Charges Total | (16,433,691) | (16,304,214) | 129,477 | (16,334,283) |
| 1200 Statutory Fees and Charges | | | | |
| 1210 132 & 337 Certificate Fees | (40,657) | (37,500) | 3,157 | (150,000) |
| 1220 Town Planning Fees | (119,920) | (134,550) | (14,631) | (470,925) |
| 1225 Animal Infringements & Fines | (3,500) | (1,000) | 2,500 | (4,000) |
| 1230 Other Infringements Fines & Penalties | (5,543) | (1,250) | 4,293 | (5,000) |
| 1235 Licences & Permits | (2,167) | 0 | 2,167 | (2,116) |
| 1240 Street Stall Permit Fee | 0 | (625) | (625) | (2,500) |
| 1299 Statutory Fees and Charges Total | (171,786) | (174,925) | (3,139) | (634,541) |
| 1300 User Fees | | | | |
| 1303 Animal Management Sundry Income -collars,signs etc | 0 | 0 | 0 | 0 |
| 1306 Building Assessment Fees | (21,829) | (27,000) | (5,172) | (108,000) |
| 1318 Caravan Licences | (22,489) | (4,585) | 17,904 | (13,754) |
| 1327 Dog Impounding & Release Fees | (290) | (300) | (10) | (1,200) |
| 1330 Dog Registration & Renewal | (90,233) | (67,860) | 22,373 | (96,255) |
| 1331 Kennel Licences | 367 | (1,500) | (1,867) | (1,500) |
| 1333 Driveway Approval and Inspection Fees | (3,300) | (1,000) | 2,300 | (4,000) |
| 1335 Engineering Inspections & 1% Approval Fee | 0 | (18,750) | (18,750) | (75,000) |
| 1336 Fire Abatement Charges | 0 | 0 | 0 | (15,000) |
| 1342 Food Licences | 2,889 | 0 | (2,889) | (44,436) |
| 1351 Photocopy Charges | 0 | 0 | 0 | 0 |
| 1354 Plumbing Application Fees | (32,396) | (36,225) | (3,829) | (144,900) |
| 1357 Plumbing Inspection | (30,040) | (39,330) | (9,290) | (157,320) |
| 1360 Amended Plan Fees | (2,063) | (1,250) | 813 | (5,000) |
| 1363 Recreational Vehicle Income | (1,640) | (2,593) | (953) | (10,370) |
| 1369 Building Administration Fee (0.1%) | (7,480) | 0 | 7,480 | 0 |
| 1372 TBCITB Training Levy (0.2%) | (13,654) | 0 | 13,654 | 0 |
| 1399 User Fees Total | (222,156) | (200,392) | 21,765 | (676,735) |
| 1400 Grants Operating | | | | |
| 1405 Commonwealth Financial Assistance Grant | (176,795) | (162,924) | 13,871 | (651,694) |
| 1410 Comm'th Grants & Subsidies | 0 | 0 | 0 | 0 |
| 1415 State Grants & Subsidies | (6,782) | 0 | 6,782 | (15,000) |
| 1420 Other Grants & Subsidies | 0 | 0 | 0 | 0 |
| 1430 Training Incentive Payment | 0 | 0 | 0 | 0 |
| 1499 Grants Operating Total | (183,577) | (162,924) | 20,654 | (666,694) |
| 1500 Contributions Received | | | | |
| 1505 Public Open Space Contributions | 0 | (12,500) | (12,500) | (50,000) |
| 1506 Car Parking Cash in Leui Contributions | 0 | (1,250) | (1,250) | (27,500) |



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

| | ACTUAL | BUDGET | VAR | FULL YEAR BUDGET |
|--|---------------------|---------------------|------------------|---------------------|
| 1507 Subdiv Traffic Management Treatment Contributions | 0 | 0 | 0 | (25,000) |
| 1510 Contributions Received Other | 0 | 0 | 0 | 0 |
| 1549 Contributions Received Total | 0 | (13,750) | (13,750) | (102,500) |
| 1550 Interest | | | | |
| 1560 Rates Interest Penalty | (27,246) | (23,000) | 4,246 | (110,000) |
| 1565 Rates Interest Written Off | 43 | 50 | 7 | 500 |
| 1570 Rates Legal Costs Recovered | (677) | (188) | 489 | (750) |
| 1575 Interest Received Banks & Other | (20,860) | 5,250 | 26,110 | (32,000) |
| 1577 Interest - MPIA | (22) | (30) | (8) | (120) |
| 1599 Interest Total | (48,762) | (17,917) | 30,844 | (142,370) |
| 1600 Other Income | | | | |
| 1605 Bad Debts Recovered | 0 | 0 | 0 | 0 |
| 1610 Diesel Fuel Rebate | (1,283) | (4,026) | (2,742) | (24,155) |
| 1615 Donations Received | 1,000 | 0 | (1,000) | 0 |
| 1620 Hall Hire | (20,695) | (14,145) | 6,550 | (87,975) |
| 1625 Lease/Rent Fees Received | (22,614) | (22,193) | 421 | (55,362) |
| 1627 Lease Fees - Copping Tip | (18,525) | (18,525) | 0 | (107,085) |
| 1630 Other Facility Hire | (13,560) | (32,342) | (18,783) | (129,370) |
| 1632 SERDA - External Labour Hire Recoveries | (24,940) | 0 | 24,940 | 0 |
| 1633 External Labour Hire Recoveries | 0 | 0 | 0 | 0 |
| 1634 NRM Recoveries | 0 | 0 | 0 | 0 |
| 1635 Other Sundry Income | (6,810) | (500) | 6,310 | (2,000) |
| 1637 Insurance Recoveries | 0 | 0 | 0 | 0 |
| 1645 Vehicle FBT Recoveries | (11,934) | (15,030) | (3,097) | (55,827) |
| 1655 Workers Compensation - Reimbursement | (4,259) | 0 | 4,259 | 0 |
| 1656 Copping Public Cemetery Trust Net Income | (3,200) | (825) | 2,375 | (3,300) |
| 1659 Information Board Revenue - Dunalley Hall | 0 | 0 | 0 | 0 |
| 1660 Grave Site Sales - Dunalley Hall | (1,305) | (538) | 768 | (2,150) |
| 1662 Wheelie Bin Stabiliser Income | (1,201) | 0 | 1,201 | 0 |
| 1689 Other Income Total | (129,326) | (108,124) | 21,202 | (467,223) |
| 1690 Investment Income from TasWater | | | | |
| 1694 TasWater Interim Dividend | (81,000) | (90,600) | (9,600) | (362,400) |
| 1699 Investment Income from TasWater Total | (81,000) | (90,600) | (9,600) | (362,400) |
| 1999 Recurrent Income Total | (17,270,299) | (17,072,846) | 197,453 | (19,386,747) |
| 2000 Capital Income | | | | |
| 2100 Grants Capital | | | | |
| 2105 Roads to Recovery Funding | (60,576) | 0 | 60,576 | (387,296) |
| 2110 Comm'th Grants new or upgraded assets | (28,019) | (630,000) | (601,981) | (2,567,031) |
| 2115 State Grants for new or upgraded assets | (135,890) | (40,000) | 95,890 | (2,080,353) |
| 2120 Other Grants for new or upgraded assets | (20,406) | (22,237) | (1,831) | (455,237) |
| 2199 Grants Capital Total | (244,892) | (692,237) | (447,345) | (5,489,917) |
| 2200 Contributions - Non-monetary Assets | | | | |
| 2205 Developer Contributions for assets | 0 | 0 | 0 | 0 |
| 2299 Contributions - Non-monetary Assets Total | 0 | 0 | 0 | 0 |
| 2300 Net Gain/(Loss) on Disposal | | | | |
| 2305 (Profit) / Loss on Disposal of Assets | 0 | 0 | 0 | 0 |
| 2320 Recognition / De-recognition of Assets | 0 | 0 | 0 | 0 |
| 2399 Net (Gain) / Loss on Disposal Total | 0 | 0 | 0 | 0 |



