



# COUNCIL AGENDA

21 MARCH 2023

COUNCIL CHAMBERS

COMMUNITY ADMINISTRATION CENTRE (CAC)

# NOTICE OF MEETING

Notice is hereby given that the next meeting of the Sorell Council will be held at the Community Administration Centre (CAC), 47 Cole Street, Sorell on Tuesday, 21 March 2023, commencing at 6.00 pm.

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

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

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

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

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

ROBERT HIGGINS  
GENERAL MANAGER  
16 MARCH 2023



## AGENDA

FOR THE COUNCIL MEETING TO BE HELD AT THE  
COMMUNITY ADMINISTRATION CENTRE (CAC), 47 COLE STREET, SORELL ON  
21 MARCH 2023

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## 1.0 ATTENDANCE

Mayor K Vincent  
Deputy Mayor C Wooley  
Councillor M Brown  
Councillor S Campbell  
Councillor J Gatehouse  
Councillor M Miró Quesada Le Roux  
Councillor M Reed  
Councillor N Reynolds  
Councillor C Torenus

## 2.0 APOLOGIES

## 3.0 DECLARATIONS OF PECUNIARY INTEREST

## 4.0 CONFIRMATION OF THE MINUTES OF 21 FEBRUARY 2023

### RECOMMENDATION

“That the Minutes of the Council Meeting held on 21 February 2023 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 meetings, workshops and Sorell Planning Authority meetings as required.
- Met with Police Inspector for tour of new station and monthly catch up.
- Did a tour of Nugent issues with David Newitt.
- Attended population data meeting with senior Council staff.
- The GM and I met with Senator Wendy Askew.



- Attended Southern Waste Solutions Strategy session.
- Visited Hockey Tasmania for Nationals.
- Conducted STRWA board meeting.
- Attended SENA Suns TNL dress presentation.
- Attended Carlton Park Surf Club state championships opening.
- Attended SENA Suns Netball Gala day.
- The GM and I participated in a tour of Taswater Bryn Estyn plant.
- Met with Glenorchy Mayor, GM and senior staff re: their Jobs Hub.
- Attended Copping Authority zoom meeting.
- The GM and I met with Treasurer Michael Ferguson.
- Met with representatives of PCYC re: extended program.
- Attended Sorell reads at the Library.
- Participated in the opening of the Emergency Services Hub.
- Visited BEST International Women's Day event.
- Participated in STRWA CEO interviews.
- Attended Men's Breakfast.
- Attended Tas Community Fund meeting.
- Attended Sorell Business Association board meeting.
- Attended LGAT Mayors development day in Launceston.
- Attended SENA Suns TNL opening game.
- Opened the Bream Creek Show.
- Participated in Rubbish clean up along Old Forcett Road x 2.
- Chaired South East Community Care Board meeting.
- Conducted Senior Advisory Group meeting.



## 6.0 SUPPLEMENTARY ITEMS

### RECOMMENDATION

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

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

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

## 20.1 SPONSORSHIP POLICY - COMMUNITY RECREATION FACILITIES

## 7.0 COUNCIL WORKSHOPS REPORT

^  
The following Council Workshop was held:

Date	Purpose	Councillor Attendance	Councillor Apologies
7 <sup>th</sup> March 2023	<ul style="list-style-type: none"> <li>Strategic Plan review</li> <li>Council / community committees review</li> <li>Community Recreation Facilities Signage Policy</li> <li>Discussion on conflicts / reputational risk for Councillors and staff</li> <li>Community grant applications</li> </ul>	<ul style="list-style-type: none"> <li>Vincent, Wooley, Brown, Torenus, Miro Quesada, Reynolds, Gatehouse, Campbell, Reed</li> </ul>	Nil



## 8.0 COUNCILLOR QUESTIONS ON NOTICE

Nil

## 9.0 COUNCILLOR MOTIONS ON NOTICE

### 9.1 MOTION ON NOTICE – COUNCILLOR MELINDA REED

#### MOTION

“That Council formally recognises the Sorell Community’s achievement in electing a record majority of women to Sorell Council, the most of any council in Tasmania, and;

That Council marks International Women's Day as an official annual event, hosting and participating in IWD activities each year to demonstrate embracing equity as well as recognise and encourage women in leadership across our organisation and in local communities.”

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**From:** Melinda Reed <[melinda.reed@sorell.tas.gov.au](mailto:melinda.reed@sorell.tas.gov.au)>

**Sent:** Thursday, 16 March 2023 12:37 PM

**To:** Robert Higgins <[Robert.Higgins@sorell.tas.gov.au](mailto:Robert.Higgins@sorell.tas.gov.au)>

**Cc:** Councillors <[councillors@sorell.tas.gov.au](mailto:councillors@sorell.tas.gov.au)>; Jess Hinchey <[jess.hinchey@sorell.tas.gov.au](mailto:jess.hinchey@sorell.tas.gov.au)>;  
Russell Fox <[russell.fox@sorell.tas.gov.au](mailto:russell.fox@sorell.tas.gov.au)>

**Subject:** Notice of Motion for the 21 March 2023 Council meeting agenda

Please include these two related motions and background in the agenda for 21 March:

Leading by example, recognising achievements

1a That Council formally recognises the Sorell Community’s achievement in electing a record majority of women to Sorell Council, the most of any council in Tasmania.

1b That Council marks International Women’s Day as an official annual event, hosting and participating in IWD activities each year to demonstrate embracing equity as well as recognise and encourage women in leadership across our organisation and in local communities.



## Background

1. Shiela Clark was the first woman elected to Sorell Council in 1962, the first of just 12 in total since Council was established in 1862.
  - a. Councillors Mabs Doherty and Meg Darwin served on Sorell Council in the 1980s and Doreen Goss was elected by the Midway Point ratepayers in 1987, a time when Councils still had a ward system of local representatives, serving two-year terms.
  - b. Carmel Torenus OAM was first elected in 1991, served as Sorell's Mayor for 17 years (1994-1999 and 2000-2012) and was again elected as Councillor in 2014, 2018 and 2022.
  - c. Councillor Kerry Degrassi served on Sorell Council for 27 years until retiring in September 2022 and was Mayor 1999-2000.
  - d. Deborah De Williams AM was elected in 2014 and resigned in June 2022.
  - e. In 2018 Melinda Reed and Beth Nichols were elected alongside Councillors Torenus, Degrassi and De Williams, making Sorell one of the few Councils to elect a majority of women.
  - f. In October 2022 the Sorell community elected six women to the nine-member council from a field of 19 candidates, a record 66% women, the strongest female representation in the state: Meg Brown, Shannon Campbell, Janet Gatehouse, Marisol Miró Quesada Le Roux, Melinda Reed and Carmel Torenus.
  
2. Council management roles are now held equally by women and men, an achievement worth celebrating, and women are working in roles across all areas of Council's workforce.
  
3. Founded in 1911, International Women's Day (IWD) is a global day celebrating the social, economic, cultural and political achievements of women. The day also marks a call to action for accelerating gender parity and celebrates the benefits of gender equity and the positive impacts for organisations and communities. <https://www.internationalwomensday.com>
  
4. The International Women's Day theme for 2023, 'Embrace Equity', recognises that equal isn't always fair, that people start from different places so true inclusion and belonging require equitable action.
  - a. Thank you to Council management for following up my proposal to recognise and celebrate Council's achievement by participating



in IWD 2023 events.

- b. Three Councillors and seven staff attended the RHH Research Foundation Breakfast, met guest speaker Governor Barbara Baker, learning about her experiences as a lawyer in the 1980s and the progress made since. Councillors and staff also attended the inaugural BEST/SE Salvos Empowered networking event for local women and look forward to more.
  - c. In keeping with the 2023 IWD theme 'Embrace Equity', throughout the morning several staff mentioned how much they appreciate the supportive senior management at Sorell Council and what a positive difference that's making - encouragement to take on challenges, apply for more senior or non-traditional roles, maternity leave logistics, working with female colleagues etc.
5. Continuing to mark International Women's Day will further signal Council's genuine commitment to equity
- a. Directly contributing to Council's strategic objectives: increasing community confidence, ensuring an inclusive community, managing responsibly and sustainably.
  - b. Facilitating local awareness and inclusion, leading by example and enhancing Council's reputation with government, elected members, employees and the wider community.
  - c. From March 2024, a Council-hosted event would bring together and acknowledge past and present Councillors, Staff and other local women in leadership.
  - d. For IWD 2025 Council could also recognise local women leaders by nominating one or two local women to the Tasmanian Honour Roll of Women, to be selected by a government-appointed panel and presented at a formal event in mid March. Kerry Degrossi and Deborah De Williams are on the Honour Roll for their significant community work. Moya Sharpe and Ann Millar were inducted in March 2019 and Libby Dodridge in 2023. [https://www.women.tas.gov.au/tasmanian\\_honour\\_roll\\_of\\_women](https://www.women.tas.gov.au/tasmanian_honour_roll_of_women)

**Melinda Reed** FGIA

Councillor

47 Cole Street, P.O. Box 126, Sorell TAS 7172



**AGENDA**  
**ORDINARY COUNCIL MEETING**  
**21 MARCH 2023**

## 10.0 WORKGROUP REPORTS

### RECOMMENDATION

“That the workgroup reports as listed be received.”

## 10.1 OFFICE OF THE GENERAL MANAGER – ROBERT HIGGINS

### GENERAL MANAGER – ROBERT HIGGINS

- Attended launch of Strategic Regional Plan for Tasmania – RDA @ Devonport – 23<sup>rd</sup> February.
- With Mayor and staff met with DSG to provide feedback on ‘Refreshing the Tasmanian Population Strategy’ – 28<sup>th</sup> February.
- Met with Mayor and Senator Askew – 1<sup>st</sup> March.
- Site meeting with DSG signage manager to review Sorell Bypass signage – 1<sup>st</sup> March.
- Tour of TasWater Bryn Estyn upgrade with Mayor – 6<sup>th</sup> March.
- Met with Mayor and State Treasurer Minister Ferguson – 6<sup>th</sup> March.
- Attended Southern Waste Solutions (SWS) planning session on FOGO project with staff – 7<sup>th</sup> March.
- Attended DPFEM Emergency Services Hub opening – 8<sup>th</sup> March.
- Met with Premier’s Advisor – 8<sup>th</sup> March.
- Staff meetings, LT meeting, workshops and SPA meetings.
- SWS activity summary – refer below.







## Copping Refuse Disposal Site Joint Authority

10 February 2023

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

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

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

Ms Jess Dallas  
A/General Manager  
Tasman Council  
1713 Main Road  
NUBEENA 7184

Dear General Manager

### **COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY REPORT: December 2022 Quarter**

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

#### **Authority meeting held on 9 February 2023**

Material matters addressed in the open meeting:

- Endorsed the December 2022 Quarterly Report (attached) for distribution to Participating Councils
- Approved repayment of Clarence City Council's overpaid Gate Fee for \$137,063.34 for the December 2022 quarter
- Reviewed and endorsed the Authority's response to the Waste Resource and Recovery Board's draft strategy 2022-2025
- Received an update on Southern Waste Solutions' leachate management strategy
- Progressed the review of the Authority's Rules
- Endorsed elements of the SWS Board's Communications Policy and Fraud, Corruption and Undesirable Conduct Prevention Policy, both of which assigned roles and responsibilities to Authority members
- Noted the content of the SWS Board's response to the Local Government Review Board
- Agreed to reconsider the 2023 schedule of Authority's general meetings.
- Received an update on activities of the Boards of Southern Waste Solutions and C Cell Pty Ltd provided by Board Chair, Dr Christine Mucha and CEO, Mr Chris Adekunle.

Material matters addressed in the closed meeting:

- No closed session held

Other matters of note:

- Clarence City Council has appointed a new director to the Board of C Cell Pty Ltd. Cllr Heather Chong replaced Cllr Brendan Blomeley as Council's director on 19 December 2022.

Copping Refuse Disposal Site Joint Authority trading as **SOUTHERN WASTE SOLUTIONS**  
PO Box 216, New Town, Tasmania 7008  
Phone: 03 6273 9712 Email: [finance@swstas.com.au](mailto:finance@swstas.com.au)  
ABN: 87 928 486 460



## AGENDA ORDINARY COUNCIL MEETING 21 MARCH 2023



**Matters considered by the Boards of Southern Waste Solutions and C Cell Pty Ltd as Trustee**

- Summaries of the material matters considered by both Boards are attached.

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

Yours sincerely



Carolyn Pillans  
**Secretary**

**Attachment 1: Quarterly Report to the Authority December 2022**

**Attachment 2: Summary of SWS Board meetings**

**Attachment 3: Summary of C Cell Board meetings**

Copping Refuse Disposal Site Joint Authority trading as **SOUTHERN WASTE SOLUTIONS**  
PO Box 216, New Town, Tasmania 7008  
Phone: 03 6273 9712 Email: [finance@swstas.com.au](mailto:finance@swstas.com.au)  
ABN: 87 928 486 460



**AGENDA**  
**ORDINARY COUNCIL MEETING**  
**21 MARCH 2023**

### **DIRECTOR OF SERVICE DELIVERY – RUSSELL FOX**

Many of this financial year's capital projects are not going to be complete by 30 June 2023 and will carry forward with their unexpended budgets into the 2023/24 capital year. Some of the factors that have affected project timing include a number of road projects from 2021/22 rolling forward into 2022/23, the engineering team were transferred responsibility for the reseal and re-sheet capital programs, land acquisition delays, grant agreements from the Federal government have been slow to be finalised and the consideration of a number of new and unexpected stormwater projects during the first half of this financial year.

A number of Department of State Growth grant programs close in mid-March. These programs include the Blackspot program, Safer Rural Roads program and the Vulnerable Road Users grant program. Preliminary work is underway to prepare potential Council grant projects.

Meetings attended include:

- Department of State Growth (DSG), Mayor, GM and Development Officer Risk & Strategy to answer questions asked by the Government as part of refreshing Tasmania's Population Strategy.
- DSG project team and Project Manager (Roads and Stormwater) to discuss the revision of the State's Road Management legislation.
- Regular Senior Advisory Group meeting.
- GM, Manager Health & Compliance and Southern Waste Solutions to discuss with other owner Councils the potential business case for a FOGO facility at Copping.
- Interviews for the Supervisor unsealed roads position.

### **DIRECTOR OF PEOPLE AND PERFORMANCE - JESS HINCEN**

Meetings attended include:

- Integrity Commission re: Ethics & Integrity Report
- Various meetings re: Stadium and Community Facilities.
- Various meetings regarding recruitment.
- Various HR meetings/interviews.
- Leadership Team meeting.
- Council Workshop.
- Council Meeting.



Currently working on:

- Implementation of Council's new organisational structure, currently working with various workgroups to adjust to new structure.
- Continuing the internal review/update of Council's Strategic Plan 2019 – 2029.
- Reviewing how we address recommendations made by the Integrity Commission's Ethics & Integrity Reports.
- Currently working with DECYP and Dodges Ferry School, with regard to a Deed variation around the use of the canteen for their healthy lunches program and canteen upgrade.
- Review of various policies.

## HUMAN RESOURCES

### Recruitment

Recruitment for the following positions is currently in progress –

- Finance Support Officer – 2<sup>nd</sup> round of advertising closed. Interviews have been conducted and the outcome will be advised in due course.
- Municipal Worker – Unsealed Roads – Has been advertised on SEEK, BEST and Sorell Council website. Advertising closes 8<sup>th</sup> March 2023.
- Engagement & Partnership Coordinator – Has been advertised on SEEK, BEST and Sorell Council website. Advertising closes 9<sup>th</sup> March 2023.

### Appointments

- Municipal Worker – Sealed Roads – Nick Meers was successful in this role and will commence employment March 2023.
- Works Supervisor – Unsealed Roads – David Hawkins was successful in this role and will commence employment March 2023.

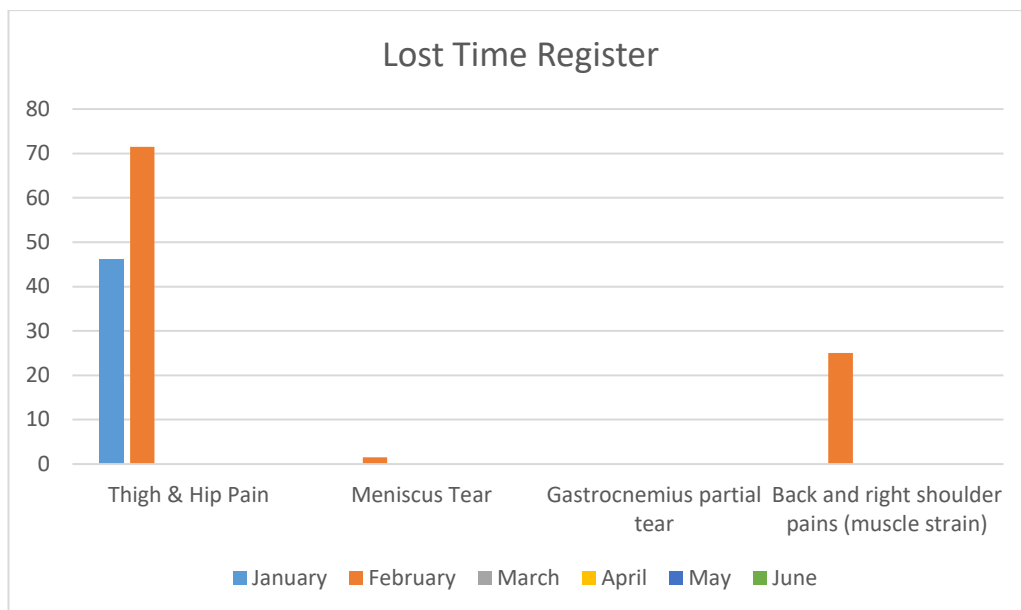
### Training

- Training Plan complete. Management reviewed. Individual emails have been sent out to commence training requested in their performance reviews.
- Hearing Testing conducted at the Depot.

### Workers Compensation

- 1 - Active claim (thigh & hip, 3.5yrs) with closed with QBE. Meetings attended.
- 3 - Active claims with Allianz.
- 3 - Notifications Only.





### DEVELOPMENT OFFICER – STRATEGY & RISK

Meetings attended:

- Future of Local Government Review – Council Staff Engagement Meeting – FOLGR Board/DPAC
- SERDA Meeting – New Clarence City, GSB and Tasman Mayors
- Tasmanian Population Strategy Refresh – Department of State Growth
- Ethics and Integrity Report – Office of the Integrity Commissioner
- Cheese and Deli Kitchen
- South Tasmania Best Practice Forum – MAV
- JLT Public Sector – Insurance Pre-renewal - JLT
- Public Sector Cyber Policy – JLT

Completed:

- External Activities & Conflict of Interest Policy rolled out to all staff.
- WHS Management System review completed – amendments added for approval and rollout.
- Incident Investigation Procedure completed.

Working on:

- Developing Contractor Management Policy for approval.
- Top down/bottom up WHS Risk Register review process commenced with workers - facilitated by HSRs, with Leadership Team (Managers) oversight.
- Reviewing Risk Management to ensure adequacy of foundational framework (I.e., Policy, Strategy, Process, Register, Appetite Statement) and develop/improve assets.



## 10.2 FINANCE – SCOTT NICOL, ACTING MANAGER

### FINANCIAL MANAGEMENT

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

- Finance staff completed the Mid-Year Budget Review (MYBR) for both the operating and capital budgets. These were approved at the February Council meeting.
- Finance staff submitted the completion report for the Pembroke Park Stadium grant milestone reporting to the Commonwealth Government. The milestone report is due for lodgement by 28 February 2023.
- South East Region Development Association (SERDA) ad-hoc and monthly financial tasks were completed. Audit sign off and approval from the Department was given for the Employer Responsive Training Fund.

### Rates

- At the end of February, 80.20% of rates had already been paid, compared to 79.90% at the same time last year.
- The 2022/2023 4th rates instalment is due on 8 March 2023.
- Interest and penalty raised to the end of February was \$84k. This is compared to \$87k raised at the same time last year.
- Supplementary valuations were received from the Office of the Valuer-General, year to date totalling \$37k in waste charges, \$145k in general rates and \$7k in fire levy income. Two further supplementary valuations received during January to be processed in February and March.
- Finance staff worked on tender for the provision of statutory valuation services to the valuer-general of Tasmania for the Sorell municipality.

### Audit

- NIL



## Operational Plan

During the month of February, 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	Working stage, including review of all current finance policies and procedures.
Internal Audit of Finance Policies	Working stage, including review of all current finance policies and procedures.
Long Term Financial Plan (LTFP) Review & Financial Management Strategy	Commenced review during February.
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

- The 3<sup>rd</sup> quarterly payment of the 2022/2023 Financial Assistance Grant was received from the Australian Government, Department of Infrastructure, Transport, Regional Development and Communications, totalling \$176,795.
- The final instalment for Pembroke Park Stadium was invoiced to the Australian Government, Department of Infrastructure, Transport, Regional Development and Communications, totalling \$600,000.
- Employee incentive, totalling \$2,000.



## Insurance

- A number of possible insurance claims have been sustained by Council over recent months, through motor vehicle incidents and vandalism. Finance staff are working with Council's insurance broker to resolve these matters.
- The 2023/2024 insurance renewal documentation was received from JLT and MAV in February. Finance staff have commenced the management of the insurance renewal process, which involves the input from staff members across a number of Departments. The renewal documentation is due for submission in March.

## Fleet Management

- No further update from February.

## Plant and Equipment Disposals

- Sale of two vehicles has been delayed.