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

| | ACTUAL | BUDGET | VAR | FULL YEAR BUDGET |
|--|---------------------|---------------------|------------------|---------------------|
| 2400 Share of Interests in Joint Ventures | | | | |
| 2410 Fair value adjustment - Investment in Associate | 0 | 0 | 0 | 0 |
| 2420 Revenue from Investment in Associates | 0 | 0 | 0 | 0 |
| 2499 Share of Interests in Joint Ventures Total | 0 | 0 | 0 | 0 |
| 2899 CAPITAL INCOME TOTAL | (244,892) | (692,237) | (447,345) | (5,489,917) |
| 2999 TOTAL INCOME | (17,515,190) | (17,765,083) | (249,893) | (24,876,663) |
| 3000 Expenses | | | | |
| 3100 Employee Benefits | | | | |
| 3102 ADO Expense | 17,068 | 14,338 | (2,731) | 61,646 |
| 3103 Annual Leave | 144,032 | 128,288 | (15,744) | 496,763 |
| 3109 Conferences | 413 | 500 | 87 | 3,000 |
| 3111 Drug and Alcohol Testing | 0 | 938 | 938 | 3,750 |
| 3112 FBT Expenses - Gift Cards / Gifts | 346 | 500 | 154 | 3,000 |
| 3114 FBT Expenses - Entertainment (FBT) | 538 | 825 | 287 | 4,500 |
| 3115 Fringe Benefit Taxes | 8,330 | 8,330 | 0 | 33,321 |
| 3118 Health and Well Being | 118 | 500 | 382 | 4,000 |
| 3124 Long Service Leave | 40,892 | 63,988 | 23,096 | 169,234 |
| 3127 Medicals | 0 | 780 | 780 | 2,600 |
| 3130 Occupational Health and Safety | 0 | 0 | 0 | 0 |
| 3136 Other Employee Costs | 0 | 0 | 0 | 0 |
| 3139 Overheads Recovered | (13,856) | (8,878) | 4,978 | (63,881) |
| 3145 Payroll Tax | 77,467 | 72,750 | (4,717) | 305,397 |
| 3148 Protective Clothing & Accessories | 14,535 | 15,813 | 1,277 | 28,250 |
| 3151 Recruitment Costs | 2,645 | 0 | (2,645) | 0 |
| 3154 Salaries | 1,149,743 | 1,192,854 | 43,111 | 5,074,787 |
| 3156 Salaries transferred to WIP | (37,462) | (25,882) | 11,580 | (198,183) |
| 3163 Staff Training | 9,242 | 19,950 | 10,708 | 66,500 |
| 3166 Superannuation - Council Contribution | 170,760 | 189,251 | 18,491 | 793,645 |
| 3169 Temp Staff Employed Through Agency | 0 | 0 | 0 | 0 |
| 3172 Travel and Accommodation | 0 | 125 | 125 | 500 |
| 3175 Uniforms / Clothes Purchased | 1,593 | 1,200 | (393) | 14,000 |
| 3181 Workers Compensation Expense Claims | 257 | 0 | (257) | 0 |
| 3184 Workers Compensation Insurance | 91,599 | 118,166 | 26,567 | 249,463 |
| 3199 Employee Benefits Total | 1,678,260 | 1,794,336 | 116,076 | 7,052,292 |
| 3200 Materials and Services | | | | |
| 3201 Abandoned Cars & Dumped Rubbish Disposal Costs | 1,790 | 1,250 | (540) | 5,000 |
| 3202 Advertising | 15,025 | 17,797 | 2,772 | 96,156 |
| 3204 AWTs Maintenance Charge | 0 | 563 | 563 | 2,250 |
| 3206 Cleaning | 33,860 | 35,583 | 1,723 | 213,496 |
| 3208 Computer Hardware / Hardware Maintenance | 8,075 | 3,850 | (4,225) | 14,350 |
| 3212 Computer Software Maint and Licenses | 147,887 | 138,103 | (9,785) | 257,708 |
| 3214 Consultants Other | 46,215 | 76,000 | 29,785 | 198,996 |
| 3216 Contractors | 56,008 | 67,652 | 11,644 | 236,905 |
| 3217 Contractors - Common Services | 0 | 0 | 0 | 0 |
| 3218 Copping Tip Disposal Costs | 0 | 0 | 0 | 0 |
| 3220 Mornington Park transfer station disposal costs | 22,690 | 37,500 | 14,811 | 150,000 |
| 3221 Electronic Notices / Reminders | 0 | 0 | 0 | 2,025 |
| 3222 Electricity | 22,424 | 50,606 | 28,182 | 209,659 |



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

| | ACTUAL | BUDGET | VAR | FULL YEAR BUDGET |
|--|------------------|------------------|----------------|---------------------|
| 3223 Emergency Management | 0 | 0 | 0 | 2,000 |
| 3224 Fire Hazard Reduction (Private Land) | 0 | 0 | 0 | 9,000 |
| 3226 Fuel | 43,269 | 33,621 | (9,647) | 201,728 |
| 3232 Internet, Telephone & Other Communication Charges | 12,157 | 12,051 | (106) | 49,645 |
| 3234 Land Survey Costs | 0 | 2,500 | 2,500 | 10,000 |
| 3236 Legal Fees (Advice etc) | 14,871 | 24,250 | 9,380 | 97,000 |
| 3237 Line Marking - Transport Infrastructure | 0 | 0 | 0 | 32,000 |
| 3240 Municipal Waste (Reserves) | 0 | 0 | 0 | 0 |
| 3241 Operating Capital | 17,366 | 42,100 | 24,734 | 105,500 |
| 3244 Plant & Motor Vehicle Repairs & Services | 18,617 | 27,500 | 8,883 | 113,000 |
| 3246 Plant Hire - External | 4,197 | 9,333 | 5,136 | 37,000 |
| 3248 Plant Hire - Internal Usage | 7,225 | 5,805 | (1,420) | 23,219 |
| 3250 Plant Hire Recovered | (17,116) | (9,082) | 8,034 | (83,105) |
| 3252 Plant Registration Fees | 40,404 | 38,583 | (1,821) | 39,003 |
| 3254 Printing | 9,594 | 9,765 | 171 | 35,808 |
| 3256 Recycling Centres | 19,488 | 27,684 | 8,197 | 166,106 |
| 3257 Recycling Hub | 0 | 0 | 0 | 2,000 |
| 3258 Registrations, Licenses and Permits | 2,043 | 3,592 | 1,549 | 3,592 |
| 3259 CEMETERY Repairs and Maintenance | 0 | 2,000 | 2,000 | 10,000 |
| 3260 Repairs and Maintenance | 330,154 | 416,186 | 86,032 | 1,750,022 |
| 3261 Road Kill Collection Fees | 385 | 441 | 56 | 2,645 |
| 3262 Kerbside Green Waste Collection | 31,034 | 40,557 | 9,522 | 243,340 |
| 3263 Kerbside Green Waste Disposal | 5,237 | 10,580 | 5,343 | 63,480 |
| 3264 Kerbside Hard Waste Collection | 39,418 | 44,965 | 5,547 | 179,860 |
| 3265 Kerbside Hard Waste Disposal | 4,935 | 10,580 | 5,645 | 42,320 |
| 3266 Kerbside Recycling Collection | 67,266 | 74,665 | 7,399 | 298,660 |
| 3267 Kerbside Recycling Disposal | 21,542 | 29,624 | 8,082 | 177,744 |
| 3268 Kerbside Garbage Collection | 133,785 | 144,334 | 10,549 | 577,334 |
| 3269 Kerbside Garbage Disposal | 30,159 | 48,932 | 18,773 | 195,730 |
| 3270 Security | 4,085 | 5,401 | 1,316 | 26,496 |
| 3273 Signage & Guide Posts | 13,450 | 61,350 | 47,900 | 94,600 |
| 3276 Settlement Costs ONLY | 0 | 1,250 | 1,250 | 5,000 |
| 3278 Stationery & Office Consumables | 7,399 | 10,759 | 3,359 | 41,951 |
| 3279 Street Bin Collection Contract | 30,830 | 38,000 | 7,170 | 258,152 |
| 3280 Tools/Equipment Expensed (under \$1,000) | 3,898 | 7,650 | 3,752 | 23,700 |
| 3282 Tyres | 7,024 | 3,750 | (3,274) | 15,000 |
| 3284 Valuation Expenses | 6,250 | 8,333 | 2,083 | 50,000 |
| 3290 Water Charges (Works Order) | 24,491 | 27,836 | 3,345 | 131,987 |
| 3292 Wheelie Bin Stabiliser Expenses | 0 | 0 | 0 | 0 |
| 3299 Materials and Services Total | 1,287,431 | 1,643,796 | 356,365 | 6,418,061 |
| 3390 Impairment of Debts | | | | |
| 3399 Impairment of Debts Total | 0 | 0 | 0 | 0 |
| 3400 Depreciation and Amortisation | | | | |
| 3405 Depreciation Expense | 1,293,359 | 1,383,174 | 89,814 | 5,487,591 |
| 3410 Amortisation Expense | 4,722 | 30,628 | 25,907 | 121,514 |
| 3415 Amortisation Expense (Right of Use Asset) | 0 | 0 | 0 | 8,032 |
| 3499 Depreciation and Amortisation Total | 1,298,081 | 1,413,802 | 115,721 | 5,617,137 |
| 3500 Finance Costs | | | | |



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

| | ACTUAL | BUDGET | VAR | FULL YEAR BUDGET |
|---|---------------------|---------------------|-----------------|---------------------|
| 3505 Interest on Loans | (22,123) | (23,849) | (1,726) | 60,727 |
| 3515 Interest on Overdue Accounts | 0 | 0 | 0 | 0 |
| 3521 Interest Expense (Lease Liability) | 0 | 0 | 0 | 572 |
| 3599 Finance Costs Total | (22,123) | (23,849) | (1,726) | 61,299 |
| 3600 Other Expenses | | | | |
| 3604 Audit Fees | 7,000 | 0 | (7,000) | 33,108 |
| 3606 Audit Panel Expenses | 1,750 | 1,750 | 0 | 7,000 |
| 3608 Bad & Doubtful Debts | 0 | 0 | 0 | 0 |
| 3612 Bank Fees & Charges | 10,846 | 10,030 | (816) | 40,119 |
| 3616 Bank Fees Recovered | (1,104) | (923) | 182 | (3,690) |
| 3620 Cashiers Rounding Adjustments | 2 | 6 | 4 | 25 |
| 3624 Commissions Paid | 5,682 | 4,383 | (1,299) | 26,295 |
| 3636 Councillor Allowances | 32,454 | 36,511 | 4,057 | 151,690 |
| 3640 Councillor Expenses | 125 | 500 | 375 | 2,000 |
| 3644 Councillor Vehicle Allowance | 622 | 1,400 | 778 | 5,600 |
| 3656 Deputy Mayors Allowance | 3,854 | 3,854 | 0 | 16,010 |
| 3660 Dog Pound & Other Animal Management Expenses | 500 | 1,750 | 1,250 | 5,000 |
| 3661 Dog Home & Vet Fees | 285 | 250 | (35) | 1,000 |
| 3664 Donations and Section 77 Expenses | 14,626 | 13,000 | (1,626) | 65,000 |
| 3668 Election Expenses | 7,451 | 0 | (7,451) | 72,243 |
| 3672 Employee Sub, Licences and Memberships | 67,046 | 76,857 | 9,811 | 92,344 |
| 3676 Functions & Programs | 4,291 | 31,463 | 27,171 | 52,650 |
| 3680 Excess Payable on Insurance Claims | 4,706 | 750 | (3,956) | 3,000 |
| 3688 Food & Beverages | 415 | 1,021 | 606 | 4,084 |
| 3692 General Insurance | 114,861 | 123,100 | 8,239 | 123,100 |
| 3704 Government Contribution (Voluntary) | 150,618 | 0 | (150,618) | 602,473 |
| 3712 Immunisations | 150 | 0 | (150) | 3,500 |
| 3720 Land Tax | 0 | 0 | 0 | 61,778 |
| 3724 Mayor's Allowance | 10,141 | 10,141 | 0 | 42,134 |
| 3731 NRM Expenses | 2,500 | 5,000 | 2,500 | 20,000 |
| 3732 Motor Vehicle Insurance | 31,724 | 36,490 | 4,766 | 36,490 |
| 3736 Other roundings | 5 | 6 | 1 | 25 |
| 3740 Other Sundry Expenses | 2,426 | 868 | (1,558) | 3,471 |
| 3744 Photocopier Leases & Operating Costs | 4,731 | 4,318 | (413) | 12,140 |
| 3748 Postage | 14,468 | 11,890 | (2,578) | 54,102 |
| 3752 Public Liability Insurance | 120,662 | 154,728 | 34,066 | 154,728 |
| 3760 Reference Materials | 99 | 250 | 151 | 1,500 |
| 3768 Sampling, Testing and Monitoring | 543 | 0 | (543) | 6,000 |
| 3770 Storage Costs | 202 | 250 | 48 | 1,500 |
| 3771 SERDA Internal Organisational Support | 0 | 0 | 0 | 0 |
| 3784 Voluntary Contributions | 11,526 | 11,449 | (77) | 11,449 |
| 3799 Other Expenses Total | 625,206 | 541,091 | (84,115) | 1,707,868 |
| 3990 EXPENSES TOTAL | 4,866,855 | 5,369,177 | 502,321 | 20,856,657 |
| 3995 (SURPLUS)/DEFICIT | (12,648,335) | (12,395,906) | 252,429 | (4,020,007) |



| 4/10/2022 | SORELL COUNCIL | | | | | |
|-----------|-------------------------------------|------------|---|------------------------------------|---------------------|-------------|
| | | | | | | |
| | | | | | | |
| Number | Location | Job No. | Detailed Description | Original Approved Budget 2022/2023 | This Financial year | Commitments |
| | ROADS | | | | | |
| 1 | Sorell, CAC Access Road | C-23-T-001 | Emergency vehicle egress and pedestrian access only | | - | - |
| 2 | Marion Bay, Bay Road | C-23-T-002 | Road works associated with SW upgrade | | - | - |
| 3 | Dodges Ferry, Parnella Road | C-23-T-003 | Road works associated with SW upgrade | | - | - |
| 4 | Nugent, Nugent Road | C-23-T-004 | Chip Seal + Lime Stabilisation | | - | - |
| 5 | Wattle Hill, Nugent Road | C-23-T-005 | Lime stabilise, 100mm base, drainage & 14/7 seal - | | - | - |
| 6 | Primrose Sands, Primrose Sands Road | C-23-T-006 | Reconstruction with AC Surface | | - | - |
| 7 | Primrose Sands, Grevillea Street | C-23-T-007 | Reconstruction with Chip Seal Surface | | - | - |
| 8 | Orielton, Allambie Road | C-23-T-008 | Reconstruction with Chip Seal Surface | | - | - |
| 9 | Primrose Sands, Oak Street | C-23-T-009 | Reconstruction with Chip Seal Surface | | - | - |
| 10 | Marion Bay, Bay Road | C-23-T-010 | Reconstruction with Chip Seal Surface | | - | - |
| | | | | \$ 2,676,955 | | |