## Meetings

- CBA RBA Policy Update – 08/02/2023
- Better Together: Jet Reports & Bizview – 16/02/2023
- Councillors Workshop – 07/02/2023
- Monthly capital works meeting with Finance, Asset Management, Engineering and Depot staff – 14/02/2023
- Monthly team meeting with the Finance Department – 1/03/2023
- Monthly rates working group meeting – 15/02/2023
- Leadership Team meeting – 8/02/2023
- General Manager/Finance Manager catch up – 10/2/2023 & 24/02/2023
- Various meetings re resumption of finance system upgrade
- Tender for the provision of statutory valuation services to the valuer-general of Tasmania for the Sorell municipality – 17/02/2023

## PAYROLL

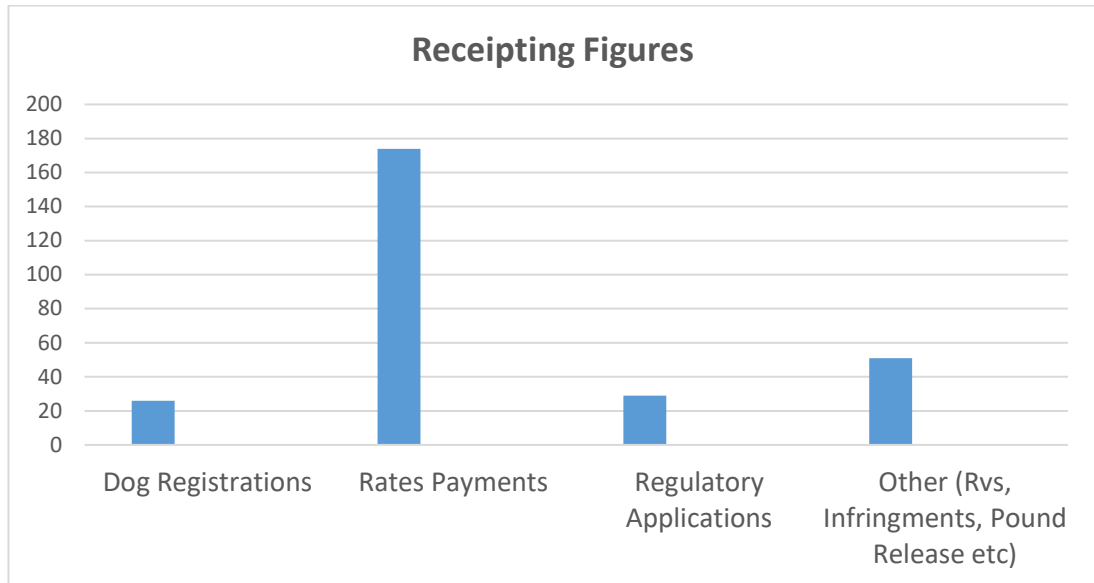
- Two pay runs completed.
- End Of Month complete.
- 3 x Termination Pays complete.
- 2<sup>nd</sup> Round of Top-up bonus complete.



### 10.3 COMMUNITY RELATIONS – STACEY GADD, MANAGER

#### CUSTOMER & BUSINESS SUPPORT

Receipting figures – February



Phone Call Reporting – February 2023

Enquiry	Answered Calls	Average Speed of Answer	% of Calls Answered
Building	17	21 seconds	89.5%
Enquiries	63	10 seconds	78.8%
Payments	9	6 seconds	81.8%



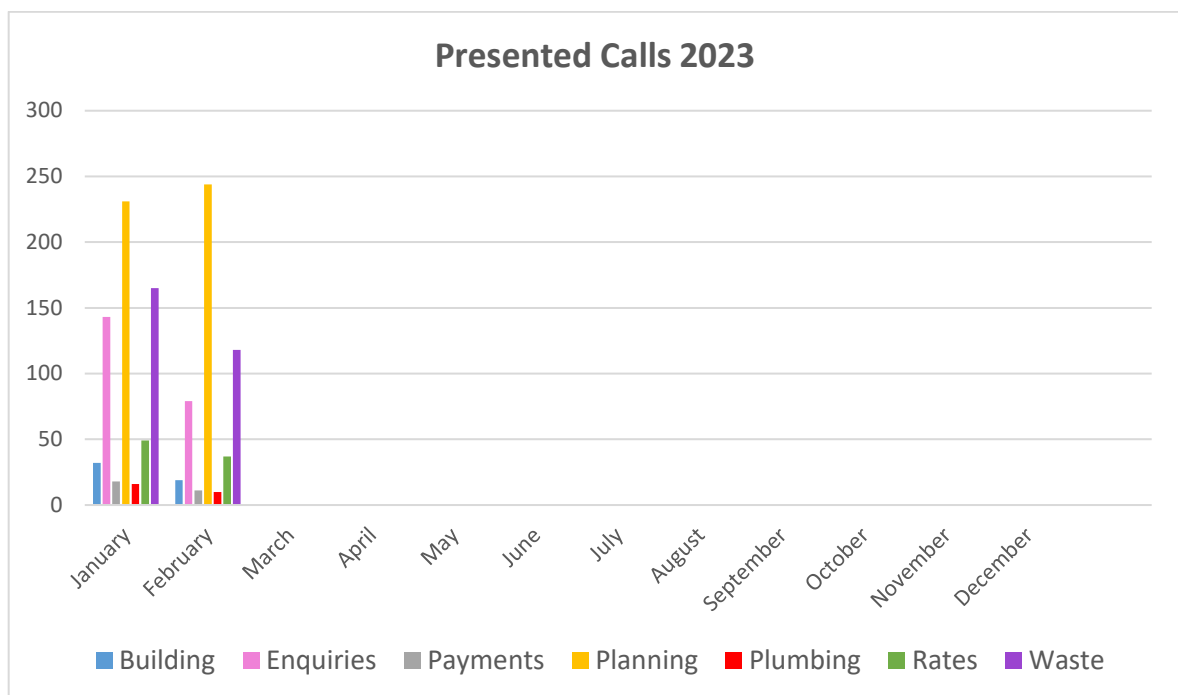


Planning	239	13 seconds	96.7%
Plumbing	10	10 seconds	90.9%
Rates	27	15 seconds	71.1%
Waste	98	12 seconds	82.4%

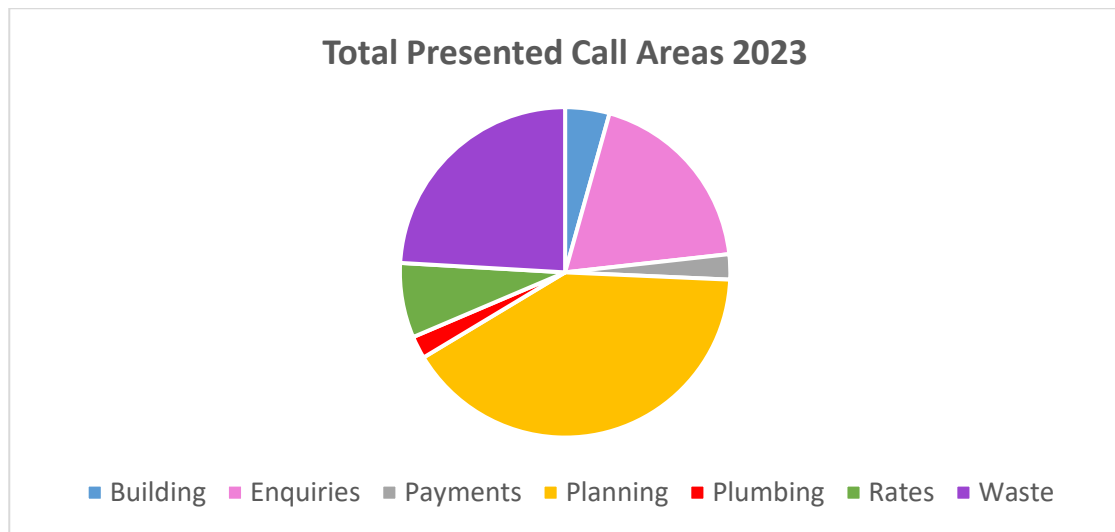
84.4% of calls are being answered within 12.4 seconds. Time includes welcome message and option menu for customers.

\*\*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.)  
Some call data was lost due to a power outage and system not working.

Presented Calls by month for 2023

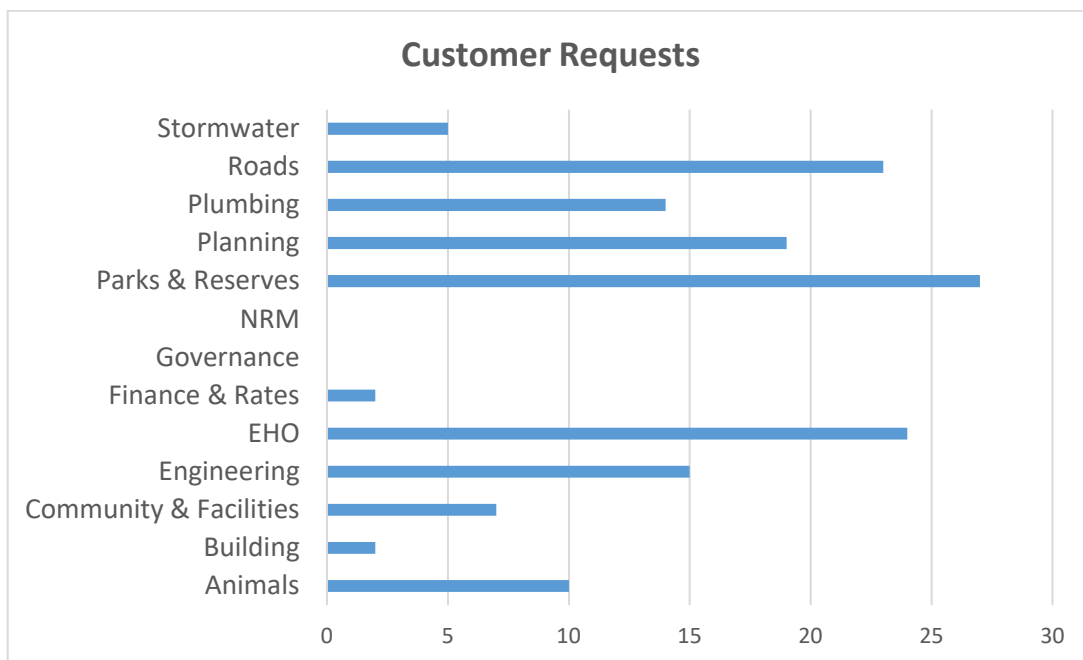


## Total Presented Calls for 2023

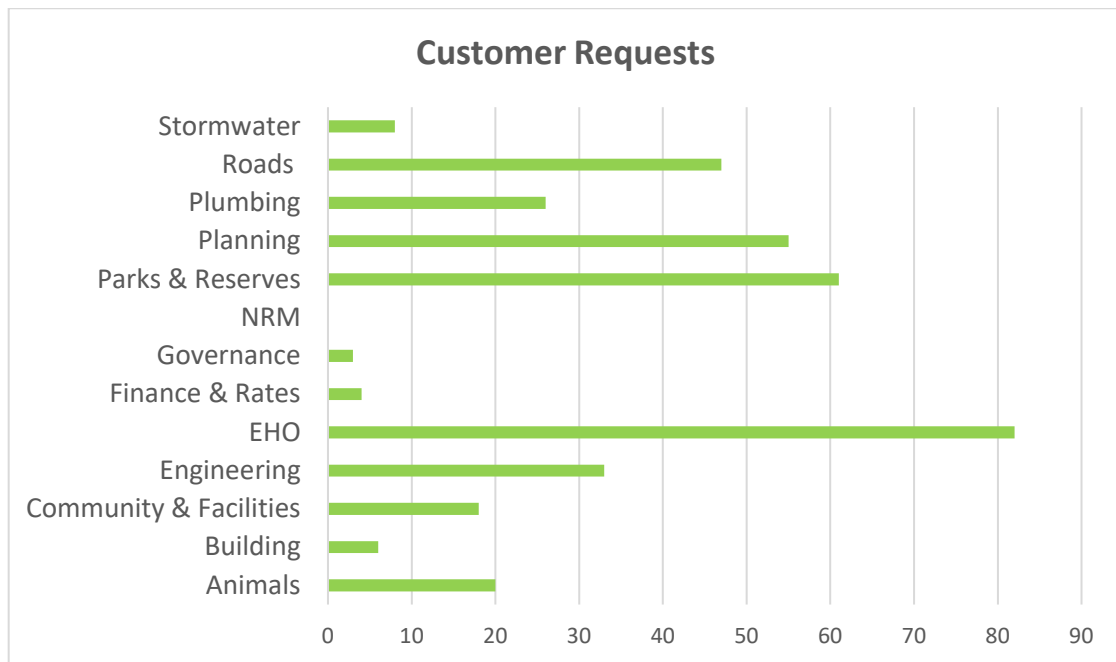


## Customer Requests

CRMs created for the month of February

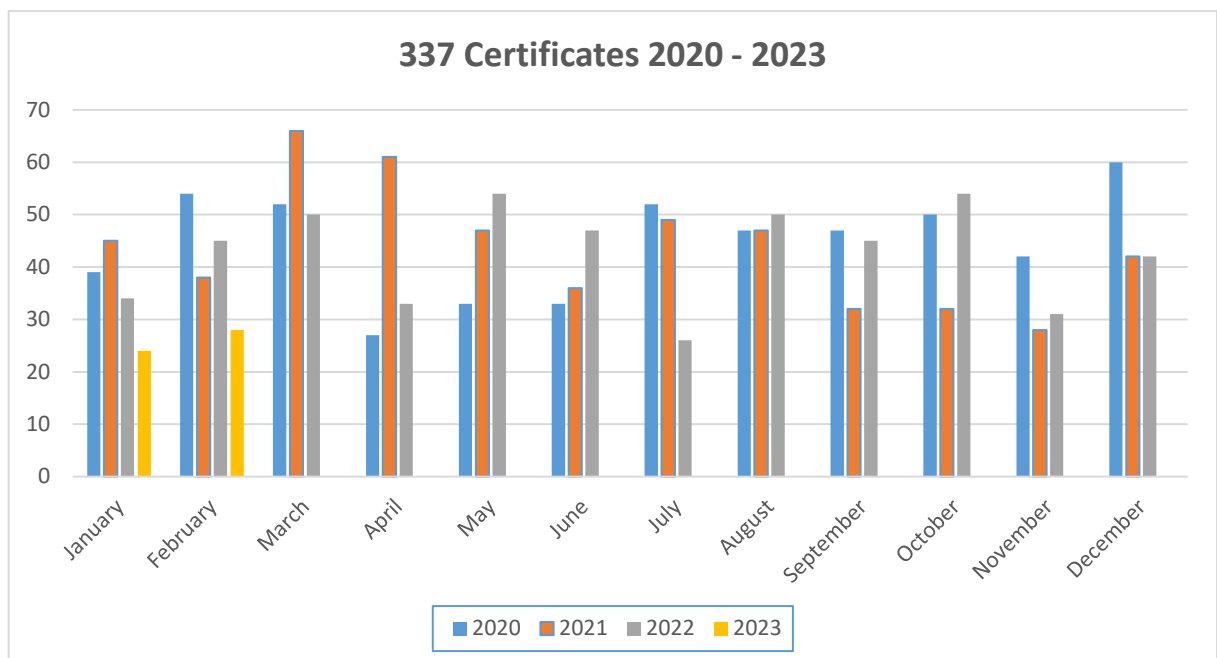


### Total CRMs created for 2023

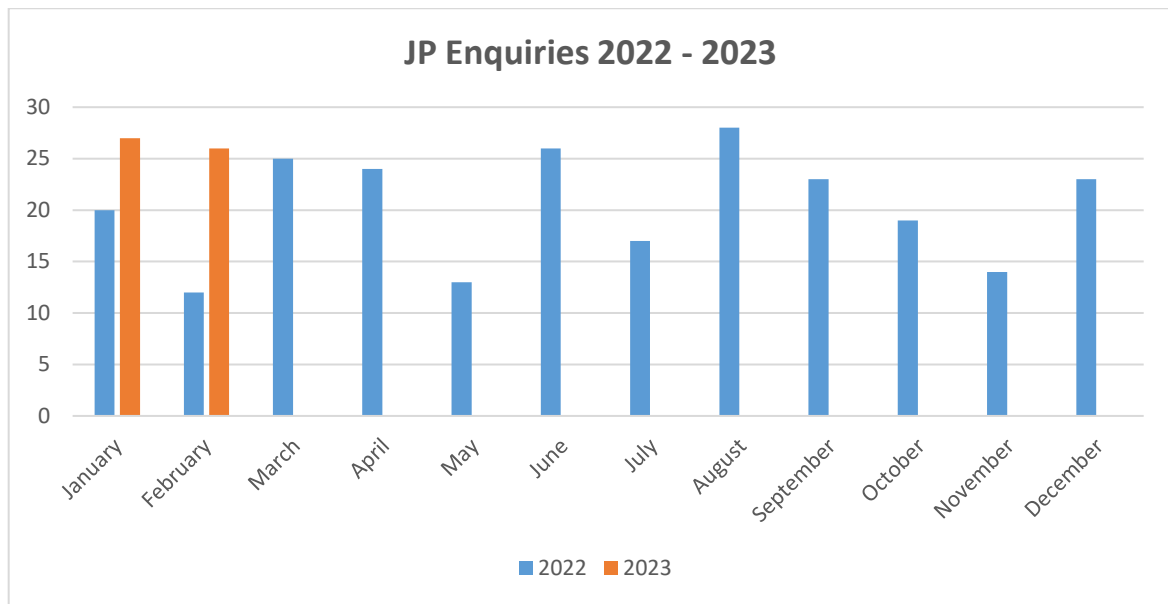


### 337 Certificates

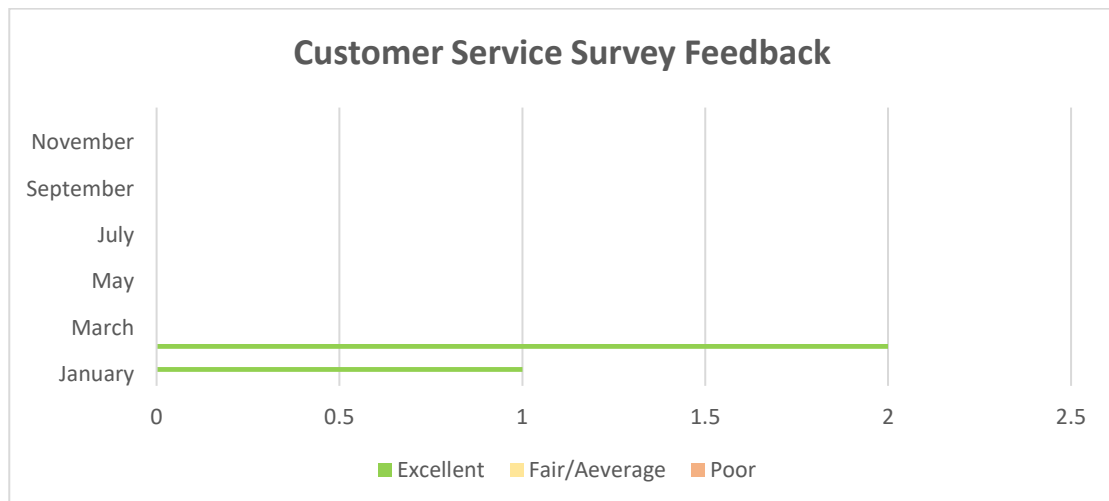
Council processed 28 - 337 Certificates in February 2023 which relate to the sale of properties as detailed in the graph below.



## Justice of the Peace Enquiries



## Customer Service Feedback



We received 2 completed customer service surveys for the month of February.

## 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 information including Council Works Updates, Sorell 22: Country to Coast short film and drainage upgrade on Devenish Drive.
- NRM – NRM Thursday posts on social media ongoing re weeds and other NRM matters, Weed Awareness section ongoing in monthly Sorell Times advert. Council profile drafted for Cities Powers Partnership website. Pledges still to be considered and endorsed.

#### Waste Education

- Waste Wednesday social media posts ongoing.
- Promotion of Clean Up Australia Day.

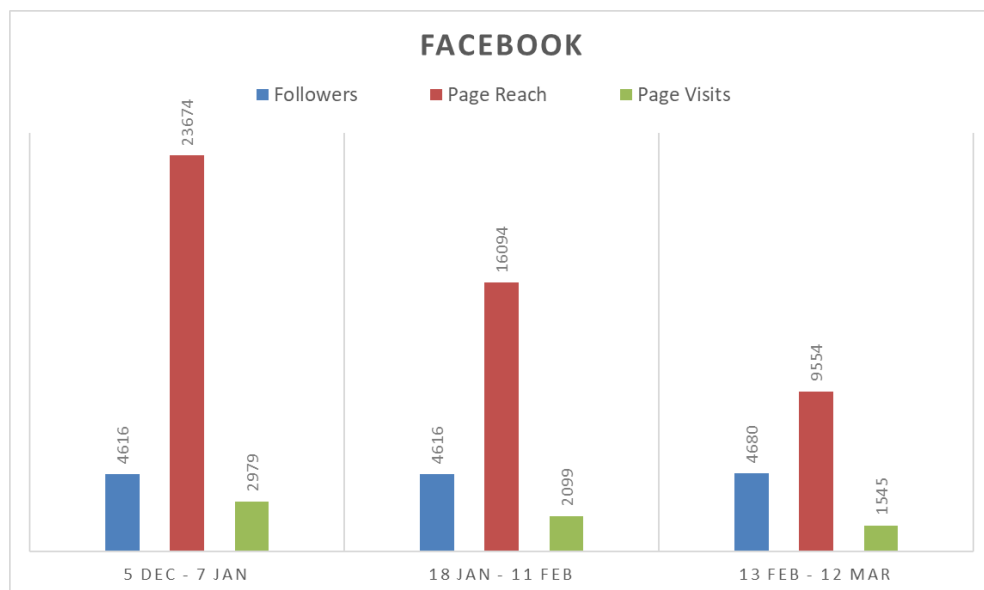
#### Advocacy

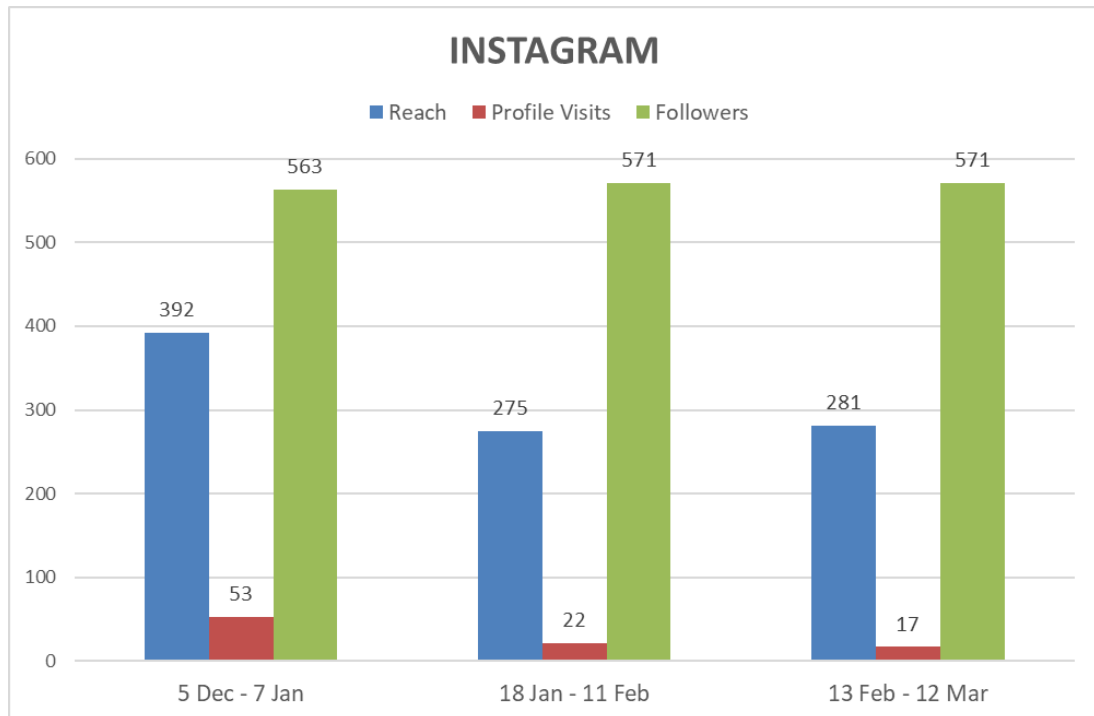
- Regional Strengthening Projects – Updated identified priorities and relevant information drafted into the document.