| 4/10/2022 | SORELL COUNCIL | | | | | |
|-----------|-------------------------------|------------|--|------------------------------------|---------------------|-------------|
| | | | | | | |
| | | | | | | |
| Number | Location | Job No. | Detailed Description | Original Approved Budget 2022/2023 | This Financial year | Commitments |
| | RESHEETING | | | | | |
| 11 | Primrose Sands, Abelia Street | C-23-T-011 | 1 Segment resheet, 100mm new gravel | | - | - |
| 12 | Forcett, Alomes Road | C-23-T-012 | 2 segments resheet, 100mm new gravel | | - | - |
| 13 | Dunnalley, Annie Street | C-23-T-013 | 2 segments resheet, 100mm new gravel | | - | - |
| 14 | Dodges Ferry, Church Street | C-23-T-014 | 1 Segment resheet, 100mm new gravel | | - | - |
| 15 | Primrose Sands, Elm Street | C-23-T-015 | 1 Segment resheet, 100mm new gravel | | - | - |
| 16 | Carlton, Eularminner Street | C-23-T-016 | 1 Segment resheet, 100mm new gravel | | - | - |
| 17 | Forcett, Heatherbell Road | C-23-T-017 | 4 segments resheet, 100mm new gravel | | - | - |
| 18 | Carlton, Josephs Road | C-23-T-018 | 7 segments resheet, 100mm new gravel | | - | - |
| 19 | Bream Creek, Marchwiel Road | C-23-T-019 | 7 segments resheet, 100mm new gravel | | - | - |
| 20 | Forcett, Matthews Road | C-23-T-020 | 1 Segment resheet, 100mm new gravel | | - | - |
| 21 | Carlton River, McGinness Road | C-23-T-021 | 1 Segment resheet, 100mm new gravel | | - | - |
| 22 | Nugent, Mill Road | C-23-T-022 | 6 Segment resheet, 100mm new gravel | | - | - |
| 23 | Nugent, Nugent Road | C-23-T-023 | 16 segments of Nugent Road, 100mm new gravel | | - | - |
| 24 | Orielton, Orielton Road | C-23-T-024 | 4 segments resheet, 100mm new gravel | | - | - |
| 25 | Carlton, Parker Street | C-23-T-025 | 1 Segment resheet, 100mm new gravel | | - | - |
| 26 | Dodges Ferry, Pengana Street | C-23-T-026 | 1 Segment resheet, 100mm new gravel | | - | - |
| 27 | Carlton River, Reardons Road | C-23-T-027 | 4 segments resheet, 50mm new gravel | | - | - |
| 28 | Carlton, River Street | C-23-T-028 | 1 Segment resheet, 100mm new gravel | | - | - |
| 29 | Sorell, Rosendale Road | C-23-T-029 | 2 segments resheet, 100mm new gravel | | - | - |
| 30 | Wattle Hill, Shrub End Road | C-23-T-030 | 2 segments resheet, 100mm new gravel | | - | - |
| 31 | Kellevie, Stokes Road | C-23-T-031 | 2 segments resheet, 100mm new gravel | | - | - |
| 32 | Forcett, Topley Drive | C-23-T-032 | 1 Segment resheet, 100mm new gravel | | - | - |
| 33 | Wattle Hill, Wiggins Road | C-23-T-033 | 11 Segments resheet, 100mm new gravel | | - | - |
| | | | | \$ 1,324,701 | | |



| 4/10/2022 | SORELL COUNCIL | | | | | |
|-----------|------------------------------------|------------|----------------------------|------------------------------------|---------------------|-------------|
| | | | | | | |
| | | | | | | |
| Number | Location | Job No. | Detailed Description | Original Approved Budget 2022/2023 | This Financial year | Commitments |
| | RESEALS | | | | | |
| 34 | Dunnalloy, Bay Street | C-23-T-034 | Asphalt Reseal + Prep Work | | - | - |
| 35 | Primrose Sands, Carlton Bluff Road | C-23-T-035 | Asphalt Reseal + Prep Work | | - | - |
| 36 | Dodges Ferry, Junction Street | C-23-T-036 | Asphalt Reseal + Prep Work | | - | - |
| 37 | Primrose Sands, Kruvale Court | C-23-T-037 | Asphalt Reseal + Prep Work | | - | - |
| 38 | Sorell, Montagu Street | C-23-T-038 | Asphalt Reseal + Prep Work | | 224 | - |
| 39 | Boomer Bay, Pelican Place | C-23-T-039 | Asphalt Reseal + Prep Work | | - | - |
| 40 | Sorell, Station Lane | C-23-T-040 | Asphalt Reseal + Prep Work | | - | - |
| 41 | Dodges Ferry, Tiger Head Road | C-23-T-041 | Asphalt Reseal + Prep Work | | - | - |
| 42 | Dodges Ferry, Jetty Road | C-23-T-042 | Asphalt Reseal + Prep Work | | - | - |
| 43 | Dodges Ferry, First Avenue | C-23-T-043 | Asphalt Reseal + Prep Work | | - | - |
| 44 | Dodges Ferry, Dodges Hill Road | C-23-T-044 | Reseal with Chip Seal | | - | - |
| 45 | Dodges Ferry, Elima Court | C-23-T-045 | Chip Seal 7mm | | - | - |
| | | | | \$ 971,443 | | |



| 4/10/2022 | SORELL COUNCIL | | | | | |
|-----------|--|--------------|---|------------------------------------|---------------------|-------------|
| | | | | | | |
| | | | | | | |
| Number | Location | Job No. | Detailed Description | Original Approved Budget 2022/2023 | This Financial year | Commitments |
| | STORMWATER | | | - | | |
| 46 | Dodges Ferry, Parnella Road | C-23-S-001 | Road sheet flow control - Part 1 - #37/39 to #21 and Part 2 - Warrentena road reserve to #7 | | - | - |
| 47 | Bay and Marion Road | C-23-S-002 | Upgrade road culvert capacities with 1050 and 375, wingwalls and re-direct Bay Rd culvert | | - | - |
| 48 | Sorell, Devenish Drive to CAC | C-23-S-003 | SSMP stage 2, open channel and road culvert | | 6,958 | 3,200 |
| 49 | Sorell, Valley View Close to Gatehouse Drive | C-23-S-004 | Detention basin for Tarbrook to Devenish system | | - | - |
| 50 | Lewisham, 189 Lewisham Scenic Drive | C-23-S-005 | Design extension of line (Repair of SW Line job 106) Stage 2 | | - | - |
| 51 | Nugent, Nugent Road | C-23-S-006 | Extension to twin 600 culverts - Design | | - | - |
| 52 | Dodges Ferry, First Ave | C-23-S-007 | Pipe and pit direct to creek on DoE land | | 17,257 | - |
| 53 | Primrose Sands, 17 Robinia St & 5 Rowan Ave | C-23-S-008 | verge treatment to control sheet flow from #21/23 Robinia to Rowan and connect to existing pipe | | - | - |
| 54 | LSD sink hole and drain works | C-23-S-009-A | LSD sink hole and drain works | | 14,512 | 7,266 |
| 55 | Municipality - Various - New Numbers will be added as required | C-23-S-009 | Reactive minor jobs that can be capitalised | | - | - |
| 56 | Midway Point grate replacement | C-23-S-010 | Grate replacement - various roads | | 1,872 | - |
| | | | | \$ 1,406,284 | | |



| 4/10/2022 | SORELL COUNCIL | | | | | |
|-----------|--|-------------|--|------------------------------------|---------------------|-------------|
| | | | | | | |
| Number | Location | Job No. | Detailed Description | Original Approved Budget 2022/2023 | This Financial year | Commitments |
| | FOOTPATHS & KERBS | | | | | |
| 57 | Junction Street Asphalt Footpath Renewal | C-23-T-046 | Renewal of footpath from Carlton Beach Rd to Bingham St - 1.5m Asphalt | | 284 | - |
| 58 | Lewisham Scenic Drive Footpath Renewal | C-23-T-047 | Renewal of footpath between Hurst and Mary St - 1.5m Asphalt | | - | - |
| 59 | Valley View Close Footpath Renewal | C-23-T-048 | Renewal of footpath - 1.5m Asphalt | | 171 | - |
| 60 | Carlton River Road Footpath Renewal | C-23-T-049 | Renewal of footpath - 1.5m Asphalt | | - | - |
| 61 | Penna Road Footpath Renewal | C-23-T-050 | Renewal of footpath from Reynolds Rd to San Francisco Street - 1.4 - 1.8m Concrete | | 569 | - |
| | | | | \$ 260,050 | | |
| | BRIDGE REPLACEMENTS | | | | | |
| 62 | Carlton River, Sugarloaf Road | C-23-BR-001 | Guard Rails | | - | - |
| | | | | \$ 35,000 | | |
| | BUILDINGS | | | | | |
| 63 | Sorell, Pembroke Park Function Centre | C-23-B-001 | Function Centre above club rooms | | - | - |
| 64 | CAC - SE Jobs Hub | C-23-B-002 | SE Jobs Hub - SERDA & training facility | | 9,270 | - |
| | | | | \$ 2,000,000 | | |
| | PLANT AND EQUIPMENT | | | | | |
| 65 | Light Fleet | C-23-P-001 | Light fleet replacement - 6 MVs - 3x Mitsubishi Outlanders, 2x Ford Rangers, 1x Mitsubishi Trison (+ provision for required accessories) | | - | 171,865 |
| 66 | Zero Turn Mower | C-23-P-002 | Zero turn mower (to replace H87QT) - Parks | | - | - |
| 67 | Truck to replace DAF | C-23-P-003 | Truck to replace DAF (C16LE) (HF-XX-007) - Roads | | - | - |
| 68 | Honda Power generator compressor | C-23-P-004 | Honda Power generator compressor - Roads | | - | - |
| | | | | \$ 466,215 | | |



| 4/10/2022 | SORELL COUNCIL | | | | | |
|-----------|--|-------------|---|------------------------------------|---------------------|-------------|
| | | | | | | |
| | | | | | | |
| Number | Location | Job No. | Detailed Description | Original Approved Budget 2022/2023 | This Financial year | Commitments |
| | IT | | | | | |
| 69 | CAC - Fibre connection & hardware to Emergency Hub | C-23-IT-001 | For the purpose of CCTV footage direct to police | | - | - |
| 70 | Pembroke Park Stadium | C-23-IT-002 | Switches to enable new hardware to connect to system | | - | - |
| 71 | CAC - Server renewal Option 2 | C-23-IT-003 | | | - | - |
| 72 | CAC - Backups offline | C-23-IT-004 | | | - | - |
| 73 | CAC - Magiq Docs - Renewal/Upgrade | C-23-IT-005 | | | - | - |
| 74 | CAC - PC Renewal for Engineering | C-23-IT-006 | x6 plus 2x QHD monitors | | - | - |
| | | | | \$ 150,792 | | |
| | LAND IMPROVEMENTS (PARKS & RESERVES) | | | | | |
| 75 | Dodges Ferry, Red Ochre Beach | C-23-LI-001 | Foreshore access steps - requires long term PWS lease with road maintenance | | - | - |
| 76 | Primrose Sands, Tamarix Road | C-23-LI-002 | Gravel path @ 1.5m wide x 580m Nerine St to Carlton Bluff Rd | | 57 | - |
| 77 | Sorell, Railway Line Reserve to Devenish | C-23-LI-003 | Gravel path @ 2.0m wide - CAC concrete SW culvert to Devenish Drive - works tied in with SW upgrade & incl. fence along drain | | - | - |
| 78 | Sorell, Railway Line Reserve to Dubs & Co | C-23-LI-004 | Gravel path @ 2.0m wide - CAC concrete SW culvert to Dubs & Co access road - works tied in with SW upgrade | | - | - |
| 79 | Sorell, Pembroke Park BMX | C-23-LI-005 | BMX facility - club to provide start gates/timing/light poles x 6 | | 15,514 | - |
| 80 | Midway Point, Hoffman Street | C-23-LI-006 | Hoffman St - park upgrade | | - | - |
| 81 | Sorell, Sorell Memorial Hall | C-23-LI-007 | RSL memorial wall | | - | - |
| 82 | Sorell, Streetscape upgrades | C-23-LI-008 | Stage 3 - sig intersection and other sites - scope TBD and limited to LRCIP funds | | - | - |



| 4/10/2022 | SORELL COUNCIL | | | | | |
|-----------|---|--------------------------|---|------------------------------------|---------------------|-------------|
| | | | | | | |
| Number | Location | Job No. | Detailed Description | Original Approved Budget 2022/2023 | This Financial year | Commitments |
| | LAND IMPROVEMENTS (PARKS & RESERVES) continued | | | | | |
| 83 | Sorell Tennis Courts | C-23-LI-009 | Council contribution to Tennis Club's Community Support & Recreation (CSR) Grant | | - | - |
| 84 | St George's Square | C-23-LI-010 | Renewal of two Benches and Bike Rack | | - | - |
| 85 | Dodges Court bollard half circle | C-23-LI-011 | Bollard half circle | | 5,419 | - |
| 86 | Dunalley Canal Visitor Information Shelter | C-23-LI-012 | No Longer Required Renewal of Visitor Information Shelter | | - | - |
| 87 | Lewisham Boat Ramp Playground | C-23-LI-013 | Renewal of Softfall and Bench | | 115 | - |
| 88 | Boat Park Rubbish Bin | C-23-LI-014 | Renewal of Rubbish Bin Surrounds | | - | - |
| 89 | Bench Replacement | C-23-LI-015 | Renewal of Bench at DF Rec Centre and Fenton St Park | | - | - |
| | | | | \$ 2,207,100 | | |
| | PRELIMINARY WORK IN 2022/23 | | | | | |
| 90 | Dunalley, Franklin Street | C-23-PRELIM-Franklin St | Reconstruction with Chip Seal Surface - design for 23/24 | | - | |
| 91 | Lewisham, 189 Lewisham Scenic Dve | C-23-PRELIM-189 Lewisham | Design for outlet extension over foreshore for 23/24 | | - | |
| 92 | Lewisham, 223 Lewisham Scenic Dve | C-23-PRELIM-223 Lewisham | Investigation and design for sub road flow for 23/24 | | - | |
| 93 | Dodges Ferry, Jacobs Court | C-23-PRELIM-Jacobs Ct | Investigation and design for connection across 14 SH Rd for 23/24 | | - | |
| 94 | Sorell, Pembroke Park | C-23-PP-ChangeRooms | Scope and design for re-use of old changerooms - potential job for MYBR 22/23 TBC | | - | - |
| 95 | Dodges Ferry, Seventh Ave | C-23-PRELIM-7th Ave | Eng design and estimate for SSMP SW project for 23/24 | | - | - |
| 96 | Sorell, Brinktop Road | C-23-PRELIM-Brinktop | Preliminary reseal between the highway and Penna Road for 2023/24 | | 8,598 | - |
| | | | | \$ 165,000 | | |



| 4/10/2022 | SORELL COUNCIL | | | | | |
|-----------|--|----------------------|----------------------|------------------------------------|---------------------|-------------|
| | | | | | | |
| Number | Location | Job No. | Detailed Description | Original Approved Budget 2022/2023 | This Financial year | Commitments |
| | CARRYOVERS FROM 2021/2022 | | | | | |
| | CARRY OVERS - ROADS | | | | | |
| 97 | Bream Creek, Bream Creek Road | C-22-T-001 | | | 9,507 | 77,917 |
| 98 | Kellevie, Kellevie Road & Bream Creek Road | C-22-T-003 | | | 9,920 | 161,592 |
| 99 | Nugent Road | C-22-T-004 | | | - 0 | - |
| 100 | Pawleena, Pawleena Road | C-22-T-007 | | | 2,745 | - |
| 101 | Forcett, Delmore Road - W Beam | C-22-T-009 | | | - | - |
| 102 | Forcett, 532 Wiggins Road | C-22-PRELIM-WIGGINS | | | - | 5,000 |
| 103 | Forcett, Delmore Road - Road Widening | C-22-PRELIM-DELRD | | | - | 15,675 |
| | CARRY OVERS - STORMWATER | | | | | |
| 104 | Sorell, 81- 83 Main Road | C-22-S-003 | | | 0 | - |
| 105 | Primrose Sands, Kestrel Street | C-22-S-006 | | | - | - |
| 106 | Sorell, Main Road & Stores Lane | C-22-S-007 | | | - | - |
| 107 | Dodges Ferry, Lateena Street | C-22-S-010 | | | 39,819 | - |
| 108 | Lewisham, 189 Lewisham Scenic Drive | C-22-S-012 | | | 18,976 | - |
| 109 | Dodges Ferry, Blue Lagoon | C-21-S-009 | | | - 0 | 63,170 |
| 110 | Municipality | C-22-PRELIM-SWPROGRA | | | - | - |