#### Area Promotion/Marketing

- Local Government Awards – The National Awards for Local Government are an annual celebration of local government achievements in Australia. The National Awards highlight initiatives implemented by local governments that are innovative, make a difference to their local communities, display excellence, and have outcomes that are replicable across the country. Council submitted a nomination for the Park and Carlton Beach accesses to the LG Award in the Community Cohesion category. The voting period runs from 14 March 2023 to 14 April 2023. We will promote the voting to our community and encourage them to vote.

#### Social Media





## COMMUNITY CONSULTATION/ENGAGEMENT

- Midway Point Playground – Community Consultation will be undertaken when the Engagement and Partnerships Coordinator role is filled.
- Sorell Streetscape – Commenced seeking feedback re community's thoughts on our Streetscape and what they might like to see. Current works are focused on the footpath upgrade and DDA compliance. Future stages will incorporate community feedback.
- Seniors Advisory Group Meeting – commenced organising, planning and promotion for this meeting to be held on Tuesday 21 March.

## MEDIA

- LG Focus – Sent an article submission re the Dodges Ferry Carlton Loop Beach Accesses for consideration for a future edition of the newspaper.

## ARTS AND CULTURE

- Sorell 22: Country to Coast – Liaison with Chelko re: completion and promotion of culture and identity video. New set of Street Banners created and installed to promote the launch of the video.



## COMMUNITY COLLABORATIONS

- National Advanced Care Planning Week – Liaised with Tracey from EOL Bucket List re: hire of SMH to hold an interactive and informative workshop re Advanced Care Planning and Directives to be held during Advanced Care Planning Week. Promotion of the event will be undertaken via our regular comms channels.

## COMMUNITY GRANTS PROGRAM

Community Grants

Nil

Individual Achievement

Nil

Quick Response

Nil

## EVENTS

- Sorell 22: Country to Coast – Commenced initial organising the launch of the video as a community event.

## CORPORATE ADMINISTRATION

Right to Information

- No Right to Information Requests were 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



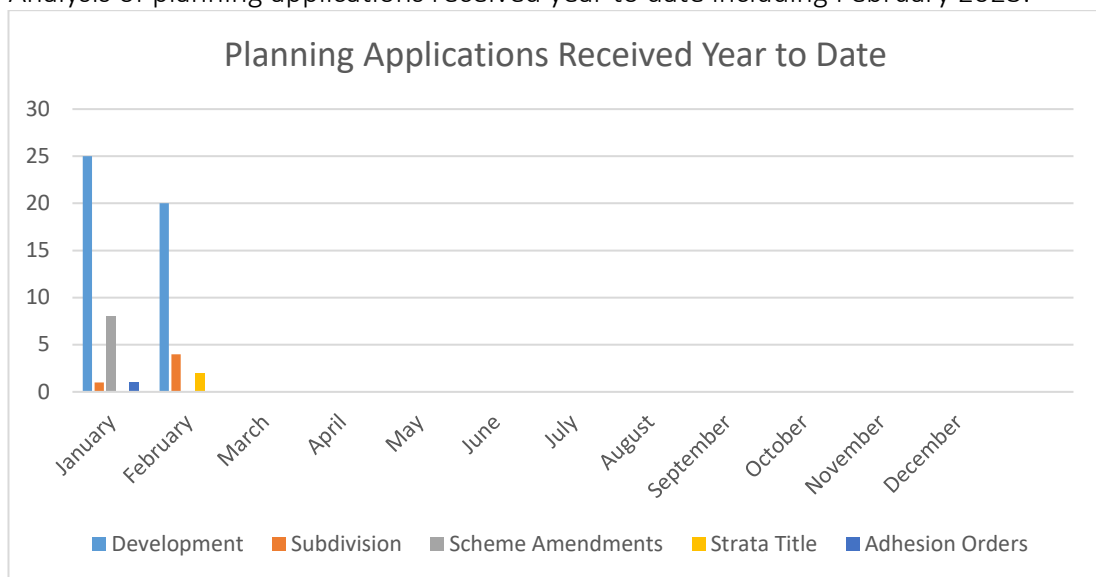
- Credit Card Policy
- Asset Management Policy
- Personal Information Protection Policy

#### Leases & Licences

- Sorell Football Club Lease negotiations.
- Primrose Sands Fire Station – further Lease term, waiting on Tas Fire.
- Midway Point Scout Hall – renewed for further term.
- Dodges Ferry Rec Centre – Variation to Lease negotiations re Canteen.
- Boat Shed Licence ongoing.

## 10.4 PLANNING – SHANE WELLS, MANAGER

Analysis of planning applications received year to date including February 2023.



During the month of February 2023, the following requests to waive Planning fees were considered.

Project:	Name & Address:	Fees Waived:
<b>Planning:</b>	5.2023.33.1 – 11 Arthur Street, Sorell - Additions & Alterations to Existing Clubrooms & New Function Centre	\$4,717.00
	5.2023.34.1 – 47 Cole Street, Sorell - New Building (Business & Professional Services - Jobs Hub)	\$8,349.00





## DELEGATED AUTHORITY

During the month of February 2023, a total of 27 Planning Approvals/Permits/Exemptions have been issued including:

3	Applications approved as Permitted Development; issued under delegated authority.
0	Application presented as Section 56 Amendment for Council consideration at DASC/Council Meeting.
1	Application received which complied with Section 56 Minor Amendment, issued under delegated authority.
1	Applications received which complied with requirements for No Permit Required (not requiring a Planning Permit).
0	Application with the requirements for General Exemptions/Not applicable.
20	Applications approved as Discretionary Developments; issued under delegated authority.
2	Applications presented as Discretionary Developments for Council consideration at DASC/Council Meeting.

The following is a summary of approvals/permits issued for February 2023.

Description	Application Type	Property Address	Value Of Work
Outbuilding	No Permit Required	12 Clark Street, Dunalley	\$20,000.00
Replacement of Existing Farm Shed	Permitted	109 Inala Road, Forcett	\$0.00
Additions & Alterations to Dwelling	Discretionary	280 Bay Road, Boomer Bay	\$30,000.00
Dwelling	Discretionary	20 Fresne Way, Sorell	\$287,790.00
Dwelling & Outbuilding	Discretionary	5 Downward Way, Sorell	\$340,000.00
Residential - Dwelling	Discretionary	19 Downward Way, Sorell	\$290,205.00
Dwelling	Discretionary	9 Downward Way, Sorell	\$393,500.00
Outbuilding	Discretionary	2249 Arthur Highway, Copping	\$45,000.00

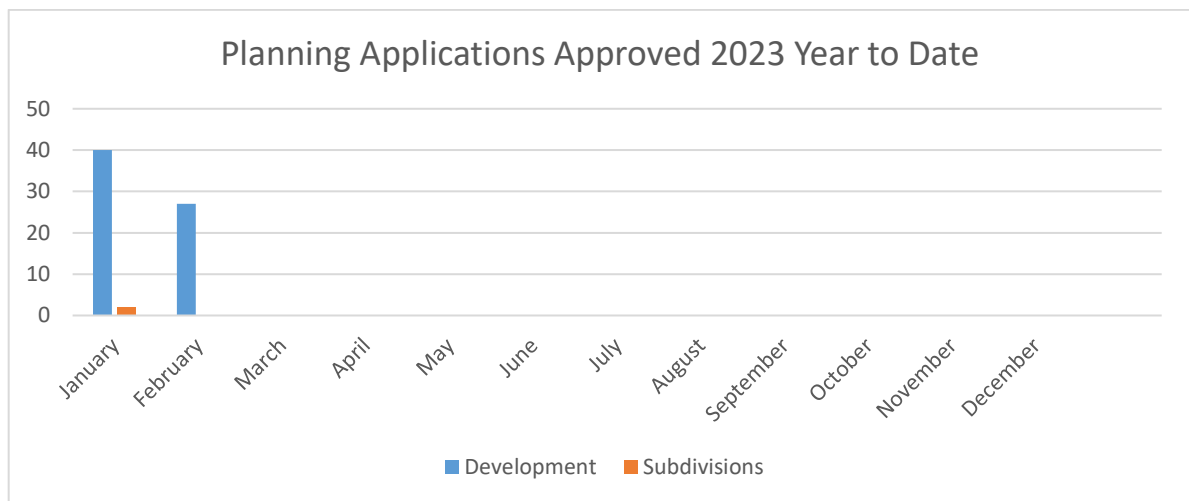


Dwelling	Discretionary	16 Parkside Place, Sorell (CT182322/10)	\$450,000.00
Signage	Discretionary	14 Weston Hill Road, Sorell	\$1,000.00
Secondary Residence	Discretionary	2 Neagarra Street, Dodges Ferry	\$90,000.00
Dwelling & Removal of Existing Shed	Discretionary	430 Carlton River Road, Carlton River	\$450,000.00
Dwelling	Discretionary	8 Parkside Place, Sorell	\$510,000.00
Additions to Dwelling	Discretionary	2 Luke Avenue, Carlton	\$170,000.00
Dwelling & Outbuilding	Discretionary	37 Connellys Marsh Road, Connellys Marsh	\$560,000.00
Additions to Dwelling	Discretionary	38 Myrica Street, Primrose Sands	\$45,000.00
Dwelling	Discretionary	8 Arlenar Street, Carlton	\$60,000.00
Secondary Residence & Outbuilding (Shed)	Discretionary	28 Goodford Lane, Orielson	\$35,000.00
Dwelling	Discretionary	13 Miena Drive, Sorell	\$450,000.00
Dwelling	Discretionary	20 Miena Drive, Sorell (CT182322- 23)	\$450,000.00
Covered Learning Structures x 2	Permitted	538 Old Forcett Road, Dodges Ferry	\$400,000.00
Dwelling & Outbuildings x2	Discretionary	471 Sugarloaf Road, Carlton River	\$750,000.00
Section 56 Minor Amendment - Changes to Stair access and mezzanine Floor	Minor Amendments	1 Renmore Court, Carlton	\$0.00

Demolition of Existing Structures	Permitted	161 Lewisham Scenic Drive, Lewisham	\$15,000.00
Dwelling	Discretionary	94 Drovers Rise, Carlton River	\$250,000.00
Dwelling & Secondary Residence	Discretionary	223B Old Forcett Road, Forcett	\$450,000.00
Multiple Dwellings x 2 (One existing)	Discretionary	14 First Avenue, Midway Point	\$300,000.00

### Planning permits issued year for 2023

Planning Applications approved year to date including February 2023.



### SORELL PLANNING AUTHORITY

The Sorell Planning Authority (SPA) met on 7 and 28 February 2023 and determined the following matters:

- Refusal of a multiple dwelling development at 435 Shark Point Road, Penna (5.2022.190.1).
- Submissions on regional planning framework and structure planning guidelines.
- Approval of multiple dwelling development at 14 First Avenue, Midway Point (5.2022.249.1).
- Approval of a dwelling at 223B Old Forcett Road, Forcett (5.2022.931.1), and



- Mediation for three lot subdivision at 186 Greens Road, Orielton (7.2022.13.1).

## APPEALS

Item	Appeal Status	Update since previous month
7.2022.13.1 - Refusal of three Lot Subdivision at 186 Greens Road, Orielton	Mediation commenced	Considered at SPA on 28 February 2023
Approval of six lot subdivision at 16-42 Arthur Highway, Dunalley	Mediation commenced	Nil

Mediation remains ongoing for the following two current appeals:

- the approval of a six lot subdivision at 16-42 Arthur Highway, Dunalley; and
- the refusal of a 3 lot subdivision and balance at 186 Greens Road, Orielton.

## STRATEGIC PLANNING

Item	Status	Update since previous month
Outer Hobart Residential Supply and Demand Study	Work has commenced. Preliminary result due in Feb-March. Due for May-June completion	No
State Planning Office (SPO) – Tasmanian Planning Policies	Further consultation expected to commence in Q1	No
State Planning Office (SPO) – Five Year Review of State Planning Provisions	Further consultation expected to commence in Q1	No
State Planning Office (SPO) – Regional planning framework and structure planning guidelines	SPA response provided 7 February 2023	No
Regional Land Use Strategy Update	Sorell and Brighton Council continue to develop a work plan to utilise SPO funding	No
Website update	Ongoing	No



Update of standard planning conditions, procedures and correspondence	Ongoing	No
Policy on stormwater in new developments	Drafted	No

## NATURAL RESOURCE MANAGEMENT

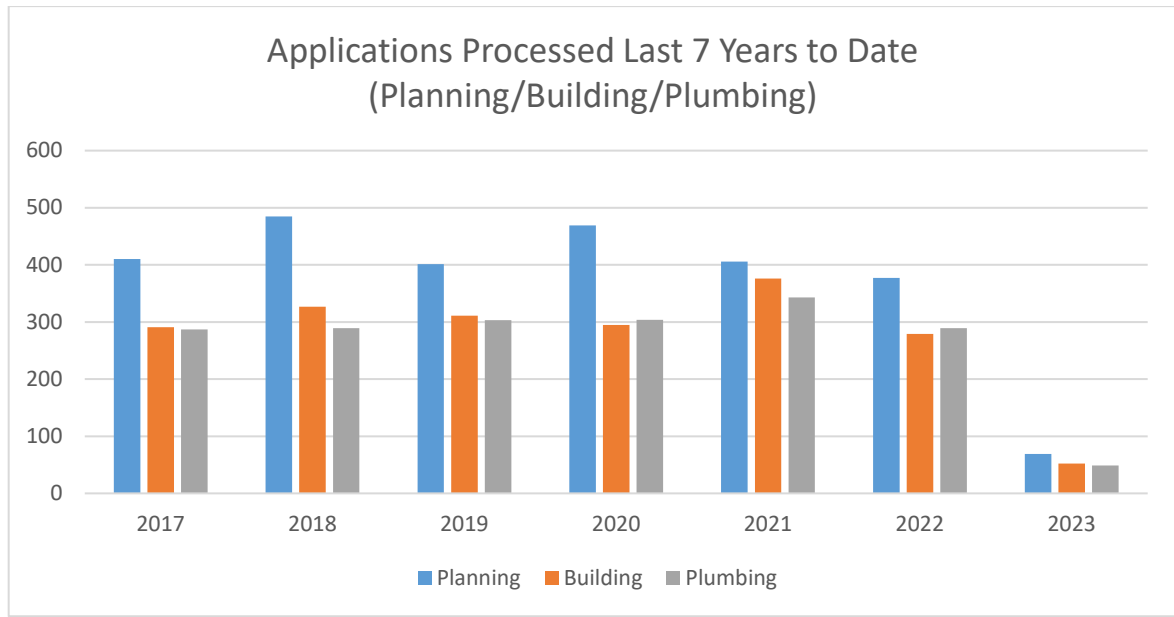
Following key activities were conducted:

- WAF grant application submitted.
- Consultation on revising Booklet on 'Grow Local – a guide to local native plants suitable for gardens in Southern Tasmania' - in progress.
- Sorell Weed Strategy draft finalised.
- Attended RCCI meeting.
- Attended training on Weedsan.
- Work in progress for dune rehabilitation in Carlton beach.
- First stage of rehabilitation of gully and tunnel erosion in Dunalley completed.
- Various site inspection for weeds around municipality and liaison with Biosecurity Tasmania on control measures.
- New site of African love grass identified and work assigned to eradicate from the site.

## DEVELOPMENT ASSESSMENT

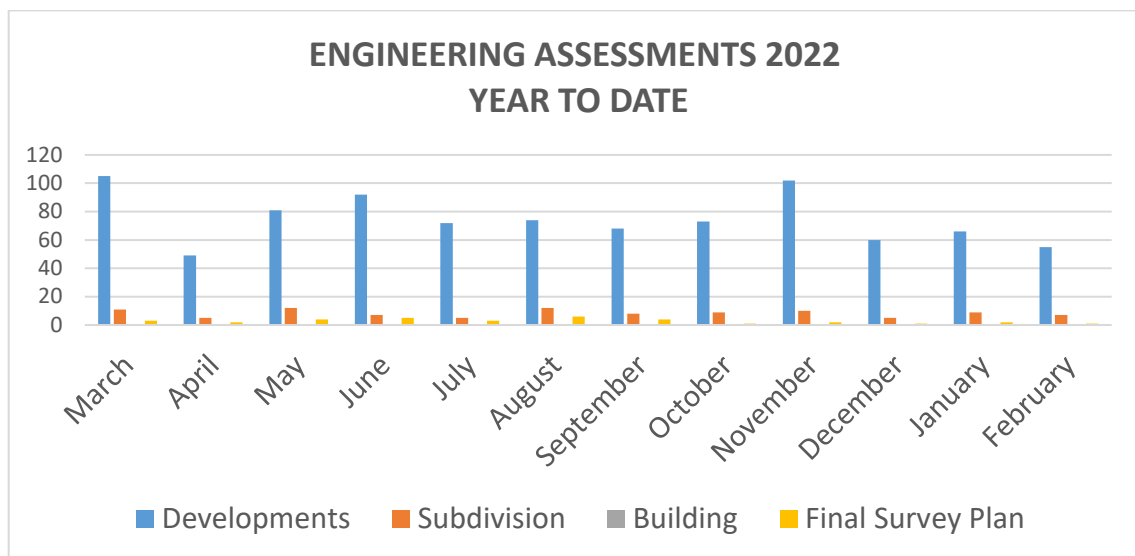
The following table provides details of the overall Planning, Plumbing and Building Applications processed for the years 2017, 2018, 2019, 2020, 2021 & 2022 together with current yearly figures up to and including February 2023.





### DEVELOPMENT ENGINEERING

Development Engineering has examined 62 applications (Developments & Subdivisions) for the February 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 complete – Stage 2, 3, and 4 nearing completion.



- Sorell – 37 Pawleena Road – Stage 2 and 3 completed – stage 4, 5, and 6 nearing completion – works commenced on Pawleena Rd roundabout.
- Midway Point – 252 Penna Road – Stage 1, 2, and 3 complete, construction commenced for stages 4, 5, and 6 – Stages 7 and 8 undergoing assessment.
- Sorell – 56-62 Forcett Street – 65 Lots by JAC Group – approval given, works commenced.

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

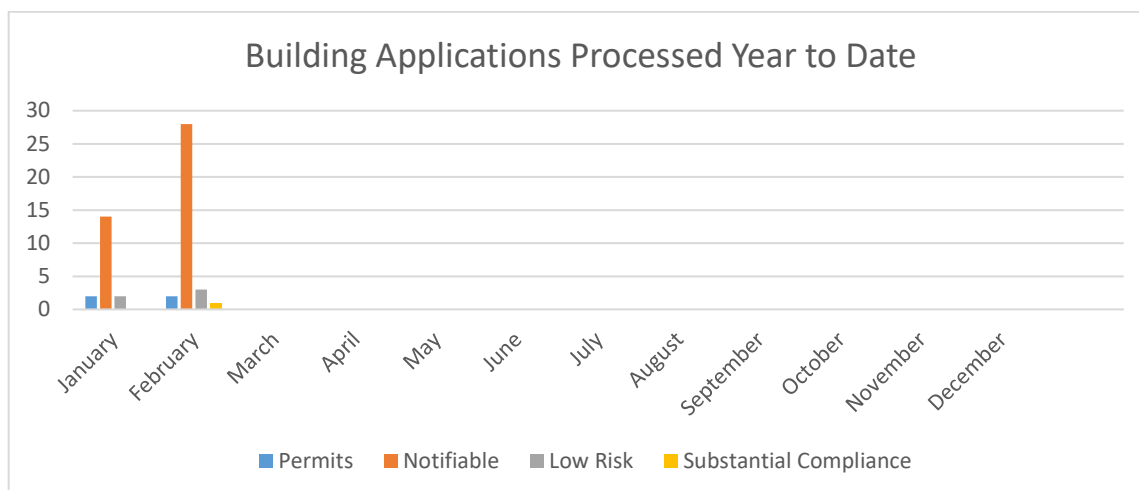
Approved developments likely to commence soon:

- Primrose Sands – 6a and 8 Correa Street 6 Lots including road extension – engineering drawings undergoing assessments.
- 17, 19A, 19B, 21, 23 & 25 Nugent Road – engineering approval for stage 1 issued.
- Lot 1000 Old Forcett Road – undergoing stormwater assessment.
- 16-42 Arthur Highway Dunalley – awaiting submission of engineering drawings.
- 212 Greens Road – engineering approval issued.

## 10.5 HEALTH AND COMPLIANCE – GREG ROBERTSON, MANAGER

### BUILDING

Analysis of applications approved year to date including February 2023. These include (Permit/Notifiable/Low Risk/Substantial Compliance).



Details of applications that were approved in February 2023 (details below). These include:

- 2 Permits
- 28 Notifiable
- 3 Low Risk
- 1 Substantial Compliance

Property Address	Propose Use Of Building	Value Of Work
16 Fishburn Way, Sorell	Dwelling	\$344,175.00
3 Fairmont Lane, Sorell	Multiple Dwellings X2	\$436,860.00
7 Fishburn Way, Sorell	Dwelling	\$363,000.00
8 Downward Way, Sorell	Dwelling	\$270,515.00
5 Downward Way, Sorell	Dwelling & Garage	\$380,000.00
15 Gully Road, Dodges Ferry	Dwelling	\$150,000.00
234 Lewisham Scenic Drive, Lewisham	Alterations & Additions to Dwelling	\$160,000.00
4 Raynors Road, Midway Point (CT170369/1)	Solar Installation	\$5,000.00
163 Orielton Road, Orielton	Sheds	\$150,000.00
24 Sandy Point Avenue, Dodges Ferry	Dwelling	\$25,000.00
142 Fulham Road, Dunalley	Shed	\$60,000.00
6 Downward Way, Sorell	Dwelling	\$290,065.00
Lot 1 Bay Road, Boomer Bay	Shed	\$3,000,000.00
3 Downward Way, Sorell	Dwelling	\$374,000.00
11 Downward Way, Sorell	Dwelling	\$416,000.00
16 Parkside Place, Sorell	Dwelling	\$500,000.00
20 Miena Drive, Sorell	Dwelling	\$500,000.00
13 Miena Drive, Sorell	Dwelling	\$500,000.00
680 Nugent Road, Wattle Hill	Solar Panel Installation	\$4,500.00
40 Wielangta Road, Bream Creek	Ancillary Dwelling & Outbuilding	\$75,000.00
58 Erle Street, Carlton River	Dwelling	\$326,795.00
17 Downward Way, Sorell	Dwelling	\$320,000.00
19 Downward Way, Sorell	Dwelling	\$290,205.00
33 Goodford Lane, Orielton	Dwelling & Shed	\$500,000.00
9 Downward Way, Sorell	Dwelling	\$393,500.00
53 Orielton Road, Orielton	Dwelling	\$400,299.00
5 Ollie Drive, Sorell	Shed	\$30,000.00
22 Vigar Court, Orielton	Outbuilding	\$80,000.00
32 Goodford Lane, Orielton	Dwelling & Shed	\$550,000.00
1a Tenth Avenue, Dodges Ferry	Outbuilding including Awnings	\$41,800.00
20 Pendell Drive, Forcett	Dwelling	\$54,000.00
473 Sugarloaf Road, Carlton River	Farm Shed	\$25,000.00
11 Horizon Drive, Sorell	Outbuilding	\$19,500.00
U2 17 Stanford Court, Sorell	Awning Addition	\$15,423.00





During the month of February 2023, no requests to waive building and plumbing fees were considered.