| 4/10/2022 | SORELL COUNCIL | | | | | |
|-----------|---|-------------------|----------------------|------------------------------------|---------------------|-------------|
| | | | | | | |
| Number | Location | Job No. | Detailed Description | Original Approved Budget 2022/2023 | This Financial year | Commitments |
| | CARRY OVERS - FOOTPATHS & KERBS | | | | | |
| 111 | Lewisham, Lewisham Scenic Drive | C-22-T-027 | | | 0 | 3,050 |
| 112 | Dodges Ferry, Park Beach Road | C-22-T-029 | | | 85,131 | 3,031 |
| 113 | Sorell Rotary Club Bus Shelters | C-22-T-036 | | | 0 | - |
| 114 | Midway Point, outside 252 Penna Road | C-22-T-037 | | | - | - |
| 115 | Sorell, Brinktop Road | C-21-T-056 | | | 253,586 | 14,013 |
| 116 | Dodges Ferry to Carlton Beach | C-21-T-058 | | | 24,233 | 28,795 |
| | CARRY OVERS - BRIDGES & OTHER STRUCTURES | | | | | |
| 117 | Penna, Shark Point Road | C-22-BR-007 | | | 354,286 | 189,673 |
| | CARRY OVERS - BUILDINGS | | | | | |
| 118 | Lewisham - boat ramp toilet | C-22-B-001 | | | 30,000 | - |
| 119 | Railway Carriage Shed | C-20-B-004 | | | 113,129 | 44,318 |
| | CARRY OVERS - PLANT & OTHER EQUIPMENT | | | | | |
| 120 | CAC & Depot | C-22-P-001 | | | 49,601 | - |
| | CARRY OVERS - IT | | | | | |
| 121 | Municipality - CCTV | C-20-IT-002 | | | 2,898 | - |
| | CARRY OVERS - LAND | | | | | |
| 123 | Pawleena, Pawleena Rd, Arthur Highway roundabout | C-22-PRELIM-PAWRD | | | 19,351 | - |



| 4/10/2022 | SORELL COUNCIL | | | | | |
|-----------|---|----------------------|---|------------------------------------|---------------------|---------------------|
| | | | | | | |
| Number | Location | Job No. | Detailed Description | Original Approved Budget 2022/2023 | This Financial year | Commitments |
| | CARRY OVERS - LAND IMPROVEMENTS (Parks & Reserves) | | | | | |
| 122 | Dunalley Golf Club (Tennis Court construction) | C-20-LI-012 | | | - 0 | - |
| 124 | Penna, Penna Beach Foreshore | C-22-LI-002 | | | 20,406 | 91 |
| 125 | Sorell, Pembroke Park Soccer field dugouts | C-22-LI-005 | | | - | - |
| 126 | Midway Point, Flyway Park Car Park | C-22-PRELIM-FLYWAY | | | - | - |
| | CARRY OVERS - PEMBROKE PARK STADIUM | | | | | |
| 127 | Access road | C-20-PemPark-Civil | | | 225,081 | 128,989 |
| 128 | Indoor court facility | C-20-PemPark-Stadium | | | 75,041 | 235,465 |
| 129 | Pembroke Park outdoor netball courts | C-20-PemPark-Stad B | | | 71,804 | 84,329 |
| 130 | Pembroke Park Stadium, equipment | C-20-PemPark-Stad C | | | - | 38,985 |
| 131 | Pembroke Park, street and car park lighting | C-21-PEMPARK-002 | | | - 0 | - |
| 132 | Pembroke Park function room | C-22-PRELIM-PPFUNRM | | | 625 | - |
| | | | | | | |
| | | | Total Carry overs | \$ 3,335,025 | | |
| | | | | | | |
| | | | Total Capital Budget - Excluding Carry Overs | \$ 11,663,540 | | |
| | | | | | | |
| | | | Total Capital Budget - Including Carry Overs | \$ 14,998,565 | \$ 1,486,959 | \$ 1,276,423 |