## BUILDING COMPLIANCE

Council compliance officers are continuing to investigate and inspect any incoming complaint or query in relation to potential illegal construction of works on a weekly basis.

During the month of February 2023, we received 2 complaints that required further investigation, and 6 complaints that were able to be resolved.

We attended to 3 properties that required on-site inspections.

We often receive other incoming queries/complaints that do not require follow up and/or can be forwarded to a different department for action.

Below statistics reflective of Notices/Orders issued for February 2023:

Building Notices issued:	2
Building Notices revoked:	0
Building Order issued:	0
Building Order revoked:	0
Infringement Notices issued:	0
Emergency Order issued:	1
<b>Complaints in progress</b>	0

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.

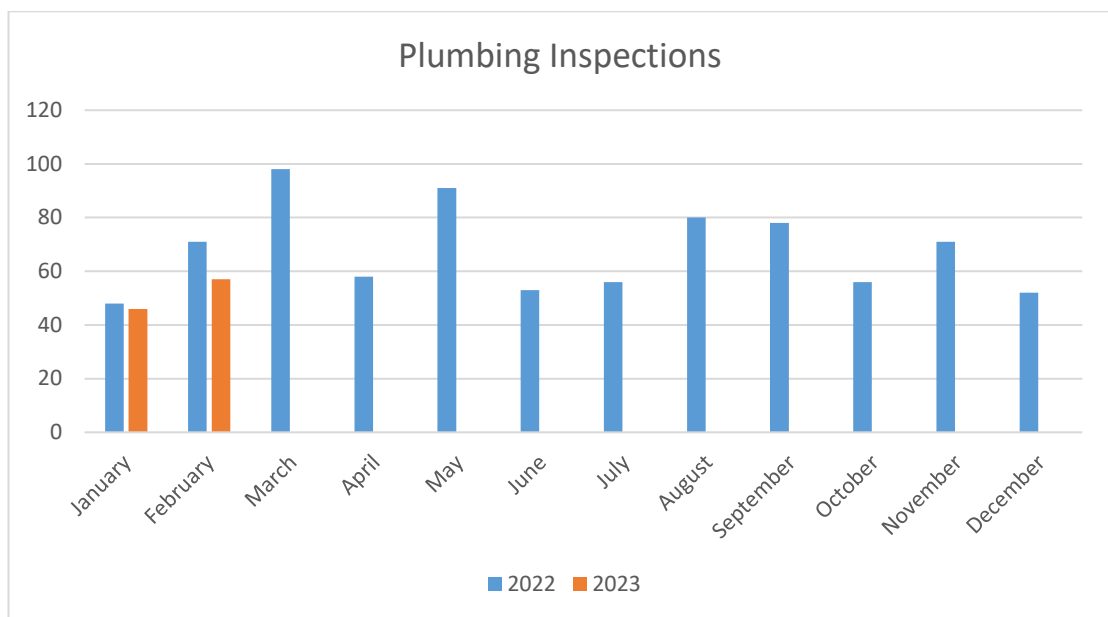
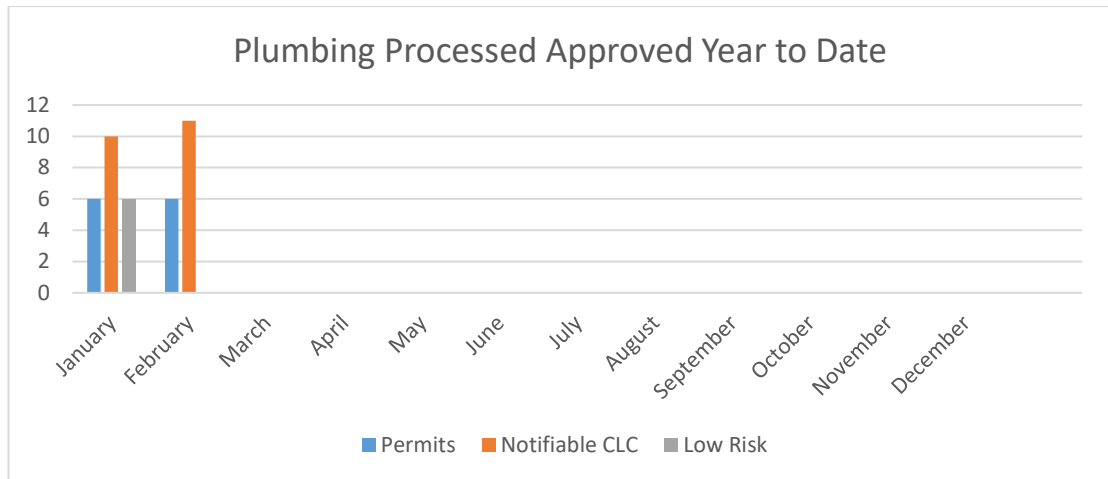
## PLUMBING

Analysis of applications approved year to date including February 2023. These include (Permit/Notifiable/Low Risk).

Details of applications that were processed in February 2023 (details below). These include:

- 6 Permits
- 11 Notifiable
- 10 Low Risk





In February 57 plumbing inspections were conducted for new and existing plumbing works. These works are current Plumbing Permits and Certificates of Likely Compliance.

## ENVIRONMENTAL HEALTH

### *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. The plumber has provided a quote to upgrade the wastewater treatment plant and Council staff have been in contact with the owner to determine when the works will commence.



Quarterly service reports for AWTS installations have been received; 20 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.

Meeting with Plumbing Advisory Officers from Consumer Affairs, Building and Occupational Services to discuss concerns about the on-site wastewater designs and to provide feedback on Plumbing Regulations under the Building Act 2016.

### ***By Laws***

Environmental Health By-law, Regulatory Impact Statement has been finalised and submitted to the Director of Local Government for review in December. The Director was contacted in February but has not yet advised whether the RIS and by-law can be advertised for public comment.

### ***Land Use Planning & Approval Act 1993***

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

Complaints received regarding businesses operating without a planning permit, including a manufacturing business in Forcett.

### ***Food Act 2003***

Seven Food business safety assessments were conducted during February.

EHO attended an information session from the Department of Health on the implementation of mandatory food safety supervisors and food handler training for food businesses such as caterers, takeaways and restaurants. This will be made mandatory in December 2023 and will be quite resource demanding for local government.

Food recall alert affected small goods operators.

### ***Public Health Act 1997***

Dodges Ferry and Dunalley Primary Schools Private water supplier and maintenance with DOE and TCM. Correspondence between DoE and Council to have all results sent to the EHO in accordance with the Drinking water guidelines.



Notifiable disease interview conducted.

Recreational Water Quality Sampling season continuing, generally results have been good. Sampling of Blue Lagoon as a secondary contact water body continued during February. The data provides information on the health of the lagoon.

Water carters are difficult to inspect due to a lack of working at heights ticket for the EHO. To inspect a water tank on a truck, a cherry picker is required to be used to see into the water tank.

### ***SBIP (Immunisations)***

EHO contacted Sorell school and dates were confirmed for commencement of 2023 school-based immunisation program. Preparation and consent forms handed to school and collected from the school. contacted parents of children who did not return forms.

### ***Environmental Management & Pollution Control Act 1994 (EMPCA)***

Manager of Health and Compliance investigated a pollution incident where 5 x Chemical Fire Extinguishers were discharged into the Sorell Rivulet below Pioneers Park. EPA Tasmania provided advice on how to clean-up the rivulet. Three Council staff, with the assistance of a Veolia Vac truck spent the afternoon removing as much as possible of the extinguisher residue from the surface of the water.

Samples of the water were collected and sent for analysis; results indicated that the water contained high levels of nutrients. A follow-up water sample collected 3-days later following the clean-up had significantly lower levels of nutrients. The clean-up cost and analysis totalled about \$3000 in addition to 16-20 hours of staff time.

Noise complaints including, shooting, music, construction noise, trail bike riding in Dodges Ferry were received and investigated.

Waste dumping and dust complaints were also received.

Several complaints about failing onsite wastewater management systems discharging to stormwater were investigated, most appeared to be natural seepage rather than wastewater.

Manager of Health & Compliance assessing an application to apply mussel waste to land on a property in Forcett.

Collected samples of bore water following complaint that a commercial septic tank system may be contaminating the groundwater.

EHO completed an audit of an aquaculture facility to assess if it was operating in accordance with the planning permit.



### ***Waste Management***

The Sorell Council Waste Strategy finalised and approved at the February Council meeting.

Manager of Health & Compliance has commenced preparing waste management tender documents.

Manager of Health & Compliance attended a meeting of the project steering group for the STRWA. This is likely to be the last meeting of the group as the Board has now been appointed and the New CEO is expected to start work later in April.

### ***Street Stall / Public place permits***

No new applications were approved in February.

### ***Recreational Leave***

Nil

### **COMPLIANCE**

Infringements issued for Nuisance Dogs (including Dog at large and unregistered dogs)	6
Infringement issued for Taking a Dog into a restricted area	5
Reported Dog attacks on livestock or other Dogs	3
Reported Dog attacks on people	1
Dogs impounded	7
Nuisance created by animals including dogs (Noise/Odour)	6
Fire Hazard Abatement notices issued	2
Litter Infringement notice issued	0
New Dog Registrations as a result of door knocks	3
Dog Abatement Notice/infringement Notice (currently being appealed to the Magistrates court)	0
Infringement issued By-Laws	0

Council officers conducted a weekend patrol in February on all the beaches that have restrictions in place.

4 Cautions were given, and 1 infringement notice was issued for non-compliance over that particular weekend.

The person that received the infringement notice for taking his dog into a restricted area also later received further fines for failing to provide his details to an authorised officer when requested.



## 10.6 INFRASTRUCTURE AND ASSETS – JULIE MANN, MANAGER

### CAPITAL WORKS TRANSPORT AND STORMWATER

The engineering team have been managing the delivery of the gravel re-sheeting and bitumen reseal maintenance contracts which were previously administered by Council's depot staff. These contracts and the co-ordination of surveys and land/easement acquisition processes associated with ongoing stormwater issues has resulted in departmental resources focusing their time away from progressing the current Capital Works projects.

There are several Capital Works projects that are about to commence construction, have commenced or achieved practical completion across our Municipality.

Capital Works about to commence construction:

- Line marking of sites delivered as part of the 2022-23 Supply and delivery of Bitumen reseals. Works commence mid-March and will be completed as soon as possible.

Capital Works commenced construction:

- Latena Street, Dodges Ferry Stormwater Outlet Remediation Works – Works substantially complete, some defects require attention and revegetation works are planned for April 2023.
- Devenish Drive, Sorell – Drainage Upgrade – Possession of site occurred 17 February 2023 and works are due for completion end of May 2023.

Capital Works complete since last report:

- 2022-23 Supply and delivery of Bitumen reseals – All roads have been prepared by Council's depot crews. The following roads are complete as part of this program since last report:
  - C-23-T-034 - Bay Street, Dunalley;
  - C-23-T-035 - Carlton Bluff Road, Primrose Sands;
  - C-23-T-038 - Montagu Street, Sorell;
  - C-23-T-040 - Station Lane, Sorell;
  - C-23-T-041 - Tiger Head Road, Dodges Ferry; and
  - C-23-T-045 - Elima Court, Dodges Ferry

Other items

- Finalising detailed engineering design consultancy brief for design of a number of 2022/2023 capital projects – roads, footpaths, storm water, etc;
- Grant submission is being prepared for a Safer Rural Road Program candidate being Wiggins Road (Pitt & Sherry design of Wiggins Road adjacent to White Hill Road);
- Jacobs were engaged to undertake detailed engineering survey and design for stormwater capital project (C-23-S-006) required on Nugent Road near



Mill Road, Nugent. For Construction drawings have been issued. Tenders to be sought; and

- Ongoing investigations associated with stormwater issues throughout the municipality.

## ASSETS / GIS / ICT

- Land Improvement asset data cleanse prior to revaluation process.
- Stormwater velocity data is now accessible in the internal flood maps.
- Tree Maintenance reporting has been automated and alerts the correct staff which trees need to be inspected next.
- Capital candidates for next year's re-sheet and reseal programs are under investigation and being discussed internally.

## PROJECT ENGINEER

### ROAD & TRAFFIC

#### Footpaths

- Red Ochre Beach Access – Still waiting on sign off and lease agreement from Parks and Wildlife.
- Sorell Streetscape – Quote requests were sent to three preferred contractors; one contractor submitted a fair price and has been awarded stage 1 (Westpac – United) and will commence works late March.

#### Vulnerable Road User Program

- Grant application has been submitted for Gate Five Rd to the bus stop adjacent to 346 Carlton River Road. The proposal is to install a 2m wide concrete footpath and to install guardrail to prevent vehicles from going through the corner onto the path - according to traffic data provided by DSG this has happened on numerous occasions.

#### Pembroke Park – BMX Bike Track

- Both parties have agreed to the scope and timeframe for works to commence. Works are now expected to commence in June 2023 and be completed by October/ November 2023.
- An inspection was carried out at the MONA BMX track site and we have been offered light towers with new LED fittings, a seating platform for around 40/50 people and all of the existing track gravel/ materials.

#### Rotary Bus Shelters

- Both concrete slabs have been installed adjacent 197 Carlton Beach Road and at the intersection of Primrose Sands Road and Colleen Crescent.



## BUILDINGS

### Train Shed

- Barn doors are being installed.
- The stainless-steel bollards have arrived.
- Power supply and lighting has been installed.
- The trees will be planted next month once the site has been cleared of rubbish/ debris.

### Lewisham Boat Ramp Toilet

- The successful contractor has been sent a purchase order and will commence works late March/ early April.

### South East Jobs Hub

- Development application has been lodged.
- Currently reviewing QS of DA drawings to confirm if grant funding sufficient.

### Sorell Function Centre

- Development application has been lodged.
- Currently reviewing QS of DA drawings to confirm if grant funding sufficient.

### South East Stadium

- The defect list is ongoing without any major issues to date.
- Contractual negotiations on outstanding payments continuing with architect and sub-consultants/ contractors.

## 10.7 ROADS AND STORMWATER – DAVID REARDON, MANAGER

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

### CRM's

Customer Requests by Category Sealed/Unsealed Roads	Mar 22	April 22	May 22	June 22	July 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23
Roads\Abandoned Vehicles				1								
Roads\Bollards		1							1			
Roads\Footpath/ Damage to Infrastructure Maintenance	2				4	3		1		2	4	1
Roads\General Road Enquiry	4	5	1	3		1	2	1	3	2	1	

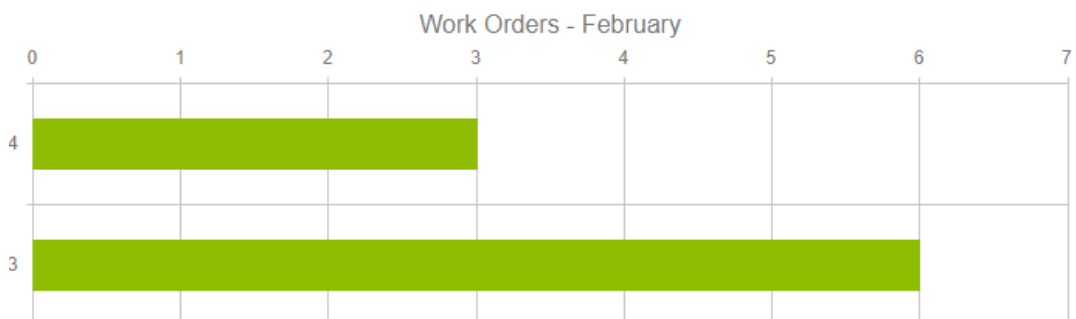




Roads\Guideposts				2							1	
Roads\Guardrails											1	
Roads\Line marking					1							
Roads\Other Road Signage	3	3	2	2	2			2		1	1	3
Roads\Pedestrian Crossing	1											
Roads\Road Defects incl. Potholes	8	5	10	9	8	11	14	10	20	4	12	17
Roads\Road Grading	1	1					5				1	
Roads\Street Name Signage						3	2		2	1	2	
Roads\Street Lighting		1	4	1		2	1	1			1	1
Roads \ Traffic Calming Devices			1									1
Stormwater / Flooding\Storm water and Flooding Enquiry (Rural)											2	5
Stormwater / Flooding\Storm water and Flooding Enquiry (Urban)											1	
Total	19	16	18	18	15	20	24	15	25	10	27	28

### 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



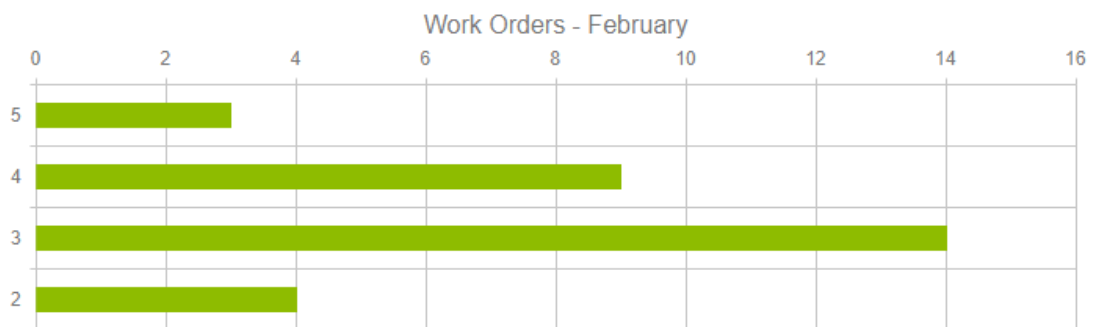
### Unsealed Road Crew



- 9 Work Orders Completed for February - 0 at Priority 1, 0 at Priority 2, 6 at Priority 3, 3 at Priority 4, and 0 at Priority 5.
- Maintenance Grading/Potholing on White Hill Road, Bay Road, Delmore Road, and Return Street.
- Drains/Culverts on White Hill Road, Marion Bay Road, and Branders Road.

#### Roadside Furniture

- Signs/Guideposts on Masons Road.

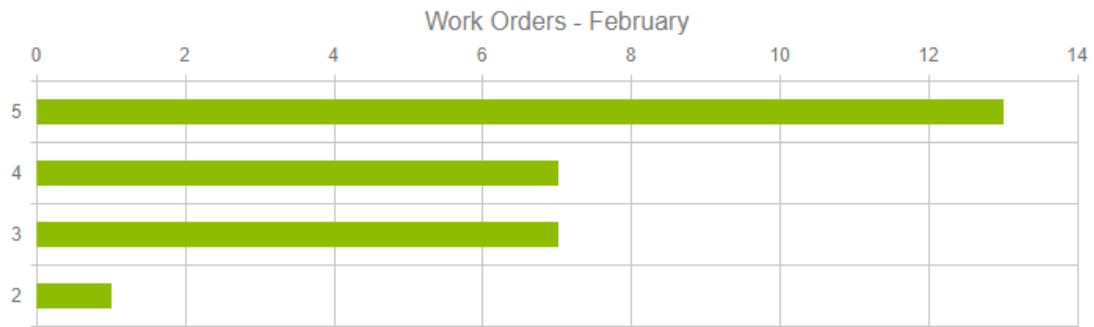


#### Sealed Road Crew

- 30 Work Orders Completed for February - 0 at Priority 1, 4 at Priority 2, 14 at Priority 3, 9 at Priority 4, and 3 at Priority 5.
- Potholing on Burnt Hill Road, Wolstenholme Drive, Penna Road, Lewisham Scenic Drive, and Forcett Street.
- Edge Break Repairs on Elizabeth Street, Attunga Drive, and Burnt Hill Road.
- Drains/Culverts on Delmore Road.
- Footpath maintenance on Nash Street, Carlton River Road, Suncrest Street, and Vancouver Link.

#### Roadside Furniture

- Signs/Guideposts on Weston Hill Road, Origin Place, White Hill Road, Primrose Sands Road, Moomere Street, Fenton Street, Dunalley Esplanade, Signal Hill Road, Carlton Beach Road, and Mary Street.
- Safety Mirror on Penna Road.
- Clean Graffiti on Carlton Beach Road and Walker Street.
- Vegetation on Old Forcett Road.



#### Stormwater Crew

- 28 Work Orders Completed for February - 0 at Priority 1, 1 at Priority 2, 7 at Priority 3, 7 at Priority 4, and 13 at Priority 5.
- Clean drains at Gatehouse Drive, Gypsy Bay Ramp Access, Imlay Street, Constance Street, Pearl Court, Carlton Bluff Road, Stores Lane, and Hilltop Place.
- Erosion on Hardner Court and Moomere Street.
- Camera Pipe on Lateena Street.
- Replace channel and grate on Lake Vue Parade.
- Investigate issues at Lateena Street.