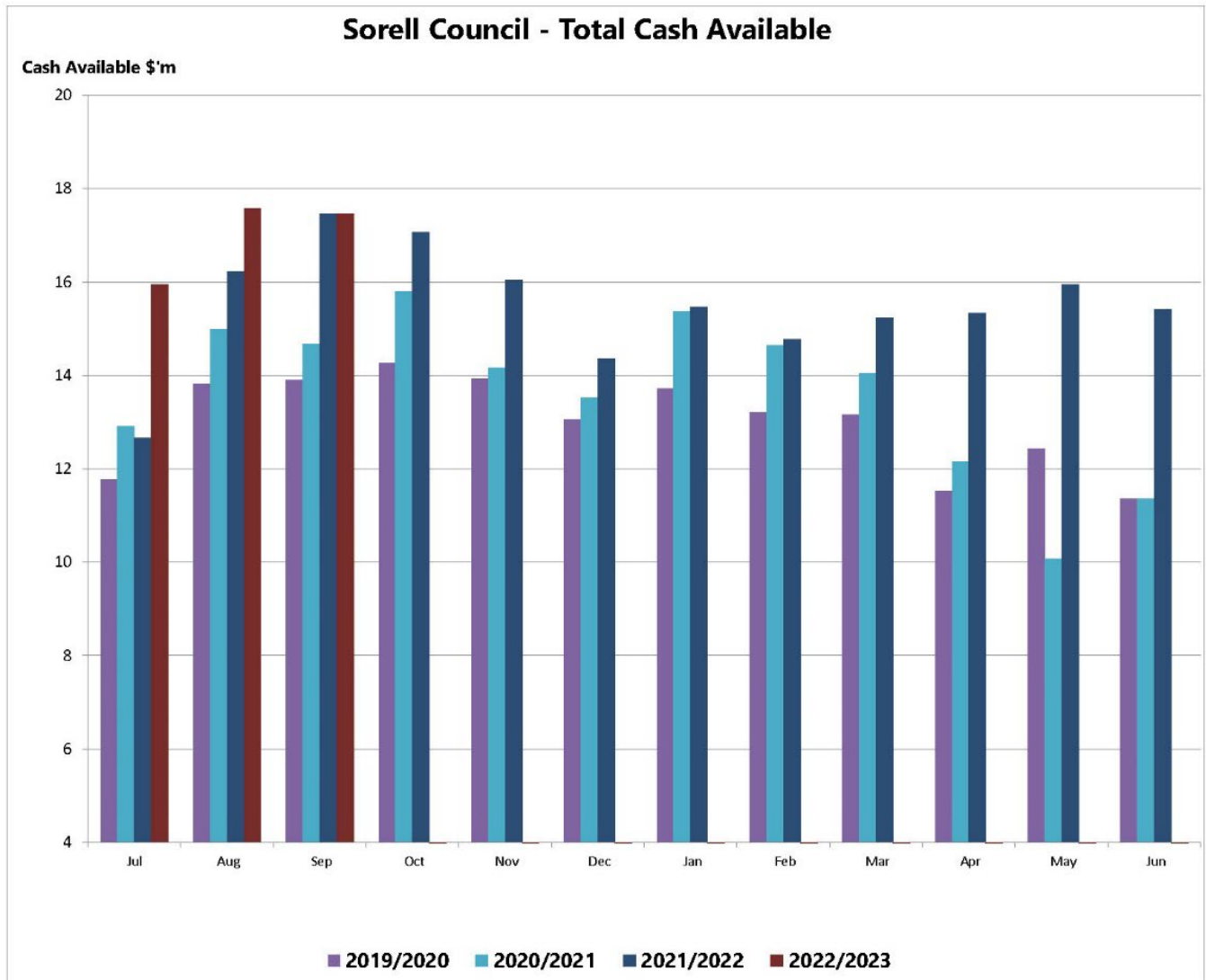


| Sorell Council - Cash on Hand as at 30 September 2022 | | | | | |
|--|-----------------------|---------------------|----------------------|----------------------|----------------------|
| Financial Institution | Product | Deposit Date | Maturity Date | Face Value | Interest rate |
| | | | | | |
| Bendigo Bank Term Deposit | 12 Month Term Deposit | 6/06/2022 | 6/06/2023 | \$ 1,522,647 | 2.00% |
| 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 | 28/06/2022 | 28/06/2023 | \$ 1,257,459 | 3.85% |
| MyState Term Deposit | 12 Month Term Deposit | 31/08/2022 | 25/08/2023 | \$ 1,500,000 | 3.90% |
| CBA Term Deposit | 12 Month Term Deposit | 26/08/2022 | 21/08/2023 | \$ 3,000,000 | 4.12% |
| CBA Investment Account | At Call | | | \$ 4,594,603 | 2.45% |
| CBA Special Purpose Account | At Call | | | \$ 1,127,491 | 2.45% |
| CBA Operating Account | Current | | | \$ 1,830,838 | 2.30% |
| Tascorp Investment | 24 Hour Call | | | \$ 38,088 | 1.85% |
| Various Petty Cash and Floats | In house | | | \$ 1,601 | N/A |
| Various Halls Bank Balances | | | | \$ 55,152 | N/A |
| Total Funds Available | | | | \$ 17,457,273 | |

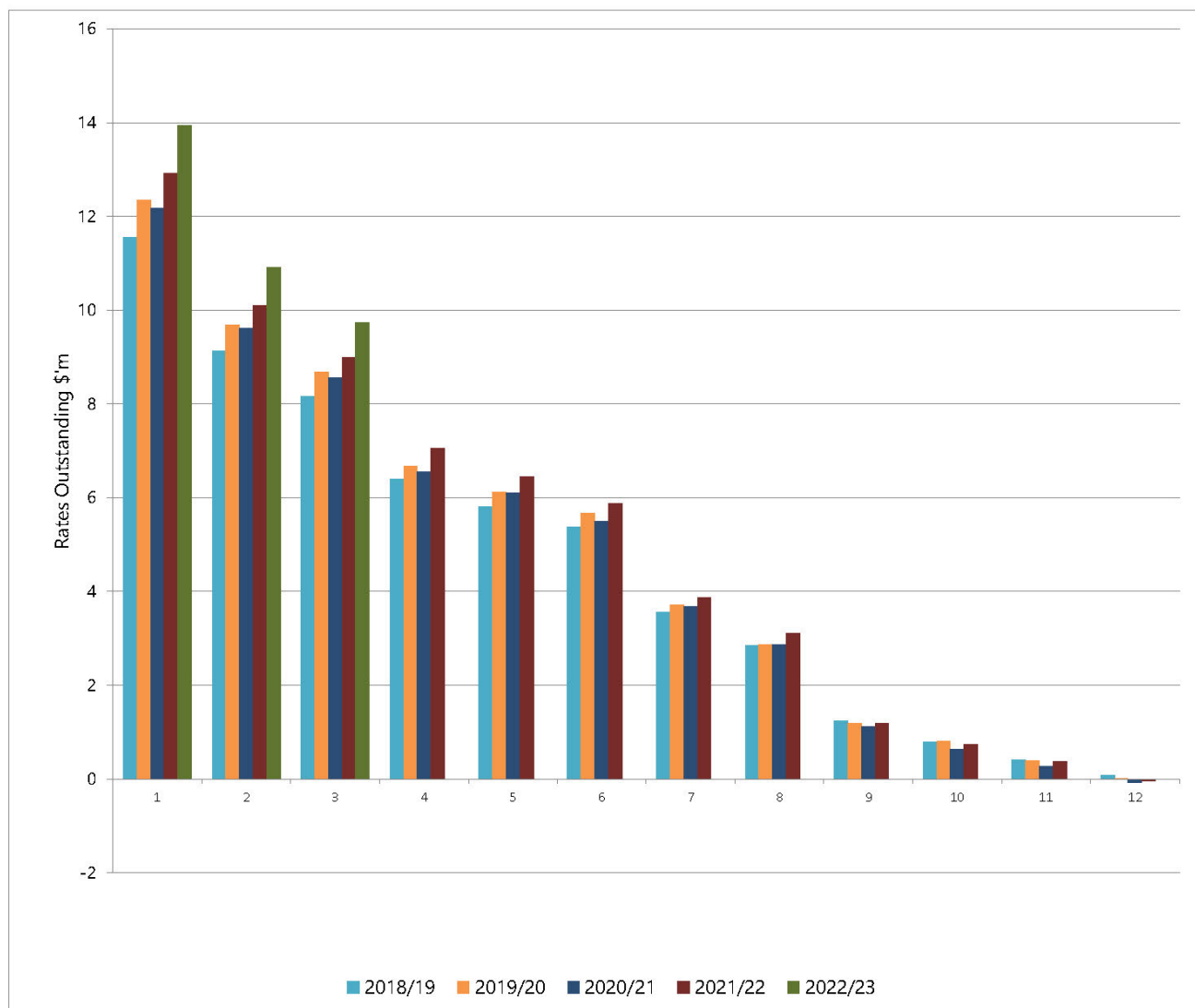
The above investments have been made in accordance with Sorell Council's Investment Policy (Resolution Number 84/2019).