## 10.8 FACILITIES AND RECREATION – SONIA PULLEN, MANAGER

#### Meetings Attended:

- Various meetings re: Pembroke Park Stadium & Community Facilities
- Various meetings regarding Canteen and Gym operators for the Stadium
- Various meetings Dunalley Hall users
- Various meetings Recreation Team
- Various onsite meetings with residents

#### Activities:

- Open Days at Stadium

## FACILITIES

### Facility Usage

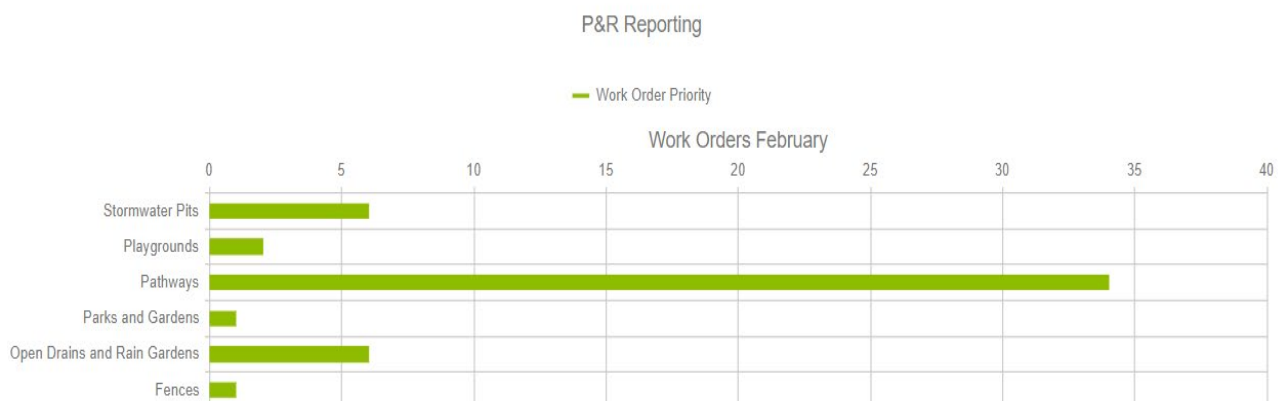
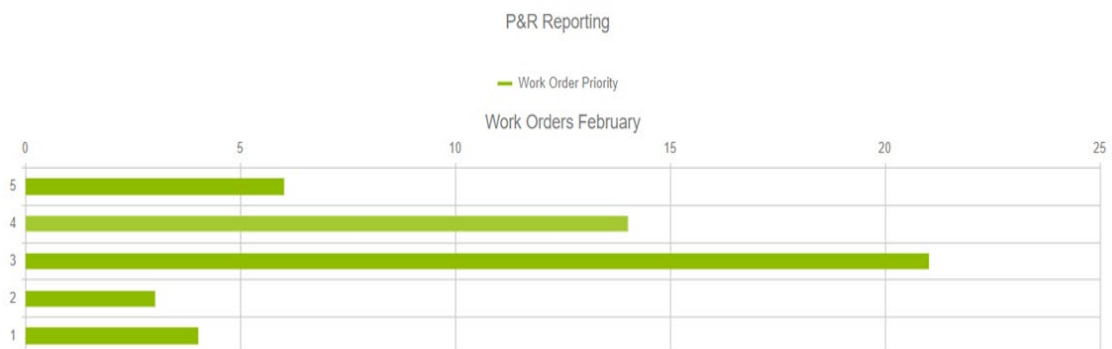


#### South East Stadium:

- Facility inductions to key users of the stadium.
- Sponsorship Policy developed.
- New facility booking system – Continue to transfer bookings from the old system. Internal training provided.
- Developed additional fees for stadium usage by individuals and small groups.
- Various meetings with stadium anchor tenants SENA, SEBA, SEUFC.
- Meetings with Sorell School, Diabetes Tasmania, Basketball Tasmania, NFSRA (National Fitness Southern Recreation Association, Tasmania Indoor Bowls Association).
- Ongoing liaison with Project Engineer and suppliers on various matters regarding the construction project and defect corrections.
- Ongoing liaison with local clubs and other future users of the stadium.

#### LAND IMPROVEMENTS

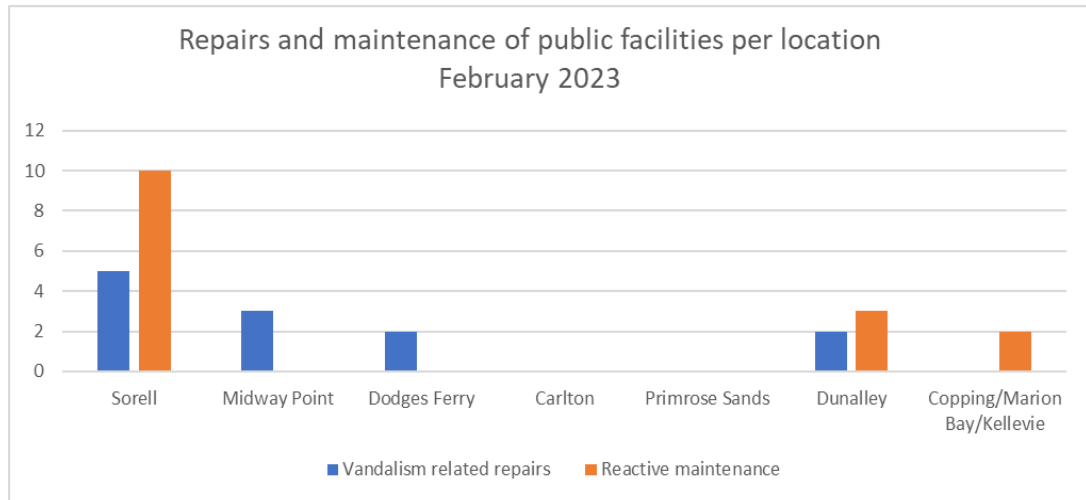
- Tree work – Luke Avenue, Ollie Drive, & Mungara Steet.
- Ongoing mowing and maintenance for Parks, Reserves and Walkways.
- CRM's.



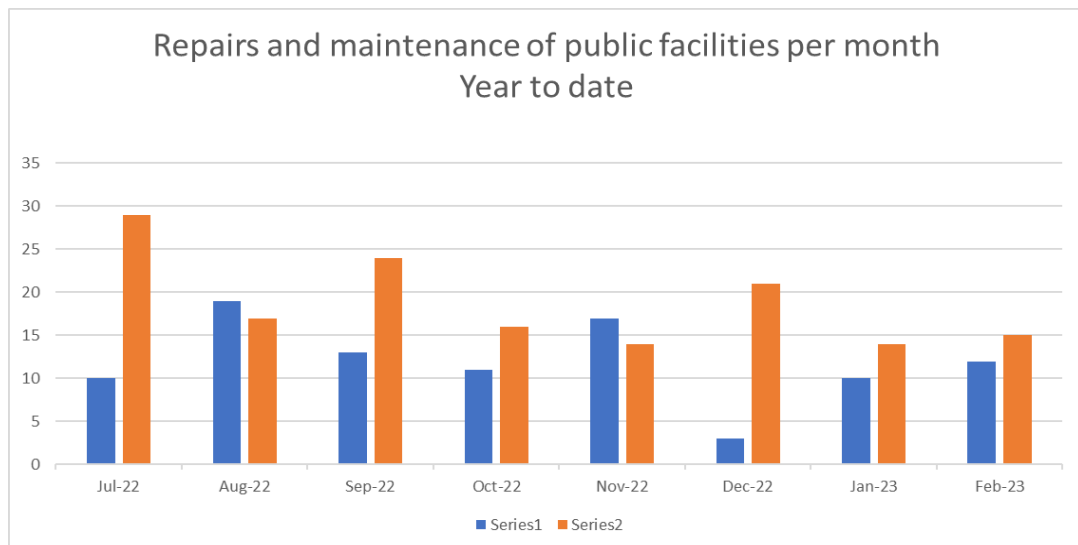
## FACILITY MAINTENANCE

All Buildings - general maintenance requirements as per form 46.

Repairs and maintenance summary per location, including vandalism related repairs and reactive maintenance:



Repairs and maintenance Summary of Buildings – by Work Order Type



Vandalism events per location - February 23		
Location	Vandalism related repairs	Reactive maintenance
Sorell	5	10
Midway Point	3	0



Dodges Ferry	2	0
Carlton	0	0
Primrose Sands	0	0
Dunalley	2	3
Copping/Marion Bay/Kelleve	0	2

Overall vandalism events per month by month		
Month	Vandalism related repairs	Reactive maintenance
Jul-22	10	29
Aug-22	19	17
Sep-22	13	24
Oct-22	11	16
Nov-22	17	14
Dec-22	3	21
Jan-23	10	14
Feb-23	12	15

## 11.0 PETITIONS

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

## 12.0 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 12 on this agenda, inclusive of any supplementary items.

### 12.1 SORELL PLANNING AUTHORITY MINUTES

#### RECOMMENDATION

“That the minutes of the Sorell Planning Authority (“SPA”) Meetings of 28 February 2023 be noted.”





## MINUTES

FOR THE SORELL PLANNING AUTHORITY (SPA) MEETING HELD AT THE COMMUNITY ADMINISTRATION CENTRE (CAC), 47 COLE STREET, SORELL ON TUESDAY 28 FEBRUARY 2023

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4.2	MEDIATION ON SUBDIVISION APPLICATION NO. SA 2022 / 13 - 1	8
4.3	DEVELOPMENT APPLICATION NO. DA 2022 / 391 - 1	9



## AGENDA

ORDINARY COUNCIL MEETING  
21 MARCH 2023



## 1.0 ATTENDANCE

^  
 Chairperson Mayor Vincent  
 Deputy Mayor C Wooley – Arrived at 5.04pm  
 Councillor M Brown  
 Councillor S Campbell  
 Councillor J Gatehouse  
 Councillor M Miro Quesada Le Roux  
 Councillor M Reed  
 Councillor N Reynolds  
 Councillor C Torenus  
 Robert Higgins, General Manager

### STAFF IN ATTENDANCE

Shane Wells – Manager Planning  
 Denis Wall – Project Manager

## 2.0 CONFIRMATION OF THE MINUTES OF 7 FEBRUARY 2023

### RECOMMENDATION

“That the Minutes of the Sorell Planning Authority (SPA) Meeting held on 7 February 2023 be confirmed.”

### 7/2023 BROWN / REYNOLDS

“That the recommendation be accepted.”

The motion was put.

For: Vincent, Brown, Campbell, Gatehouse, Miro Quesada, Reed, Reynolds and Torenus

Against: None

The Motion was **CARRIED**

## 3.0 DECLARATIONS OF PECUNIARY INTEREST

The Mayor requested any Councillors to indicate whether they had, or were likely to have, a pecuniary interest in any item on the agenda.

Mayor Vincent declared a pecuniary interest in item 4.3 and left the meeting for the duration of the SPA debate and voting of Item 4.3.



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## 4.0 LAND USE PLANNING

In considering the following land use planning matters the Sorell Planning Authority intends to act as a planning authority under the *Land Use Planning and Approvals Act 1993*.

### 4.1 DEVELOPMENT APPLICATION NO. DA 2022 / 249 - 1

<b>Applicant:</b>	C Hortle						
<b>Proposal:</b>	Two Multiple Dwellings (One Existing)						
<b>Site Address:</b>	14 First Avenue, Midway Point (CT 81317/67)						
<b>Planning Scheme:</b>	<i>Sorell Interim Planning Scheme 2015</i>						
<b>Application Status</b>	Discretionary						
<b>Relevant Legislation:</b>	Section 57 of the <i>Land Use Planning and Approvals Act 1993 (LUPAA)</i>						
<b>Reason for SPA meeting:</b>	More than one representation received.						
<b>Relevant Zone:</b>	10.0 General Residential						
<b>Proposed Use:</b>	Multiple Dwellings						
<b>Applicable Overlay(s):</b>	Potentially Dispersive Soils Code						
<b>Applicable Codes(s):</b>	Parking and Access Code, Road and Railway Assets Code						
<b>Valid Application Date:</b>	26 August 2022						
<b>Decision Due:</b>	2 March 2023						
<b>Discretion(s):</b>	<table border="1"> <tr> <td>1</td><td>Site area per dwelling</td></tr> <tr> <td>2</td><td>Privacy – shared driveways</td></tr> <tr> <td>3</td><td>Car parking numbers</td></tr> </table>	1	Site area per dwelling	2	Privacy – shared driveways	3	Car parking numbers
1	Site area per dwelling						
2	Privacy – shared driveways						
3	Car parking numbers						
<b>Representation(s):</b>	Four						

#### RECOMMENDATION

That pursuant to Section 57 of the *Land Use Planning and Approvals Act 1993* Council resolve that Planning Application DA 2022 / 249 - 1 for a Multiple Dwellings x 2 (One existing) at 14 First Avenue, Midway Point be approved, subject to the following conditions:

1. Development shall generally be in accordance with the endorsed plans submitted on 5 September 2022 except as may be amended by the conditions of this permit.
2. A vehicle noise management plan must be submitted prior to the commencement of works demonstrating that unreasonable vehicle noise intrusion to the existing dwelling will be avoided through treatment to the bedroom 2 and bedroom 3 windows such as, but not limited to, double or triple glazing or screening.



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3. Prior to first use, all area(s) of private open space must be:
  - a) Formed with a gradient of no more than 1 in 10;
  - b) Enclosed by a 1.5m high fence;
  - c) Grassed and / or landscaped; and
  - d) Provided with steps or other means of access to the adjoining habitable room if required.

**Development Engineering:**

4. A vehicular crossing application must be submitted to Council and an associated permit must be granted prior to any works commencing within the road reservation.
5. A new sealed access and crossover must be constructed to be generally in accordance with Council's Standard Drawings TSD-R09-v3 and TSD-R16-v3.
6. The sealed access must start at the edge of First Avenue, must have a minimum width of 5.5 metres, and must extend for 6 metres or to the property boundary, whichever is greater.
7. Drainage from the sealed access must not cause ponding within the Council's road reserve.
8. A Council engineering officer must inspect the completed base prior to laying asphalt or pouring concrete. Please call Council on 6269 0000 to arrange a time giving at least 24 hours' notice.
9. Off-street car parking must comply with the following requirements:
  - a) Off street parking requirements (including layout, line marking, signage and the installation of wheel stops) must comply with Australian Standard AS 2890.1;
  - b) Off street driveway, car parking and turning areas must be constructed of reinforced concrete or asphalt;
  - c) Visitor car parking spaces and turning bays must be designated as such on site.
10. Stormwater must be discharged to the existing piped Council stormwater system to the satisfaction of the Manager Planning and the following:
  - a) All stormwater pipes collecting runoff from driveways, car parking, turning areas, and other hardstand areas must be designed to suit the calculated stormwater runoff from the property but with a minimum size of DN150;



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- b) A concrete kerb must be installed along the entire length of the internal driveway, car parking, and turning areas to direct stormwater into the stormwater system. Grated pits shall be installed at suitable locations, as per the drainage plan;
  - c) All grated pits, grated drains, and stormwater lot connections must be constructed to a trafficable standard;
  - d) Stormwater runoff generated from the development must not be directed onto neighbouring properties;
  - e) A revised drainage plan incorporating the above requirements must be provided for approval prior to works commencing;
  - f) Council must be notified and all stormwater works within the road reserve must be inspected by Council prior to any backfilling. Please call Council on 6269 0000 to arrange a time giving at least 24 hours' notice.
11. The developer is responsible for the location of any existing services and Council infrastructure.
  12. All works must be undertaken by the developer at the developer's cost.
  13. Any existing Council infrastructure that is damaged or modified in any way, as a consequence of these works, must be repaired or reinstated by the developer to its original condition, as soon as reasonably practicable, at the developer's cost.
  14. Prior to Council sealing the Strata plan for this development, all Engineering conditions in this permit must be satisfied.
  15. During the works period, the developer must contain all materials within the property boundaries and maintain the site so as not to cause a hazard to pedestrian or vehicular traffic.

**NOTE: THE FOLLOWING ADVICE APPLIES TO THIS PERMIT**

- The permit does not take effect until 15 days after the date that this permit was served on you as the applicant and each representor provided that no appeal is lodged as provided by s53 of the *Land Use Planning and Approvals Act 1993*.
- This permit does not imply that any other approval required under any other legislation or by-law has been granted.
- This planning approval shall lapse at the expiration of two (2) years from the date on which this permit became valid, if the permit is not substantially commenced. At the discretion of the Planning Authority, the expiration date may be extended for a further two (2) years on two separate occasions for a total of six (6) years. Once lapsed, a new application will be required.



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- Any changes to the use or development approved, may be deemed as substantially in accordance with the permit or may first require either a formal amendment to this permit or a new permit.

You may appeal against the above conditions, any such appeal must be lodged within fourteen (14) days of service of this notice to TASCAT, 38 Barrack Street Hobart 7000 Ph: ☎(03) 6165 6790 or email [resourceplanning@tascat.tas.gov.au](mailto:resourceplanning@tascat.tas.gov.au)

#### 8/2023 CAMPBELL / GATEHOUSE

"That the recommendation be accepted."

An amended motion was moved as per:

#### RECOMMENDATION

That pursuant to Section 57 of the *Land Use Planning and Approvals Act 1993* Council resolve that Planning Application DA 2022 / 249 - 1 for a Multiple Dwellings x 2 (One Existing) at 14 First Avenue, Midway Point be refused for the following reasons:

- The development does not comply with the acceptable solution or satisfy the performance criteria of standard 10.4.1 Residential Density for Multiple Dwellings as:
  - The site area is less than 325m<sup>2</sup> per dwelling; and
  - The site area per dwelling is not compatible with the density of existing development on established properties in the area.
- The development does not comply with the acceptable solution or satisfy the performance criteria of standard 10.4.6 Privacy for all dwellings as:
  - The driveway is separated from the existing dwelling by less than 2.5m; and
  - The driveway will have an unreasonable impact to habitable rooms of the existing dwelling.
- The development does not comply with the acceptable solution or satisfy the performance criteria of standard E6.6.1 Number of Car Parking Spaces as:
  - The number of on-site visitor spaces is less than the number specified in Table E6.1; and
  - The number of on-site car parking spaces is not sufficient to meet the reasonable needs of users.

You may appeal this decision, any such appeal must be lodged within fourteen (14) days of service of this notice to TASCAT, 38 Barrack Street Hobart 7000 Ph: ☎(03) 6165 6790 or email [resourceplanning@tascat.tas.gov.au](mailto:resourceplanning@tascat.tas.gov.au)



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**9/2023 MIRO QUESADA / TORENIUS**

The amended motion was put.

For: Miro Quesada, Reynolds and Torenus

Against: Vincent, Wooley, Brown, Campbell, Gatehouse and Reed

The amended motion was lost.

The original motion as recommended was put.

For: Vincent, Wooley, Brown, Reed, Gatehouse and Campbell

Against: Miro Quesada, Reynolds and Torenus

The Motion was **CARRIED**

**4.2 MEDIATION ON SUBDIVISION APPLICATION NO. SA 2022 / 13 - 1****RECOMMENDATION**

"That Council support a consent agreement being entered into to resolve an appeal over the delegated refusal of a proposed subdivision at 186 Greens Road, Orielton in the following terms."

**10/2023 CAMPBELL / BROWN**

"That the recommendation be accepted."

The motion was put.

For: Vincent, Wooley, Brown, Campbell, Gatehouse, Miro Quesada, Reed,  
Reynolds and Torenus

Against: None

The Motion was **CARRIED**

Mayor Vincent and Councillor Campbell left the room.

Councillor Reynolds took the chair.



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## 4.3 DEVELOPMENT APPLICATION NO. DA 2022 / 391 - 1

<b>Applicant:</b>	J Blood						
<b>Proposal:</b>	Dwelling & Secondary Residence						
<b>Site Address:</b>	223B Old Forcett Road, Forcett (CT 182177/3)						
<b>Planning Scheme:</b>	<i>Tasmanian Planning Scheme - Sorell</i>						
<b>Application Status</b>	Discretionary						
<b>Relevant Legislation:</b>	Section 57 of the <i>Land Use Planning and Approvals Act 1993 (LUPAA)</i>						
<b>Reason for SPA meeting:</b>	Owner or applicant is a relative of a Councillor						
<b>Relevant Zone:</b>	11.0 Rural Living						
<b>Proposed Use:</b>	Single dwelling & secondary residence						
<b>Applicable Overlay(s):</b>	Bushfire-Prone Areas, Airport Obstacle Limitation Area; Dispersive Soils Specific Area Plan						
<b>Applicable Codes(s):</b>	Parking and Sustainable Transport Code						
<b>Valid Application Date:</b>	07 December 2022						
<b>Decision Due:</b>	2 March 2023						
<b>Discretion(s):</b>	<table border="1"> <tr> <td>1</td><td>Setback to the Rural Zone</td></tr> <tr> <td>2</td><td>Surfacing of driveway</td></tr> <tr> <td>3</td><td>Dispersive soils</td></tr> </table>	1	Setback to the Rural Zone	2	Surfacing of driveway	3	Dispersive soils
1	Setback to the Rural Zone						
2	Surfacing of driveway						
3	Dispersive soils						
<b>Representation(s):</b>	Nil						

**RECOMMENDATION**

That pursuant to Section 57 of the *Land Use Planning and Approvals Act 1993* Council resolve that Planning Application DA 2022 / 00391 - 1 for a Dwelling & Secondary Residence at 223B Old Forcett Road, Forcett be approved, subject to the following conditions:

1. Development shall generally be in accordance with the endorsed plans submitted on 5 September 2022 except as may be amended by the conditions of this permit.
2. Prior to construction or excavation, the development must submit a construction environmental management plan (CEMP) specifying the measures to reduce erosion risk as identified in the Rock Solid Geotechnical Assessment dated 18 July 2022.
3. Prior to commencing works, a Soil and Water Management Plan (SWMP) must be implemented to ensure that soil and sediment does not leave the site during the construction.
4. Existing trees and native vegetation not directly impacted by approved vegetation clearing associated with vehicle access and bushfire hazard management must be retained and must not be ring-barked, cut down, lopped, removed, injured or wilfully destroyed.



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*Advice: this condition does not apply to the exemptions provided at clause 4.41, 4.4.2, and 4.4.3 and C7.4.1 of the Tasmanian Planning Scheme – Sorell.*

5. No topsoil is to be removed from the site.

*Advice: this condition is to minimise the spread of weeds from the site.*

**Development Engineering:**

6. Prior to any works commencing within the road reservation, a Vehicular Crossing and Associated Works Application (available on Council's website) must be submitted with an associated permit granted for the works.
7. The internal driveway including areas set aside for vehicle parking and manoeuvring must:
- Be fully complete within six months of first use;
  - Be constructed with a durable all weather pavement;
  - Have a minimum width of 4.0 metres;
  - Be drained to a legal point of discharge or retain runoff onsite such that stormwater is not concentrated onto adjoining properties;
  - Have a sealed or gravel surface that is designed, constructed, and maintained to avoid sedimentation, erosion, or excess dust; and
  - Be maintained through the life of the use in a condition that, at a minimum, is suitable for two wheel drive vehicles.
8. Prior first use, at least two car parking spaces must be provided on site and must be available for car parking at all times. Any external space must:
- Be at least 5.4m long and 2.6m wide with an additional 0.3m clearance from any nearby wall, fence or other obstruction; and
  - Have a maximum gradient of 1 in 20 (5%) measured parallel to the angle of parking and 1 in 16 (6.25%) in any other direction.

**NOTE: THE FOLLOWING ADVICE APPLIES TO THIS PERMIT**

- This permit does not imply that any other approval required under any other legislation or by-law has been granted.
- This planning approval shall lapse at the expiration of two (2) years from the date on which this permit became valid, if the permit is not substantially commenced. At the discretion of the Planning Authority, the expiration date may be extended for a further two (2) years on two separate occasions for a total of six (6) years. Once lapsed, a new application will be required.



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- Any changes to the use or development approved, may be deemed as substantially in accordance with the permit or may first require either a formal amendment to this permit or a new permit.
- Council recommends consulting Before You Dig Australia (BYDA) at [www.byda.com.au](http://www.byda.com.au) before undertaking any works.
- A Vehicular Crossing Permit can be obtained by completing the Vehicular Crossing and Associated Works Application form available at [www.sorell.tas.gov.au/services/engineering](http://www.sorell.tas.gov.au/services/engineering).

You may appeal against the above conditions, any such appeal must be lodged within fourteen (14) days of service of this notice to TASCAT, 38 Barrack Street Hobart 7000 Ph: (03) 6165 6790 or email [resourceplanning@tascat.tas.gov.au](mailto:resourceplanning@tascat.tas.gov.au)

10/2023 MIRO QUESADA / BROWN

"That the recommendation be accepted."

The motion was put.

For: Wooley, Brown, Gatehouse, Miro Quesada, Reed, Reynolds and Torenus

Against: None

The Motion was **CARRIED**

Meeting closed at 5.36pm

MAYOR VINCENT  
CHAIRPERSON  
28 February 2023



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## 13.0 GOVERNANCE

### 13.1 COPPING REFUSE SITE JOINT DISPOSAL AUTHORITY - PROPOSED RULE CHANGES

#### RECOMMENDATION

“That Sorell Council approves the proposed amendments to the Rules of the Copping Refuse Disposal Site Joint Authority.”

#### Purpose

The purpose of this report is to seek the final endorsement of Council to proposed amendments to the Copping Refuse Site Joint Disposal Authority (Authority) Rules.

#### Background

Under sub-Rule 232, the Authority is required to review its Rules at least every five years. The last review of this nature was finalised in December 2017, although a minor Rule change in relation to dividends was finalised in September 2021.

At its meeting on 11 August 2022, the Authority approved, by special resolution, its intention to amend the Rules. Participating Councils subsequently approved advertising the proposed changes in September 2022.

No public submissions were received from the advertisement, however, several additional amendments were suggested at the Authority’s general meeting in October 2022. Legal advice confirms that these are technical or minor administrative amendments so do not require re-advertising. The Authority approved those minor amendments, by special resolution, at its meeting on 9 February 2023.

The proposed amendments to the Rules cover a range of governance and administrative processes that aim to modernise the Authority’s framework of corporate governance and oversight and reflect the enhanced business practices that have evolved over time.

#### Statutory Requirements

The Authority is required to follow the process prescribed under Sections 31 and 32 of the *Local Government Act 1993*.

#### Discussion

Attachment 1 (Table 1) summarises the amendments, including the more recent administrative changes at Rule #6, 14, 15, 69, 97, 103 & 151 and explains the reasons for them.



The collective scale of the amendments is considered material and so requires the full process prescribed under sections 31 and 32 of the *Local Government Act 1993* (Tas) (the Act). A summary of the process is provided below.

Step 1	<ul style="list-style-type: none"> <li>A <u>special resolution</u> of the Authority's Participating Councils is required to approve <b>advertising</b> the proposed Rule change</li> </ul>	The purpose of this paper
	<ul style="list-style-type: none"> <li>One participating council is to act as the 'Nominated Council' to perform the roles required under the Act to change the Rules</li> </ul>	Clarence City Council has agreed to be the Nominated Council
Step 2	<p>If the special resolution to advertise is approved, the Nominating Council is to:</p> <ul style="list-style-type: none"> <li>publish the complying notice in a local daily newspaper,</li> <li>display the complying notice at its premises for at least 21 days,</li> <li>provide a copy of the proposed amendments to the Director of Local Government,</li> <li>make the proposed amendments available for inspection or purchase at its public office.</li> </ul>	November 2022
Step 3	<ul style="list-style-type: none"> <li>After publication and any submissions are received, a general meeting of the Authority is convened to consider, and deal with, any submissions</li> </ul>	February 2022
	<ul style="list-style-type: none"> <li>Subject to any changes to the proposed amendments, Participating Councils approve the proposed amendments to the Rules by special resolution</li> </ul>	This process
Step 4	The proposed amended Rules are to be certified by both a legal practitioner and the General Manager of the Nominating Council as prescribed in the Act	
Step 5	The certified, proposed Rules are provided to Participating Councils for formal adoption	

Step 6	Once approved, the amended Rules are to be certified (again) by both a legal practitioner and the General Manager of the Nominating Council as prescribed in the Act	
Step 7	<ul style="list-style-type: none"> <li>• A copy of the new Rules is provided to the Director, Local Government</li> <li>• The final decision is to be advised to anyone who provided a submission on the proposed amendment</li> </ul>	
Step 8	The amendment comes into effect.	

### Finance

There are no financial implications associated with this matter.

### Environment

There are no environmental implications associated with this matter.

### Communication and Consultation

There are no further comms or consultation activities required as per the above process timeline and that no submissions were received.

### Risk

There are no apparent risks to Council in endorsing the proposed Rule changes including the additional minor amendments.

### Conclusion

In order to finalise the process of changing the Rules the endorsement of the four owner councils is required.

It is recommended that Council endorse the proposed Rule change.

**ROBERT HIGGINS**

**GENERAL MANAGER**

14 March 2023

Attachments (8) – Summary of Amendments



## Rules Review 2022 - with modifications

### Requirement:

Rule 232: Rules to be reviewed at least five yearly.

Consistent with requirements of LGA 1993

Last full review finalised in November 2017

**Table 1: Proposed amendments**

Rule #	Proposed amendments	Reason/Notes/Comments
	<b>Powers of Board</b>	
<u>6 Definitions</u>	<u>“General Manager” means the General Manager or Chief Executive Officer or equivalent position of a Council or the General Manager’s nominee;</u>	<u>Reason for inclusion: pre-empts anticipated change to Local Government Act. This wording allows Authority’s Rules to remain relevant even if the Act does not change.</u>
<b>13 Amend</b>	<p>(a) The Board may exercise all powers and functions delegated to it by the Authority in writing.</p> <p>(b) <b>The Board may access independent, expert advice, at the Authority’s expense, as it determines necessary to exercise its powers and functions and satisfy the duties of directors.</b></p>	<p>(c) New sub-Rule suggested: This is a standard clause and a right of directors under many relevant Acts, eg Corps Act 2001, Tas GBE/SOC Acts etc. It should be clear in our Rules as well.</p>
	<b>Delegations</b>	
<b>14 Amend</b>	<p>Except for the power under Rule 12(a) and as provided in Rule 213(b), the Authority may delegate to the <b>-Chair, Board or Secretary</b>, with or without conditions, any of the functions and powers that are within the power of the Authority (including any specified power of on-delegation of those functions and powers) and are not by these Rules or by legislation directed or required to be exercised or done by the Authority in General Meeting.</p>	<p>At present, the Authority cannot delegate to anyone except the Board. From time to time this has been necessary for administrative or time convenience (eg, “Chair to negotiate with new directors within agreed boundaries...”). Capacity to do this should be properly formalised.</p> <p>From time to time, some delegation to Secretary for administrative tasks would be useful, eg approval of directors’ expenses.</p>

		NOTE: JA has approved a Delegations Policy which controls how delegations are to be exercised, reported etc. Applies to the Authority, Board, CEO, others...:-
15 Amend	<p>The Board may delegate to the Chief Executive Officer, <u>an individual director, a committee of the Board or the Secretary (in their capacity as secretary to the Board)</u>, with or without conditions:</p> <p>(a) any of the functions and powers delegated to it by the Authority in writing (including any specified power of on-delegation of those functions and powers); and</p> <p>(b) any of the functions and powers conferred upon it under these Rules.</p>	<ul style="list-style-type: none"> <li>It is quite common in most Constitutions (or equivalent) for the Board to be able to delegate to a range of recognised positions. This doesn't mean they have to – simply that they can.</li> <li>Many Constitutions (and under Corps Act 2001) allow delegation to “any other person” as well, but that was considered unnecessary for the Authority.</li> </ul> <p>Note: delegation to Board Secretary is <i>in that role</i>, rather than the Authority Secretary in that role. It could raise serious conflict if the Board had the capacity to delegate to the Authority Secretary in that capacity.</p>
	<b>Membership of Authority - Representatives</b>	
Amend Rule 69	<p><b>Current Rule 69:</b> Representatives and Proxies are not entitled to any remuneration from the Authority.</p> <p><u>Amendment to Rule 69:</u> <u>Representatives and Proxies are not entitled to any remuneration from the Authority other than the Chair who may be remunerated subject to the following:</u></p> <p><u>(a) notwithstanding Rule 65, Representatives, on the advice of the Secretary, may approve the payment of remuneration for the role of Chair;</u></p> <p><u>(b) if Representatives approve any payment under Rule 69(a), the decision will be recorded in the minutes of the general meeting at which it was approved and the Secretary will advise Participating Councils in the Quarterly Report to Participating Councils; and</u></p>	<p>AIM: Allow payment of allowances or fees. Reason for amendment: the often considerable extra effort required by Chair compared to other Reps/Proxies. This was originally raised in late 2020 by a PC Representative (now former Representative)</p> <p>Remuneration could be an allowance, sitting fee or similar.</p> <p>There has been assumption that LGA doesn't allow payment to Councillors/Alderman as Representatives, however CCC's appointed director to C Cell Pty Ltd is paid a director's fee. Initially this fee was paid to CCC, but CCC subsequently approved this to be paid to the director personally.</p>



	<p><u>(c) any payments approved under Rule 69(a) will not be paid to any Council employee appointed or acting temporarily as the Chair.</u></p> <p>-----</p> <p>REFERENCE: Current Rule 65 No Representative or Proxy may be a Director or hold any remunerated position with the Authority.</p>	
	<b>Membership of the Board</b>	
R73 Amend	<p>The Authority shall, in the appointment of the Board Chair and other Directors, take into account the powers, functions and responsibilities of the Board and shall appoint persons who collectively have the skills and expertise to carry out those powers, functions and responsibilities, drawn from persons with expertise and/or experience in one or more of the following relevant fields:</p> <ul style="list-style-type: none"> <li>(a) financial management, business management and administration;</li> <li>(b) <del>civil or mechanical</del> engineering, project management or related disciplines;</li> <li>(c) waste management;</li> <li>(d) transport; <del>and/or</del></li> <li>(e) environmental management;</li> <li>(f) any other fields relevant to the business, strategy or Principal Objectives and Goals of the Authority</li> </ul>	AIM: keep pace with the future needs of the Authority, especially if it considered appointing a permanent fifth director
	<b>Annual General Meeting of the Authority</b>	
R97 Amend	<p><u>(a) An Annual General Meeting of the Authority shall be held in every calendar year between the months of July and November 15 December (inclusive)</u></p>	<u>DMA advice: Consistent with obligations of Councils, the Authority Rules cannot include a date beyond the date set in the Local Government Act for AGMs to be held.</u>
R98(e) Amend	<p>The AGM is to:</p> <p>.....</p>	Purpose and value of the original Rule has been unclear: by the time of the AGM, the Authority has already the Strategic Plan and Business Plan in June AND issued to PCs and the plans have been in action for almost 5 months....

	<del>(e) receive the Strategic and Business Plans.</del>	
	<b>Meetings of the Board</b>	
R103 Amend	The Board shall meet at such times and places,...as often as is necessary to properly discharge its responsibilities under these Rules, <del>and shall meet at least quarterly in each year. ten times in each year.</del>	<p>AIM: to allow the Board and business to determine processes to operate as efficiently and effectively as possible – which may be done better without min 10 times. Responsible Boards under a responsible Chair in a mature business meet as often as needed. The Rules already specify certain activities and reporting that require Board approval or direct oversight.</p> <p>Specifying ten times p.a. reduces the incentive to be efficient and diverts operational time of CEO and staff to preparing board papers and attending meetings – that may be more productive elsewhere.</p>
	<b>Attendance</b>	
R121 Amend	<p>CURRENT:</p> <p>(a) The Board Chair shall attend meetings of the Authority and shall provide information as required.</p> <p>(b) The auditor and the Comptroller are entitled to attend General Meetings of the Authority and be heard on any part of the business of the meeting which relates to their responsibilities.</p> <p>ADD:</p> <p>(c) The Authority may request the CEO attend any meeting, or any part of a meeting, of the Authority, and provide information as requested. The request may be a standing invitation.</p>	<p>If the CEO is not <i>obliged</i> to attend, it is reasonable they could be <i>entitled</i> to attend, similar to auditor and Comptroller.</p> <p>The majority of the technical and operational expertise lay with the CEO so attendance is usually of interest to the Authority, even if not essential. Also supports the Board remaining at the strategic level rather than being required to explain the full range of operational activity.</p>
	<b>Resolution in Writing or by Electronic Means</b>	
R151 Amend	AMEND: A resolution of the type referred to in Rule 150 may consist of several documents in the same form, each signed by one or more Representatives or Directors <del>provided the resolution is identically worded.</del>	Good practice to ensure there is no confusion or doubt about what was approved/rejected.



	<b>Part 6 – CEO and Other Employees</b> <b>General Powers and Responsibilities of CEO</b>	
<b>R172</b> <b>Amend</b>	The Chief Executive Officer is responsible to the Board <del>Chair</del> for the general administration and management of the Authority's <b>business activities</b> and, in particular, for the determination of the number and types of employees and the terms and conditions of employment, consistent with the approved budget. <b>On behalf of the Board, the Board Chair is the primary contact with the Chief Executive Officer.</b>	Typically, the Board collectively is responsible for the CEO's performance, not the Chair individually. To support good HR practice, the Chair is nominated as the main conduit for discussions, communications from Board to CEO etc, but is not intended to be singly responsible for the entire employment relationship or related decision making.  As a protection for it and the Chair, the Board should have the option to appoint another director to support the Chair in interviews/discussions with CEO when appropriate or when an independent witness might be useful.
<b>R174</b> <b>Amend</b>	The Chief Executive Officer is to exercise, <b>subject to any conditions imposed</b> , all powers and functions delegated by the Board in writing to be performed by the Chief Executive Officer.	While conditions may be in writing, it should be clear that these are constitutionally required and compliance is obligatory.
<b>R175</b> <b>Amend</b>	The Chief Executive Officer may delegate any of his or her functions and powers as authorised by the Board, <b>together with any relevant conditions imposed by the Board</b> , to any person that has been appointed to assist the Board in performing and exercising its functions and powers.	CEO should be obliged to pass on any conditions imposed (if applicable) to sub-delegates.
	<b>Particular Responsibilities [of CEO]</b>	
<b>R180</b> <b>Amend</b>	The CEO shall undertake the following particular responsibilities to the satisfaction of the Board: (a) – (f) ... (g) <b>subject to any relevant policies approved by the Authority or Board</b> , provide public or media statements on matters relating to the organisation; (h) – (m) ....	(g) aims to provide scope for the Authority Chair to speak on agreed matters (eg political or membership matters) and the Board Chair to speak in the absence of CEO or on agreed matters. Policy for this is on the Board's agenda...

	<p>(n) adhere to all policies and procedures <del>including those in relation to environment, Work Health and Safety and administration;</del></p> <p>(o) – (p) ...</p> <p>(q) <del>in conjunction with the Secretary,</del> provide induction training for newly appointed Representatives, Proxies and Directors;</p> <p>(r) report to the Board on operations and performance against the Business Plan <del>and Strategic Plan</del> in general terms and on specific current initiatives; and</p> <p>(s) ...</p>	<p>(n) should be required to adhere to ALL applicable policies...full stop., Separating out administration policies is unnecessary. P.S. When used in full, WHS does not need to be capitalised.</p> <p>(q) typically this would be part of Secretary's role but shared arrangement is most practical to separate out Authority/governance/ membership matters from strategic, operational and other matters.</p> <p>(r) peculiar that reporting against Strategic Plan is not listed, even though Business Plan is based on Strategic Plan....</p>
	<b>Strategic and Business Plans</b>	
R185 Amend	<p>If a <del>current, enforceable waste services contract that includes the calculation of gate fees for the next financial year has not been agreed between the Authority and each Member,</del> the Chief Executive Officer shall provide the draft budget to Members before 31 March in each year for information, comment and feedback prior to the preparation of the final Business Plan for submission to the Board.</p>	<p>The current Rule pre-dates waste contracts with PCs. The original purpose was to provide PCs with information on their gate fees for the coming financial year and to allow them to budget accordingly. Now waste contracts – with gate fee calculations - exist, the need to provide draft Budget to PCs is redundant. Due to the February timing, this requirement provides PCs with information that the Board has not seen. In recent years, there has been no feedback from PC GMs, making the process a waste of everyone's time.</p> <p>The proposed amendment allows for contracts to take precedence over the need for a draft Budget, but provides a fallback position/safeguard for PCs if no waste agreement is in place.</p>
R186 Amend	<p>If a draft budget is provided to Members under Rule 185 and comments are subsequently provided from Members, <del>Following receipt of any comments from Members,</del> the Chief Executive Officer shall, if necessary, revise the draft Business Plan and shall present the revised Business Plan to the Board for consideration.</p>	<p>Amendment required if Rule 185 is changed as above.</p>

	<b>Quarterly and Other Reports - Quarterly Report to Authority</b>	
<b>R193 Amend</b>	The Chief Executive Officer is to provide the Board with a quarterly report which includes, in relation to the Authority: (a) A report on general performance; (b) A report on financial performance; (c) a statement on statutory, <del>and</del> environmental <del>and</del> contractual compliance; (d) a report on performance in meeting the Principal Objectives and Goals; (e) a report on performance under its Business Plan; and (f) a report on any matters specifically identified by the Authority or significant issues arising from delegated functions.	If Rules 198 and 200 are deleted, minor amendment to R193 would cover the gap.
	<b>Quarterly and Other Reports - Compliance with Statutory Requirements</b>	
<b>R198 Delete</b>	<del>The Chief Executive Officer, in April of each financial year, shall provide a report on compliance in the preceding financial year with statutory requirements, including performance in meeting stated functions and objectives.</del> -----	<ul style="list-style-type: none"> <li>• R193 (see below) specifies the content of the Quarterly Report that the CEO is to provide to the Board and the Board then provides to Authority. It includes a statement of statutory and environmental compliance.</li> <li>• This makes R198 redundant and duplicated effort for no benefit.</li> <li>• Once p.a. is not timely – so does not add any value</li> <li>• It is the role of the Board (common law and under SWS Board Charter) is to ensure statutory and other compliance and this is also an area of focus in the Audit &amp; Risk Committee's charter. It is also a periodic area under the internal audit program.</li> </ul>
	<b>Quarterly and Other Report – Contractual Obligations</b>	
<b>R200 Delete</b>	<del>The Board, in April of each financial year, shall review the Authority's compliance with its contractual obligations, with a subsequent report by the Authority to Members on compliance.</del>	<ul style="list-style-type: none"> <li>• While contractual obligations are not referred to in the Quarterly Report, they could be added simply.</li> <li>• This area is also a fundamental part of the Board's role, with a focus of Audit &amp; Risk Committee's scope. Also subject to internal</li> </ul>

		<p>audit from time to time. Also, covered in Risk Register as fundamental to the business.</p> <ul style="list-style-type: none"><li>• Rule 199 – also in this section – relates to the CEO being obliged to adhere to the Authority’s negotiating parameters. This should be retained</li></ul>
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## 13.2 SORELL AUDIT PANEL - COUNCILLOR REPRESENTATIVE

### RECOMMENDATION

“That Council resolves to appoint a Councillor Representative to the Sorell Audit Panel to replace Deputy Mayor Wooley.”

#### Introduction

The Council is represented on various committees and other authorities by elected members appointed by Council from time to time. Representation on these committees provides an opportunity for Sorell Council to contribute to local government activities both within the municipal area, regionally and on a statewide basis.

The purpose of this report is to seek a Councillor representative to the Sorell Audit Panel to replace the recently appointed Deputy Mayor Wooley.

#### Strategic plan

Consistent with the Strategic Plan.

#### Annual plan

Not applicable.

#### Policy

No specific policy.

#### Environmental implications

Not applicable.

#### Asset management implications

Not applicable.

#### Risk management implications

No obvious risk management implications.



### Community implications

None foreseen.

### Statutory implications

None foreseen.

### Report

The following vacancy for the Sorell Audit Panel is as indicated with the previous representative described – shaded yellow.

Committee/Organisation	2018-2022	2022-2026
Sorell Audit Panel	Councillor De Williams Councillor Reed	Councillor Reed D/Mayor Wooley

ROBERT HIGGINS

GENERAL MANAGER

Date: 16<sup>th</sup> March 2023

## 14.0 INFRASTRUCTURE AND ASSETS

NIL reports.

## 15.0 COMMUNITY RELATIONS

### 15.1 COMMUNITY GRANTS PROGRAM

#### RECOMMENDATION

“That Council resolve to approve two applications (Dodges Ferry Football Club and Spirit of St Martins Inc) and reject one application (Carlton Park Surf Life Saving Club) under the 2022-2023 Community Grants Program as per the following report.”

#### Introduction

Through the Community Grants Program 2022-2023 Council provides financial support to eligible community groups and organisations within the Municipality for their projects, events and activities.





Applications for funding are available for sporting and community groups to support them with their one off activities or projects that benefit the Sorell Municipality.

These may include, but are not limited to:

- Community events and programs;
- Asset purchases which will enhance the functions of the group/organisation within the community; or
- Projects in the local community.

The program is governed by the Community Grants Policy and the Community Grants Program Guidelines which outlines the three funding streams, associated procedures and eligibility requirements.

### **Strategic Plan**

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

Council's Community Grants Program was reviewed and updated in 2020 to ensure it met the needs of our diverse and growing community. Its broad aim is to provide financial support to eligible community groups and organisations within our community for their projects, events and activities to encourage and support the local arts, cultural activities, programs and events.

### **Operational Plan**

Grants are open for applications throughout the year and will be awarded in line with the annual budget allocation as approved by Council. Sufficient funds currently exist within the current Operational Plan and Budget to fund these applications.

### **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.

Providing funding to community groups and sporting clubs to run activities, projects and events will enhance the vibrancy and engagement of our community. It



provides an opportunity to build the capacity of these groups to be more self-sufficient and have a greater impact and positive influence on the community.

## REPORT

For the month of February, Council received three Community Grant Applications from –

- Dodges Ferry Football Club – a request for \$1973.26 towards funding essential training and game day equipment for their women's program.
- The Spirit of St Martins Inc – a request for \$1,250 towards hall hire and food for an ANZAC Day breakfast at Dunalley Hall.
- Carlton Park Surf Life Saving Club – a request for \$1000 towards purchase of a new BBQ for Club use.

The applications were discussed and assessed by Council at their workshop on 7 March 2023. All Councillors were in attendance with the in principle outcomes reached as per:

- Approve and fund the full amount for the Dodges Ferry Football Club.
- Approve a partial funding amount of \$297 towards hall hire (6 hours hire of Main Hall, Reception and Kitchen at Dunalley Hall) only for The Spirit of St Martins.
- Decline the application from Carlton Park Surf Life Saving Club.

This decision is now presented to Council for approval.