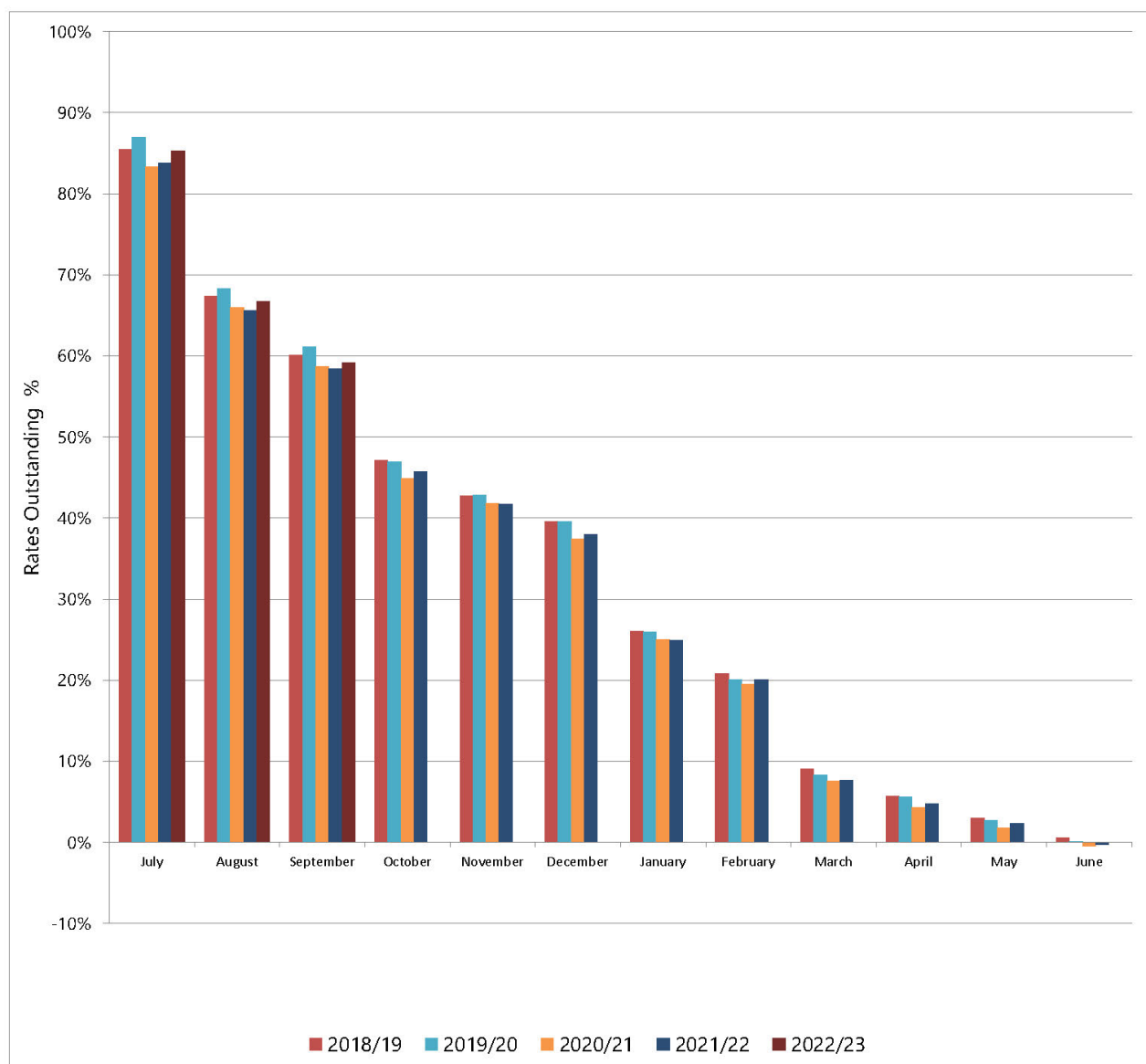
SORELL COUNCIL TOTAL CASH AVAILABLE



SORELL COUNCIL OUTSTANDING RATES BY MONTH



SORELL COUNCIL OUTSTANDING RATES BY MONTH



GRANT VARIANCE ANALYSIS - 30 September 2022

| Grant Details | Budget | Actual | Variance | Comments |
|---|------------|------------|-------------|---|
| GL 1415 Grants Operating - State Grants & Subsidies | | | | |
| Weed Control | \$ - | \$ 6,782 | \$ 6,782 | This is unbudgeted grant income in the 2022/2023 financial year. At the time the budget was set the specific details relating to this grant were unknown. This project is now complete. |
| State Heavy Duty Vehicle Motor Tax to Local Government | \$ - | \$ - | \$ - | |
| | \$ - | \$ 6,782 | \$ 6,782 | |
| GL 2110 Grants Capital - Commonwealth Grants | | | | |
| C-20-B-004 Carriageway Shed | \$ 30,000 | \$ 3,786 | -\$ 26,214 | This is an ongoing project, income recognition under this grant is expected to be completed in December 2022. The variance reported is due to project timing. |
| C-21-T-058 Dodges Ferry Loop Track | \$ - | \$ 24,233 | \$ 24,233 | This is unbudgeted grant income in the 2022/2023 financial year. At the time the budget was set the specific details relating to this grant were unknown. A remaining amount of \$47k will be invoiced. This will be amended at Mid-Year Budget Review. |
| C-23 -LI-008 Sorell Streetscape Upgrade | \$ - | \$ - | \$ - | |
| C-23-S-003 Devenish Drv Stomwater Upgrade | \$ - | \$ - | \$ - | |
| C-23-B-002 SE Jobs Hub Building | \$ - | \$ - | \$ - | This is an ongoing project, income recognition under this grant is only paid on completion. The variance reported is due to delay in completion. |
| C-20-PEMPARK-STADIUM Pembroke Park Stadium | \$ 600,000 | \$ - | -\$ 600,000 | |
| | \$ 630,000 | \$ 28,019 | -\$ 601,981 | |
| GL 2115 Grants Capital - State Grants | | | | |
| C-21-T-056 Road works Brinktop Rd | \$ 40,000 | \$ 140,099 | \$ 100,099 | Completed. |
| Safer Rural Roads Program 2021/2022 White Hills Rd Forcett and Pawleena Rd Pawleena | \$ - | -\$ 34,209 | \$ - | Return of unspent funds from 2021/2022 Grant Funding. |
| C-23-B-002 SE Jobs Hub Building | \$ - | \$ - | \$ - | |
| C-23-B-001 Pembroke Park Function Centre | \$ - | \$ - | \$ - | |
| C-23-T-001 Sorell, CAC Access Road | \$ - | \$ - | \$ - | This is an ongoing project, income recognition under this grant is expected to be completed in December 2022. The variance reported is due to project timing. |
| C-23-PRELIM BMXTRACK BMX Track | \$ - | \$ - | \$ - | |
| C-22-B-001 Lewisham boat ramp car park toilets | \$ - | \$ 30,000 | \$ 30,000 | |
| | \$ 40,000 | \$ 135,890 | \$ 130,099 | |



15.0 QUESTIONS FROM THE PUBLIC

^

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

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

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

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

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

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



CLOSED MEETING

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

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

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

- (a) seen or heard by the Councillor at a meeting or part of a meeting of a council or council committee that is closed to the public that is not authorised by the council or council committee to be disclosed; or*
- (b) given to the Councillor by the mayor, deputy mayor, chairperson of a meeting of the council or council committee or the general manager on the condition that it be kept confidential.*

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

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

- (1) A councillor or a member must not make improper use of any information acquired as a councillor or member.*
- (3) Improper use of information includes using the information –*
 - (a) to gain, directly or indirectly, an advantage or to avoid, directly or indirectly, a disadvantage for oneself, a member of one's family or a close associate; or*
 - (b) to cause any loss or damage to any council, controlling authority, single authority, joint authority or person.*



16.0 CLOSED MEETING

^
—

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

| Reference | Item |
|-----------|--|
| 16.1 | Confirmation of the Closed Council Minutes of the Council Meeting of 20 September 2022 – <i>Regulation 34(3)</i> |
| 16.2 | Disclosure of confidential information – <i>Regulation 15(8)</i> |
| 16.3 | Reseal Program 2022-2023 – <i>Regulation 15 (2)(d)</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 - 16.2 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 20 SEPTEMBER 2022

RECOMMENDATION

“That the Closed Minutes of the Council Meeting held on 20th September 2022 be confirmed.”

16.2 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION

^
—

RECOMMENDATION

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



16.3 RESEAL PROGRAM 2022-2023



AGENDA
ORDINARY COUNCIL MEETING
18 OCTOBER 2022

17.0 ACRONYMNS

| | |
|--------|--|
| AGM | Annual General Meeting |
| AFL | Australian Football League |
| AIR | Australian Immunisation Register |
| ASU | Australian Services Union |
| ATO | Australian Taxation Office |
| AWTS | Aerated Wastewater Treatment Systems |
| BEST | Business and Employment Southeast Tasmania |
| CAC | Community Administration Centre |
| CEO | Chief Executive Officer |
| CLRS | Councillors |
| CPR | Cardiopulmonary Resuscitation |
| CRM | Customer Request Management |
| CRDSJA | Copping Refuse Disposal Site Joint Authority |
| DASC | Development Assessment Special Committee |
| DEDTA | Department Economic Development, Tourism & The Arts |
| DOE | Department of Education |
| DPAC | Department of Premier & Cabinet |
| DPFEM | Department of Police, Fire and Emergency Management |
| DSG | Department of State Growth |
| DST | Destination Southern Tasmania |
| EBA | Enterprise Bargaining Agreement |
| EOI | Expressions of Interest |
| EOFY | End of Financial Year |
| 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 |
| NRE | Department of Natural Resources and Environment Tasmania |
| NRM | Natural Resource Management |
| PWS | Parks and Wildlife Service |
| RACT | Royal Automobile Clube of Tasmania |
| RDA | Regional Development Australia |
| RSL | Returned Services League |
| RTI | Right to Information |



| | |
|--------|---|
| SBIP | School Based Immunisation Program |
| SEI | South East Irrigation |
| SEBA | South East Basketball Association |
| SENA | South East Netball Association |
| SERDA | South East Region Development Association |
| SEUFC | South East United Football Club |
| SES | State Emergency Service |
| SFC | Sorell Football Club |
| SFL | Southern Football League |
| SMH | Sorell Memorial Hall |
| SMT | Senior Management Team |
| STCA | Southern Tasmanian Councils Association |
| SWSA | Southern Waste Strategy Association |
| SWS | Southern Waste Solutions |
| TasCAT | Tasmanian Civil and Administrative Tribunal |
| TAO | Tasmanian Audit Office |
| TCF | Tasmanian Community Fund |
| TOR | Terms of Reference |
| UTAS | University of Tasmania |