**STACEY GADD**

**MANAGER COMMUNITY RELATIONS**

Date: 14 March 2023

## 16.0 FINANCE

### 16.1 EXECUTIVE SUMMARY – FINANCIAL REPORT FEBRUARY 2023 YTD

#### RECOMMENDATION

“That the Executive Summary – FINANCIAL REPORT FEBRUARY 2023 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 FEBRUARY 2023 YEAR-TO-DATE

The operating surplus for the period ended 28 February 2023 of \$6.366m is above the budget of \$5.29m by \$1.075m. The main drivers of this position are:

- Recurrent income year to date is \$19.218m, which is above budget by \$457k.
- Operating expenses year to date are \$12.852m, which is below budget by \$618k.

## NOTES TO THE ACCOUNTS

### 1. RATES AND CHARGES

Rates and charges are above budget by \$110k to the end of February. The following significant variances are noted:

- Other remissions is below budget by \$32k, as a result of Council receiving less charitable remission requests than anticipated year to date.

### 2. STATUTORY FEES AND CHARGES

This category is above budget by \$29k to the end of February.

### 3. USER FEES

This category is above budget by \$77k to the end of February. The following significant variances are noted:

- Engineering Inspections & 1% Approval Fee is above budget by \$33k, as a result of activity being higher than expected year to date.
- Plumbing Application Fees is above budget by \$11k, as a result of activity being higher than expected year to date.

### 4. GRANTS OPERATING

This category is above budget by \$2k to the end of February.

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

### 5. CONTRIBUTIONS RECEIVED

This category is above budget by \$206k to the end of February, this is largely a result of the following variance:

- Public open space contributions is \$174k above budget, predominantly as a result of a sub division at Pendell Drive, Forcett, and Branders Road, Orielton.



- Car Parking Cash in Lieu Contributions is under budget by \$25k, as a result of Council receiving less contributions than anticipated year to date.
- Subdiv Traffic Mgt Treatment Contributions is above budget by \$57k, as a result of a sub division at Pendell Drive, Forcett.

## 6. INTEREST

This category is above budget by \$8k to the end of February, with no significant variances noted.

## 7. OTHER INCOME

This category is above budget by \$23k to the end of February. The following significant variances are noted:

- Other Sundry Income is above budget by \$13k, predominantly as a result of a contribution towards street lights stage 2 & 3 – The Peninsula Midway Point.
- Workers Compensation Reimbursement is above budget by \$11k. This amount is unbudgeted.

## 8. INVESTMENT IN TASWATER

This category is on budget to the end of February.

## 9. EMPLOYEE BENEFITS

Total employee benefits are below budget by \$78k to the end of February, with no significant variances noted.

## 10. MATERIALS AND SERVICES

Materials and services are \$387k below budget to the end of February.

The following significant variances are noted:

- Consultants other is below budget by \$14k, predominantly as a result of underspends to date in Assets/GIS \$7k and Town Planning \$12k. These planned activities will occur later in the year.
- Contractors is below budget by \$67k, predominantly as a result of underspends to date in Assets/GIS \$14k, Roads Sealed \$34k, and Town Planning \$12k. These planned works will occur later in the year.
- Legal Fees is above budget by \$13k, predominantly as a result of unbudgeted costs in relation to Dunalley marina Precinct which were budgeted in later months and unexpected Building Services court costs.

- Line Marking – Transport Infrastructure is below budget by \$22k, as a result of underspends to date in Roads Sealed. This planned works will occur later in the year.
- Plant & motor vehicle repairs & services is above budget by \$36k, as a result of a number of heavy fleet having services in January and February, with a budget allocated in March for the quarter.
- Recycling centres is below budget by \$13k, as a result of savings year to date.
- Repairs and Maintenance is below budget by \$173k, predominantly from underspends to date in Community Facilities \$52k, Roads Unsealed \$25k and Land Improvements \$102k. These planned works will occur later in the year.
- Kerbside Green Waste Disposal is above budget by \$11k, as a result of higher than expected costs.
- Kerbside Garbage Disposal is above budget by \$14k, as a result of higher than expected costs.
- Signage & Guide Posts is below budget by \$38k, predominantly as a result of underspends to date in Roads Unsealed \$24k and Roads Sealed \$7k. This expenditure will occur later in the year.
- Street Bin Collection Contract is below budget by \$47k, as a result of timing of invoices. Invoice budgeted in January and February will not be posted until March. This delay is being experienced due to a change to the contract between Council and the provider.

## 11. DEPRECIATION AND AMORTISATION

This category is below budget by \$65k to the end of February, with no significant variances noted.

## 12. FINANCE COSTS

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

## 13. OTHER EXPENSES

This category is below budget by \$91k to the end of February. The following significant variances are noted:

- Election Expenses is below budget by \$15k. Finance estimated an actual increase at mid-year budget review. The final outcome was an over budgeted amount.
- Employee sub, licences and memberships is below budget by \$13k, predominantly as a result of not incurring any Southern Tasmania Regional



Waste Authority fees to date. These fees are expected to be incurred later in the year.

- Functions and programs expense is below budget by \$20k, predominantly as a result of delayed expenditure. This expenditure is expected to be incurred later in the financial year.
- NRM Expenses is below budget by \$30k, this expenditure is expected to be incurred later in the financial year.

#### **14. GRANTS CAPITAL**

This category is below budget by \$176k to the end of February.

Roads to Recovery funding was budgeted to receive \$94k year to date, however we have only received instalments in July and November totalling \$69k, due to a delay in works commencing.

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

#### **15. CONTRIBUTIONS – NON MONETARY ASSETS**

This category is on budget to the end of February.

#### **16. NET GAIN / (LOSS) ON DISPOSAL**

This category is below budget by \$35k to the end of February, with no significant variances noted.

#### **17. SHARE OF INTEREST IN JOINT VENTURES**

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

#### **CAPITAL EXPENDITURE**

Capital expenditure to the end of February 2023 is \$4,543,761 (as per Capital Works report run on 1 March 2023).

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. These were included in the Mid-Year Budget Review:

- C-22-S-010 – Dodges Ferry, Lateena St – Outfall Upgrade on PWS foreshore. The Budget is \$57,000 with Actuals of \$45,234 and Commitments of \$5,150. Additional works are required due to the following:



A sink hole has developed approximately 2m upstream of the outfall works completed for this job. Due to pipe issues, repair is unfeasible so installation of 18m replacement pipe is required to maximise a successful outcome. The quote to undertake this work is \$21,459 excl GST which will exceed the current budget for this job.

- C-22-PRELIM-DELRD – Preliminary costs for road widening and widen box culvert. Budget of \$10,000 and Actuals of \$19,515. The variance is due to an error in budget preparation as the design invoice has been received.
- C-22-PRELIM-WIGGINS – Preliminary costs for potential road widening. Budget of \$5,000 and Actuals of \$7,400. The variance is due to an error in budget preparation as the design invoice has been received.

### 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 February, predominantly due to the payment of payroll and invoices. Sorell Council continues to hold \$752k in grant income received in advance as reported in the Balance Sheet. In comparison with the 2021/2022 financial year, the current cash balance of \$16.9m is \$2.1m greater than the balance at the same time last year.

### CASH RESERVES

As at 28 February 2023, cash reserves being held by Council are as follows;

Land Sales	\$1,148,681
Public Open Space Contributions	<u>\$1,066,759</u>
	\$2,215,440

### 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 80.2% of rates already paid by the end of February. At the same time last year, Council had received 79.9% of rates.

#### **ATTACHMENTS**

- a) Statement of Income and Expenditure for the period ending 28 Feb. 2023 (Pages 1)
- b) Statement of Financial Position as at 28 February 2023 (Pages 1)
- c) Statement of Cash Position as at 28 February 2023 (Pages 1)
- d) Detailed Statement of Income & Exp. for the period ending 28 Feb. 2023 (Pages 5)
- e) Capital Works report for the period ending 28 February 2023 (Pages 12)
- f) Graph 1 – Total Cash Available (Pages 2)
- g) Graph 2 – Rates Outstanding (Pages 2)
- h) Grants Variance Analysis (Pages 2)

**SCOTT NICOL**  
**ACTING MANAGER**  
**FINANCE**

**SALLY FANG**  
**ACCOUNTANT**

**CHRISTINE FRASER**  
**FINANCE OFFICER**

Date: 8 March 2023  
Attachments (26 pages)



**AGENDA**  
**ORDINARY COUNCIL MEETING**  
**21 MARCH 2023**

**SORELL COUNCIL**  
**STATEMENT OF INCOME AND EXPENDITURE**  
**For the period February 2023**

	NOTES	ACTUAL YTD	BUDGET YTD	VAR	FULL YEAR BUDGET
<b>INCOME</b>					
<b>RECURRENT INCOME</b>					
Rates and Charges	1	16,575,240	16,465,542	109,698	16,464,542
Statutory fees and fines	2	417,415	387,863	29,552	618,063
User Fees	3	479,237	402,293	76,944	641,225
Grants Operating	4	559,338	556,923	2,416	748,304
Contributions received	5	405,493	199,250	206,243	226,750
Interest	6	216,735	208,308	8,427	590,896
Other income	7	402,682	379,183	23,499	534,311
Investment income from TasWater	8	162,000	162,000	0	324,000
		<b>19,218,139</b>	<b>18,761,362</b>	<b>456,777</b>	<b>20,148,090</b>
<b>EXPENSES</b>					
Employee benefits	9	4,404,640	4,482,275	77,635	7,045,959
Materials and services	10	3,788,590	4,175,422	386,832	6,752,600
Depreciation and amortisation	11	3,478,989	3,543,812	64,823	5,373,424
Finance costs	12	12,564	10,838	(1,726)	61,299
Other expenses	13	1,167,612	1,258,413	90,801	1,839,768
<b>TOTAL EXPENSES</b>		<b>12,852,394</b>	<b>13,470,759</b>	<b>618,365</b>	<b>21,073,050</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>6,365,745</b>	<b>5,290,602</b>	<b>1,075,142</b>	<b>(924,959)</b>
<b>CAPITAL INCOME</b>					
Grants Capital	14	1,100,601	1,276,922	(176,321)	3,825,018
Contributions - non-monetary assets	15	1,759,848	1,759,847	1	1,759,847
Net gain/(loss) on disposal	16	(407,070)	(442,038)	34,968	(442,038)
Share of Interests in JVs	17	0	0	0	0
<b>TOTAL CAPITAL INCOME</b>		<b>2,453,379</b>	<b>2,594,731</b>	<b>(141,352)</b>	<b>5,142,827</b>
<b>SURPLUS/(DEFICIT)</b>		<b>8,819,124</b>	<b>7,885,333</b>	<b>933,790</b>	<b>4,217,867</b>



**SORELL COUNCIL**  
**STATEMENT OF FINANCIAL POSITION**  
**As At February 2023**

	Actual 2022/2023	Actual 30 June 2022	Movement
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	9,840,876	11,359,292	(1,518,416)
Investments	7,052,509	4,052,042	3,000,468
Trade and Other Receivables	4,197,638	812,136	3,385,502
Inventories	58,307	58,307	-
Other Assets	254,487	557,558	(303,071)
<b>Total Current Assets</b>	<b>21,403,817</b>	<b>16,839,335</b>	<b>4,564,483</b>
<b>Non-Current Assets</b>			
Trade and Other Receivables	32,976	33,437	(461)
Assets Held for Sale	1	1	-
Intangible Assets	264,983	277,375	(12,393)
Property, Infrastructure, Plant and Equipment	272,722,408	274,578,469	(1,856,061)
Work in Progress	15,686,322	11,257,421	4,428,900
Investments	29,226,730	29,226,730	-
Other Non-Current Assets	26,103	26,103	-
<b>Total Non-Current Assets</b>	<b>317,959,523</b>	<b>315,399,537</b>	<b>2,559,986</b>
<b>TOTAL ASSETS</b>	<b>339,363,339</b>	<b>332,238,872</b>	<b>7,124,469</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade and Other Payables	959,607	1,584,885	(625,279)
Trust Funds and Deposits	1,065,670	1,007,744	57,927
Interest Bearing Loans & Borrowings	215,022	425,045	(210,023)
Provisions	1,343,649	1,416,472	(72,824)
Contract Liabilities	752,168	1,596,624	(844,456)
Other Current Liabilities	8,593	8,593	-
<b>Total Current Liabilities</b>	<b>4,344,709</b>	<b>6,039,364</b>	<b>(1,694,655)</b>
<b>Non-Current Liabilities</b>			
Interest Bearing Loans & Borrowings	2,329,946	2,329,946	-
Provisions	119,154	119,154	-
Contract Liabilities	-	-	-
Other Current Liabilities	18,194	18,194	-
<b>Total Non-Current Liabilities</b>	<b>2,467,294</b>	<b>2,467,294</b>	<b>-</b>
<b>TOTAL LIABILITIES</b>	<b>6,812,004</b>	<b>8,506,658</b>	<b>(1,694,655)</b>
<b>Net Assets</b>	<b>332,551,336</b>	<b>323,732,213</b>	<b>8,819,124</b>
<b>EQUITY</b>			
Accumulated Surplus	129,827,964	121,008,841	8,819,122
Reserves	202,723,372	202,723,372	-
<b>Total Equity</b>	<b>332,551,336</b>	<b>323,732,214</b>	<b>8,819,122</b>





**SORELL COUNCIL  
STATEMENT OF CASH POSITION  
As At February 2023**

	\$
Opening Balance Cash at Bank & Investments	15,411,334
Closing Balance Cash at Bank & Investments	16,893,386

<b>Cash Movement Year to Date</b>	<b>1,482,052</b>
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*Represented by:*

Net Surplus / (Deficit)	8,819,124
Add: Depreciation	3,478,989

Net Cash Surplus / (Deficit)	12,298,112
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Loan Repayments	(210,023)
Capital Expenditure (per capital report)	(4,428,900)
Capital Expenditure - Asset (Purchases) / Disposals	(1,622,927)
Balance Sheet Movements	(4,554,211)

<b>Cash Movement Year to Date</b>	<b>1,482,052</b>
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**SORELL COUNCIL**  
**DEPARTMENTAL PROFIT & LOSS**  
**FOR THE PERIOD ENDED February 2023**  
**FOR COST CENTRE - All Cost Centres**

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
<b>1000 RECURRENT INCOME</b>				
<b>1100 Rates and Charges</b>				
1105 Rates - General/Ordinary/Residential	(13,223,990)	(13,162,502)	61,488	(13,162,502)
1110 Rates General Written Off	584	2,500	1,916	5,000
1115 State Grant Rates Remission	(813,458)	(817,295)	(3,837)	(825,550)
1120 Rates Pensioner Concession	819,000	817,295	(1,705)	825,550
1125 Domestic Waste Annual Charge	(2,742,665)	(2,728,964)	13,701	(2,728,964)
1130 Fire Rates Levy Income	(634,247)	(627,576)	6,671	(627,576)
1150 Other Remissions	20,247	52,500	32,253	52,500
1160 AWTIS Maintenance Fee Received	(712)	(1,500)	(789)	(3,000)
<b>1199 Rates and Charges Total</b>	<b>(16,575,240)</b>	<b>(16,465,542)</b>	<b>109,698</b>	<b>(16,464,542)</b>
<b>1200 Statutory Fees and Charges</b>				
1210 132 & 337 Certificate Fees	(106,049)	(100,000)	6,049	(150,000)
1220 Town Planning Fees	(290,002)	(269,975)	20,027	(445,925)
1225 Animal Infringements & Fines	(5,888)	(4,964)	924	(6,300)
1230 Other Infringements Fines & Penalties	(9,891)	(7,858)	2,033	(9,522)
1235 Licences & Permits	(3,774)	(3,816)	(42)	(3,816)
1240 Street Stall Permit Fee	(1,811)	(1,250)	561	(2,500)
<b>1299 Statutory Fees and Charges Total</b>	<b>(417,415)</b>	<b>(387,863)</b>	<b>29,552</b>	<b>(618,063)</b>
<b>1300 User Fees</b>				
1303 Animal Management Sundry Income -collars, signs etc	(121)	0	121	0
1306 Building Assessment Fees	(51,336)	(56,000)	(4,665)	(84,000)
1318 Caravan Licences	(17,108)	(15,354)	1,754	(15,354)
1327 Dog Impounding & Release Fees	(725)	(800)	(75)	(1,200)
1330 Dog Registration & Renewal	(95,941)	(95,008)	933	(119,755)
1331 Kennel Licences	144	(1,500)	(1,644)	(1,500)
1333 Driveway Approval and Inspection Fees	(9,300)	(8,000)	1,300	(10,000)
1335 Engineering Inspections & 1% Approval Fee	(70,588)	(37,500)	33,088	(75,000)
1336 Fire Abatement Charges	0	0	0	(15,000)
1342 Food Licences	217	0	(217)	(44,436)
1351 Photocopy Charges	(32)	0	32	0
1354 Plumbing Application Fees	(100,814)	(89,550)	11,264	(129,550)
1357 Plumbing Inspection	(93,037)	(88,860)	4,177	(128,860)
1360 Amended Plan Fees	(4,024)	(4,536)	(512)	(6,200)
1363 Recreational Vehicle Income	(11,915)	(5,185)	6,730	(10,370)
1369 Building Administration Fee (0.1%)	(9,270)	0	9,270	0
1372 TBCITB Training Levy (0.2%)	(15,386)	0	15,386	0
<b>1399 User Fees Total</b>	<b>(479,237)</b>	<b>(402,293)</b>	<b>76,944</b>	<b>(641,225)</b>
<b>1400 Grants Operating</b>				
1405 Commonwealth Financial Assistance Grant	(530,385)	(532,143)	(1,758)	(709,524)
1410 Comm'th Grants & Subsidies	0	0	0	0
1415 State Grants & Subsidies	(24,955)	(22,782)	2,173	(36,782)
1420 Other Grants & Subsidies	(1,998)	(1,998)	0	(1,998)
1430 Training Incentive Payment	(2,000)	0	2,000	0
<b>1499 Grants Operating Total</b>	<b>(559,338)</b>	<b>(556,923)</b>	<b>2,416</b>	<b>(748,304)</b>
<b>1500 Contributions Received</b>				
1505 Public Open Space Contributions	(323,658)	(149,250)	174,408	(174,250)
1506 Car Parking Cash in Lieu Contributions	0	(25,000)	(25,000)	(27,500)



**SORELL COUNCIL**  
**DEPARTMENTAL PROFIT & LOSS**  
**FOR THE PERIOD ENDED February 2023**  
**FOR COST CENTRE - All Cost Centres**

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
1507 Subdiv Traffic Management Treatment Contributions	(81,835)	(25,000)	56,835	(25,000)
1510 Contributions Received Other	0	0	0	0
1549 <b>Contributions Received Total</b>	<b>(405,493)</b>	<b>(199,250)</b>	<b>206,243</b>	<b>(226,750)</b>
1550 <b>Interest</b>				
1560 Rates Interest Penalty	(83,511)	(83,000)	511	(110,000)
1565 Rates Interest Written Off	69	300	231	500
1570 Rates Legal Costs Recovered	89	(500)	(589)	(750)
1575 Interest Received Banks & Other	(133,336)	(125,048)	8,289	(480,526)
1577 Interest - MPIA	(45)	(60)	(15)	(120)
1599 <b>Interest Total</b>	<b>(216,735)</b>	<b>(208,308)</b>	<b>8,427</b>	<b>(590,896)</b>
1600 <b>Other Income</b>				
1605 Bad Debts Recovered	0	0	0	0
1610 Diesel Fuel Rebate	(10,162)	(10,091)	71	(20,155)
1615 Donations Received	1,000	0	(1,000)	0
1620 Hall Hire	(56,141)	(54,438)	1,703	(94,975)
1625 Lease/Rent Fees Received	(53,429)	(53,371)	57	(71,002)
1627 Lease Fees - Copping Tip	(80,299)	(82,384)	(2,086)	(107,084)
1630 Other Facility Hire	(42,796)	(40,044)	2,753	(83,390)
1632 SERDA - External Labour Hire Recoveries	(24,940)	(24,940)	0	(24,940)
1633 External Labour Hire Recoveries	0	0	0	0
1634 NRM Recoveries	0	0	0	0
1635 Other Sundry Income	(74,260)	(60,742)	13,518	(61,409)
1637 Insurance Recoveries	(8,260)	(8,000)	260	(8,000)
1645 Vehicle FBT Recoveries	(30,631)	(33,421)	(2,790)	(48,879)
1655 Workers Compensation - Reimbursement	(14,834)	(4,259)	10,575	(4,259)
1656 Copping Public Cemetery Trust Net Income	(4,900)	(5,650)	(750)	(7,300)
1659 Information Board Revenue - Dunalley Hall	0	0	0	0
1660 Grave Site Sales - Dunalley Hall	(1,830)	(1,844)	(14)	(2,918)
1662 Wheelie Bin Stabiliser Income	(1,201)	0	1,201	0
1689 <b>Other Income Total</b>	<b>(402,682)</b>	<b>(379,183)</b>	<b>23,499</b>	<b>(534,311)</b>
1690 <b>Investment Income from TasWater</b>				
1694 TasWater Interim Dividend	(162,000)	(162,000)	0	(324,000)
1699 <b>Investment Income from TasWater Total</b>	<b>(162,000)</b>	<b>(162,000)</b>	<b>0</b>	<b>(324,000)</b>
1999 <b>Recurrent Income Total</b>	<b>(19,218,139)</b>	<b>(18,761,362)</b>	<b>456,777</b>	<b>(20,148,090)</b>
2000 <b>Capital Income</b>				
2100 <b>Grants Capital</b>				
2105 Roads to Recovery Funding	(69,421)	(93,589)	(24,168)	(387,296)
2110 Comm'th Grants new or upgraded assets	(856,623)	(987,795)	(131,172)	(2,193,655)
2115 State Grants for new or upgraded assets	(152,820)	(173,301)	(20,481)	(788,829)
2120 Other Grants for new or upgraded assets	(21,737)	(22,237)	(500)	(455,237)
2199 <b>Grants Capital Total</b>	<b>(1,100,601)</b>	<b>(1,276,922)</b>	<b>(176,321)</b>	<b>(3,825,018)</b>
2200 <b>Contributions - Non-monetary Assets</b>				
2205 Developer Contributions for assets	(1,759,848)	(1,759,847)	1	(1,759,847)
2299 <b>Contributions - Non-monetary Assets Total</b>	<b>(1,759,848)</b>	<b>(1,759,847)</b>	<b>1</b>	<b>(1,759,847)</b>
2300 <b>Net Gain/(Loss) on Disposal</b>				
2305 (Profit) / Loss on Disposal of Assets	412,580	447,547	34,967	447,547
2320 Recognition / De-recognition of Assets	(5,510)	(5,509)	1	(5,509)
2399 <b>Net (Gain) / Loss on Disposal Total</b>	<b>407,070</b>	<b>442,038</b>	<b>34,968</b>	<b>442,038</b>



**SORELL COUNCIL**  
**DEPARTMENTAL PROFIT & LOSS**  
**FOR THE PERIOD ENDED February 2023**  
**FOR COST CENTRE - All Cost Centres**

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
2400 <b>Share of Interests in Joint Ventures</b>				
2410 Fair value adjustment - Investment in Associate	0	0	0	0
2420 Revenue from Investment in Associates	0	0	0	0
2499 <b>Share of Interests in Joint Ventures Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2899 <b>CAPITAL INCOME TOTAL</b>	<b>(2,453,379)</b>	<b>(2,594,731)</b>	<b>(141,352)</b>	<b>(5,142,827)</b>
2999 <b>TOTAL INCOME</b>	<b>(21,671,518)</b>	<b>(21,356,093)</b>	<b>315,425</b>	<b>(25,290,917)</b>
3000 <b>Expenses</b>				
3100 <b>Employee Benefits</b>				
3102 ADO Expense	40,572	40,256	(317)	59,771
3103 Annual Leave	350,434	342,697	(7,737)	520,509
3109 Conferences	3,053	1,500	(1,553)	3,000
3111 Drug and Alcohol Testing	1,140	1,875	735	3,750
3112 FBT Expenses - Gift Cards / Gifts	2,904	2,000	(904)	3,000
3114 FBT Expenses - Entertainment (FBT)	3,825	3,000	(825)	4,500
3115 Fringe Benefit Taxes	25,134	24,991	(143)	33,321
3118 Health and Well Being	334	3,000	2,666	4,000
3124 Long Service Leave	100,743	111,068	10,325	160,319
3127 Medicals	1,400	1,560	160	2,600
3130 Occupational Health and Safety	0	0	0	0
3136 Other Employee Costs	119	0	(119)	0
3139 Overheads Recovered	(39,898)	(41,378)	(1,480)	(63,881)
3145 Payroll Tax	205,441	205,652	211	317,704
3148 Protective Clothing & Accessories	17,496	21,775	4,279	29,150
3151 Recruitment Costs	3,940	0	(3,940)	0
3154 Salaries	3,136,573	3,202,573	66,000	5,075,799
3156 Salaries transferred to WIP	(111,993)	(122,939)	(10,946)	(198,183)
3163 Staff Training	23,866	26,780	2,914	66,500
3166 Superannuation - Council Contribution	481,219	492,223	11,004	776,487
3169 Temp Staff Employed Through Agency	0	0	0	0
3172 Travel and Accommodation	0	250	250	500
3175 Uniforms / Clothes Purchased	3,884	5,600	1,716	14,000
3181 Workers Compensation Expense Claims	257	0	(257)	0
3184 Workers Compensation Insurance	154,197	159,793	5,597	233,114
3199 <b>Employee Benefits Total</b>	<b>4,404,640</b>	<b>4,482,275</b>	<b>77,635</b>	<b>7,045,959</b>
3200 <b>Materials and Services</b>				
3201 Abandoned Cars & Dumped Rubbish Disposal Costs	3,850	3,333	(517)	5,000
3202 Advertising	51,329	58,231	6,903	99,156
3204 AWTs Maintenance Charge	470	1,125	655	2,250
3206 Cleaning	119,923	124,598	4,675	215,736
3208 Computer Hardware / Hardware Maintenance	5,677	9,150	3,473	18,550
3212 Computer Software Maint and Licenses	221,882	227,615	5,733	261,308
3214 Consultants Other	114,122	128,548	14,426	213,246
3216 Contractors	112,946	180,325	67,379	362,449
3217 Contractors - Common Services	0	0	0	0
3218 Copping Tip Disposal Costs	0	0	0	0
3220 Mornington Park transfer station disposal costs	86,330	87,500	1,170	150,000
3221 Electronic Notices / Reminders	0	(75)	(75)	0
3222 Electricity	117,074	123,146	6,072	206,659



**SORELL COUNCIL**  
**DEPARTMENTAL PROFIT & LOSS**  
**FOR THE PERIOD ENDED February 2023**  
**FOR COST CENTRE - All Cost Centres**

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3223 Emergency Management	0	1,000	1,000	2,000
3224 Fire Hazard Reduction (Private Land)	6,830	9,000	2,170	9,000
3226 Fuel	153,926	153,583	(343)	263,281
3232 Internet, Telephone & Other Communication Charges	33,307	32,896	(411)	49,645
3234 Land Survey Costs	3,500	2,500	(1,000)	8,750
3236 Legal Fees (Advice etc)	60,935	47,700	(13,235)	103,450
3237 Line Marking - Transport Infrastructure	19,477	41,065	21,588	46,400
3240 Municipal Waste (Reserves)	0	0	0	0
3241 Operating Capital	35,987	31,400	(4,587)	56,187
3244 Plant & Motor Vehicle Repairs & Services	93,485	57,000	(36,485)	111,500
3246 Plant Hire - External	19,767	25,866	6,099	45,700
3248 Plant Hire - Internal Usage	23,334	13,671	(9,662)	21,414
3250 Plant Hire Recovered	(54,705)	(63,769)	(9,065)	(91,095)
3252 Plant Registration Fees	40,404	39,888	(516)	40,075
3254 Printing	23,237	32,098	8,862	38,593
3256 Recycling Centres	80,740	93,894	13,154	166,106
3257 Recycling Hub	598	1,000	402	2,000
3258 Registrations, Licenses and Permits	3,989	3,592	(397)	3,592
3259 CEMETERY Repairs and Maintenance	800	6,000	5,200	10,000
3260 Repairs and Maintenance	1,040,877	1,214,272	173,395	1,901,976
3261 Road Kill Collection Fees	1,302	1,543	241	2,645
3262 Kerbside Green Waste Collection	133,157	141,948	8,792	243,340
3263 Kerbside Green Waste Disposal	47,887	37,030	(10,857)	63,480
3264 Kerbside Hard Waste Collection	92,815	84,930	(7,885)	179,860
3265 Kerbside Hard Waste Disposal	13,591	16,160	2,569	42,320
3266 Kerbside Recycling Collection	183,095	199,107	16,012	298,660
3267 Kerbside Recycling Disposal	95,848	96,684	836	165,744
3268 Kerbside Garbage Collection	363,490	384,889	21,399	577,334
3269 Kerbside Garbage Disposal	127,725	114,176	(13,549)	195,730
3270 Security	10,656	15,474	4,818	29,996
3273 Signage & Guide Posts	27,723	65,802	38,079	95,462
3276 Settlement Costs ONLY	0	1,250	1,250	3,750
3278 Stationery & Office Consumables	21,313	25,808	4,495	39,873
3279 Street Bin Collection Contract	90,942	138,307	47,365	252,152
3280 Tools/Equipment Expensed (under \$1,000)	7,682	12,233	4,551	24,700
3282 Tyres	14,408	13,822	(586)	21,322
3284 Valuation Expenses	44,150	44,169	19	65,000
3290 Water Charges (Works Order)	92,719	95,938	3,219	128,305
3292 Wheelie Bin Stabiliser Expenses	0	0	0	0
3299 <b>Materials and Services Total</b>	<b>3,788,590</b>	<b>4,175,422</b>	<b>386,832</b>	<b>6,752,600</b>
3390 <b>Impairment of Debts</b>				
3399 <b>Impairment of Debts Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
3400 <b>Depreciation and Amortisation</b>				
3405 Depreciation Expense	3,466,596	3,531,346	64,750	5,346,693
3410 Amortisation Expense	12,393	12,466	73	18,699
3415 Amortisation Expense (Right of Use Asset)	0	0	0	8,032
3499 <b>Depreciation and Amortisation Total</b>	<b>3,478,989</b>	<b>3,543,812</b>	<b>64,823</b>	<b>5,373,424</b>
3500 <b>Finance Costs</b>				





**SORELL COUNCIL**  
**DEPARTMENTAL PROFIT & LOSS**  
**FOR THE PERIOD ENDED February 2023**  
**FOR COST CENTRE - All Cost Centres**

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3505 Interest on Loans	12,564	10,838	(1,726)	60,727
3515 Interest on Overdue Accounts	0	0	0	0
3521 Interest Expense (Lease Liability)	0	0	0	572
3599 <b>Finance Costs Total</b>	<b>12,564</b>	<b>10,838</b>	<b>(1,726)</b>	<b>61,299</b>
3600 <b>Other Expenses</b>				
3604 Audit Fees	25,496	24,673	(823)	40,108
3606 Audit Panel Expenses	3,750	3,500	(250)	7,000
3608 Bad & Doubtful Debts	142	0	(142)	0
3612 Bank Fees & Charges	23,793	26,746	2,954	40,119
3616 Bank Fees Recovered	(2,882)	(2,460)	422	(3,690)
3620 Cashiers Rounding Adjustments	3	17	14	25
3624 Commissions Paid	13,804	15,339	1,535	26,295
3636 Councillor Allowances	93,360	93,360	1	143,449
3640 Councillor Expenses	505	625	120	1,625
3644 Councillor Vehicle Allowance	2,340	3,140	800	5,340
3656 Deputy Mayors Allowance	10,424	10,574	150	16,010
3660 Dog Pound & Other Animal Management Expenses	4,918	4,000	(918)	5,000
3661 Dog Home & Vet Fees	1,015	667	(348)	1,000
3664 Donations and Section 77 Expenses	23,426	30,500	7,074	65,000
3668 Election Expenses	121,804	137,243	15,439	137,243
3672 Employee Sub, Licences and Memberships	67,002	79,673	12,671	102,634
3676 Functions & Programs	17,943	37,746	19,804	52,650
3680 Excess Payable on Insurance Claims	7,355	6,500	(855)	8,000
3688 Food & Beverages	1,845	2,475	630	3,834
3692 General Insurance	114,861	114,861	0	114,861
3704 Government Fire Contributions	301,236	301,236	0	602,473
3712 Immunisations	325	500	175	3,500
3720 Land Tax	85,715	85,318	(397)	85,318
3724 Mayor's Allowance	27,434	27,828	393	42,134
3731 NRM Expenses	4,332	34,066	29,734	92,066
3732 Motor Vehicle Insurance	31,724	30,898	(826)	30,898
3736 Other roundings	9	17	8	25
3740 Other Sundry Expenses	4,819	3,796	(1,024)	5,471
3744 Photocopier Leases & Operating Costs	10,505	11,232	727	13,916
3748 Postage	33,717	37,857	4,140	56,352
3752 Public Liability Insurance	120,662	120,662	1	120,662
3760 Reference Materials	378	500	122	1,500
3768 Sampling, Testing and Monitoring	3,621	3,000	(621)	6,000
3770 Storage Costs	706	875	169	1,500
3771 SERDA Internal Organisational Support	0	0	0	0
3784 Contributions (SES)	11,526	11,449	(77)	11,449
3799 <b>Other Expenses Total</b>	<b>1,167,612</b>	<b>1,258,413</b>	<b>90,801</b>	<b>1,839,768</b>
3990 <b>EXPENSES TOTAL</b>	<b>12,852,394</b>	<b>13,470,759</b>	<b>618,365</b>	<b>21,073,050</b>
3995 <b>(SURPLUS)/DEFICIT</b>	<b>(8,819,124)</b>	<b>(7,885,333)</b>	<b>933,790</b>	<b>(4,217,867)</b>



6/03/2023	SORELL COUNCIL					
	<b>MYBR CAPITAL WORKS BUDGET FOR 2022/23</b>					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2022/2023	This Financial year	Commitments
	<b>ROADS</b>					
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 Related to C-23-T-010 and C-23-S-002		-	-
3	Dodges Ferry, Parnella Road	C-23-T-003	Road works associated with SW upgrade Related to C-23-S-001		6,000	-
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		59,563	-
6	Primrose Sands, Primrose Sands Road	C-23-T-006	Reconstruction with AC Surface		4,900	-
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		5,200	-
9	Primrose Sands, Oak Street	C-23-T-009	Reconstruction with Chip Seal Surface		3,600	-
10	Marion Bay, Bay Road	C-23-T-010	Reconstruction with Chip Seal Surface Related to C-23-T-002 and C-23-S-002		5,200	-
11	Bream Creek, Marion Bay Rd	C-23-T-052	Emergency reconstruction		-	
12	Forecett, White Hill Road	C-23-T-053	Install safety barrier, some 2km east of Forcett		-	
13	Bream Creek, Bream Creek Road	C-23-T-054	Install safety barrier, some 2km east of Kellevie		-	
				<b>\$ 2,071,119</b>		



6/03/2023	SORELL COUNCIL					
	<b>MYBR CAPITAL WORKS BUDGET FOR 2022/23</b>					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2022/2023	This Financial year	Commitments
	<b>RESHEETING</b>					
14	Primrose Sands, Abelia Street	C-23-T-011	1 Segment resheet, 100mm new gravel		13,161	-
15	Forcett, Alomes Road	C-23-T-012	2 segments resheet, 100mm new gravel		37,538	-
16	Dunnalley, Annie Street	C-23-T-013	2 segments resheet, 100mm new gravel		12,350	-
17	Dodges Ferry, Church Street	C-23-T-014	1 Segment resheet, 100mm new gravel		18,289	-
18	Primrose Sands, Elm Street	C-23-T-015	1 Segment resheet, 100mm new gravel		13,127	-
19	Carlton, Eularminner Street	C-23-T-016	1 Segment resheet, 100mm new gravel		16,931	-
20	Forcett, Heatherbell Road	C-23-T-017	4 segments resheet, 100mm new gravel		76,481	-
21	Carlton, Josephs Road	C-23-T-018	7 segments resheet, 100mm new gravel		140,146	-
22	Bream Creek, Marchwiell Road	C-23-T-019	7 segments resheet, 100mm new gravel		172,657	-
23	Forcett, Matthews Road	C-23-T-020	1 Segment resheet, 100mm new gravel		24,158	-
24	Carlton River, McGinness Road	C-23-T-021	1 Segment resheet, 100mm new gravel		10,495	-
25	Nugent, Mill Road	C-23-T-022	6 Segment resheet, 100mm new gravel		110,836	-
26	Nugent, Nugent Road	C-23-T-023	16 segments of Nugent Road, 100mm new gravel		277,312	-
27	Orielton, Orielton Road	C-23-T-024	4 segments resheet, 100mm new gravel		-	- 389
28	Carlton, Parker Street	C-23-T-025	1 Segment resheet, 100mm new gravel		14,539	-
29	Dodges Ferry, Pengana Street	C-23-T-026	1 Segment resheet, 100mm new gravel		14,464	-
30	Carlton River, Reardons Road	C-23-T-027	4 segments resheet, 50mm new gravel		68,736	-
31	Carlton, River Street	C-23-T-028	1 Segment resheet, 100mm new gravel		20,826	-
32	Sorell, Rosendale Road	C-23-T-029	2 segments resheet, 100mm new gravel		-	-
33	Wattle Hill, Shrub End Road	C-23-T-030	2 segments resheet, 100mm new gravel		663	-
34	Kelleve, Stokes Road	C-23-T-031	2 segments resheet, 100mm new gravel		44,920	-
35	Forcett, Topley Drive	C-23-T-032	1 Segment resheet, 100mm new gravel		23,413	-
36	Wattle Hill, Wiggins Road	C-23-T-033	11 Segments resheet, 100mm new gravel		-	-
				<b>\$ 1,467,291</b>		





6/03/2023	SORELL COUNCIL					
	<b>MYBR CAPITAL WORKS BUDGET FOR 2022/23</b>					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2022/2023	This Financial year	Commitments
	<b>RESEALS</b>					
37	Dunnalley, Bay Street	C-23-T-034	Asphalt Reseal + Prep Work		21,018	13,764
38	Primrose Sands, Carlton Bluff Road	C-23-T-035	Asphalt Reseal + Prep Work		32,670	28
39	Dodges Ferry, Junction Street	C-23-T-036	Asphalt Reseal + Prep Work		14,766	-
40	Primrose Sands, Kruvale Court	C-23-T-037	Asphalt Reseal + Prep Work		13,199	49,807
41	Sorell, Montagu Street	C-23-T-038	Asphalt Reseal + Prep Work		5,861	113,400
42	Boomer Bay, Pelican Place	C-23-T-039	Asphalt Reseal + Prep Work		22,361	-
43	Sorell, Station Lane	C-23-T-040	Asphalt Reseal + Prep Work		15,256	45,476
44	Dodges Ferry, Tiger Head Road	C-23-T-041	Asphalt Reseal + Prep Work		13,534	14,961
45	Dodges Ferry, Jetty Road	C-23-T-042	Asphalt Reseal + Prep Work		25,001	-
46	Dodges Ferry, First Avenue	C-23-T-043	Asphalt Reseal + Prep Work		44,344	976
47	Dodges Ferry, Dodges Hill Road	C-23-T-044	Reseal with Chip Seal		129,397	113
48	Dodges Ferry, Elima Court	C-23-T-045	Chip Seal 7mm		975	23,096
				<b>\$ 803,741</b>		



6/03/2023	SORELL COUNCIL					
	<b>MYBR CAPITAL WORKS BUDGET FOR 2022/23</b>					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2022/2023	This Financial year	Commitments
	<b>STORMWATER</b>					
49	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 Related to C-23-T-003		-	-
50	Bay and Marion Roads	C-23-S-002	Upgrade road culvert capacities with 1050 and 375, wingwalls and re-direct Bay Rd culvert Related to C-23-T-002 and C-23-T-010		-	-
51	Sorell, Devenish Drive to CAC	C-23-S-003	SSMP stage 2, open channel and road culvert		110,817	125,911
52	Sorell, Valley View Close to Gatehouse Drive	C-23-S-004	Detention basin for Tarbook to Devenish system		1,400	-
53	Lewisham, 189 Lewisham Scenic Drive	C-23-S-005	Design extension of line		-	-
54	Nugent, Nugent Road	C-23-S-006	Extension to twin 600 culverts - Design & Emergency culvert replacement		17,700	-
55	Dodges Ferry, First Ave	C-23-S-007	Pipe and pit direct to creek on DoE land		17,257	-
56	Primrose Sands, 17 Robinia St & 5 Rowan Ave	C-23-S-008	Kerb and channel, pit and pipe		-	-
57	Municipality - Various	C-23-S-009	Reactive minor jobs that can be capitalised		-	-
58	Dodges Ferry, First Ave	C-23-S-009-A	LSD Sink hole & Drain works		16,811	-
59	Sorell, 37 Cole St	C-23-S-009-B	Pit lid replacement including traffic management		6,138	-
60	Dodges Ferry, Second Avenue	C-23-S-009-C	Pit and Pipe		4,356	250
61	Midway Point grate replacement	C-23-S-010	Grate replacement - various roads		1,872	-



6/03/2023	SORELL COUNCIL					
	<b>MYBR CAPITAL WORKS BUDGET FOR 2022/23</b>					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2022/2023	This Financial year	Commitments
	<b>STORMWATER Continued</b>					
62	Dunalley, Fulham Rd Outfall	C-23-S-011	Stormwater culvert headwall SS outlet screen		-	
63	Dodges Ferry, Kunneamee St	C-23-S-012	SW line extension and new pit		-	
64	Orielton, Branders Rd	C-23-S-013	Culvert under road and table drain		-	
65	Lewisham, Townsend Lagoon	C-23-S-014	Entura - further modelling and design options		-	
66	Carlton, Shamrock Court	C-23-S-015	Stormwater outfall remediation		-	
67	Primrose Sands, Nerine Street	C-23-S-016	Nerine Street pump replacement		-	
68	Lewisham, Whitlam Court	C-23-PRELIM-WHITLAM	Stormwater upgrade, flood mitigation		-	3,650
69	Carlton, Erle St	C-23-PRELIM-Erle St	Stormwater upgrade, flood mitigation		15,139	-
	<b>STORMWATER - Southern Beaches - Coastal and Estuarine Risk Mitigation Project (CERMP Grant)</b>					
70	Southern Beaches, Coastal & Estuarine Risk Mitigation Project	C-23-S-CERMP	Upgrade stormwater and outfalls, rehabilitation, protection coastal estuary, weed control, improve ecological and hydrological study (CERMP)		-	
				<b>\$ 1,628,099</b>		



6/03/2023	SORELL COUNCIL					
	<b>MYBR CAPITAL WORKS BUDGET FOR 2022/23</b>					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2022/2023	This Financial year	Commitments
	<b>FOOTPATHS &amp; KERBS</b>					
71	Junction Street Asphalt Footpath Renewal	C-23-T-046	Renewal of footpath from Carlton Beach Rd to Bingham St - 1.5m Asphalt		7,334	-
72	Lewisham Scenic Drive Footpath Renewal	C-23-T-047	Renewal of footpath between Hurst and Mary St - 1.5m Asphalt		-	-
73	Valley View Close Footpath Renewal	C-23-T-048	Renewal of footpath - 1.5m Asphalt		171	-
74	Carlton River Road Footpath Renewal	C-23-T-049	Renewal of footpath - 1.5m Asphalt		-	-
75	Penna Road Footpath Renewal	C-23-T-050	Renewal of footpath from Reynolds Rd to San Francisco Street - 1.4 - 1.8m Concrete		569	-
76	Sorell, Hub footpath replacement	C-23-T-051	PW102500 - replace bitumen footpath with concrete at existing width		-	-
				<b>\$ 563,000</b>		
	<b>BRIDGE REPLACEMENTS</b>					
				<b>\$ -</b>		
	<b>BUILDINGS</b>					
77	Sorell, Pembroke Park Function Centre	C-23-B-001	Function Centre above club rooms		7,939	-
78	CAC - SE Jobs Hub	C-23-B-002	SE Jobs Hub - SERDA & training facility		27,717	-
				<b>\$ 500,000</b>		



6/03/2023	SORELL COUNCIL					
	<b>MYBR CAPITAL WORKS BUDGET FOR 2022/23</b>					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2022/2023	This Financial year	Commitments
	<b>PLANT AND EQUIPMENT</b>					
79	Light Fleet	C-23-P-001	Light fleet replacement - 6 MVs - 3x Mitsubishi Outlanders, 2x Ford Rangers, 1x Mitsubishi Trison (+ provision for required accessories)		45,643	132,120
80	Zero Turn Mower	C-23-P-002	Zero turn mower (to replace H87QT) - Parks		19,590	-
81	Truck to replace DAF	C-23-P-003	Truck to replace DAF (C16LE) (HF-XX-007) - Roads		-	162,232
82	Honda Power generator compressor	C-23-P-004	Honda Power generator compressor - Roads		-	-
				<b>\$ 203,028</b>		
	<b>IT</b>					
83	CAC - Fibre connection & hardware to Emergency Hub	C-23-IT-001	For the purpose of CCTV footage direct to police		-	-
84	Switch Pembroke Park Stadium	C-23-IT-002	Switches to enable new hardware to connect to system		7,034	-
85	CAC - Server renewal Option 2 & Backups offline	C-23-IT-003			-	9
86	CAC - PC Renewal for Engineering	C-23-IT-006	x6 plus 2x QHD monitors		15,039	-
				<b>\$ 144,283</b>		



6/03/2023	SORELL COUNCIL					
	<b>MYBR CAPITAL WORKS BUDGET FOR 2022/23</b>					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2022/2023	This Financial year	Commitments
	<b>LAND IMPROVEMENTS (PARKS &amp; RESERVES)</b>					
87	Dodges Ferry, Red Ochre Beach	C-23-LI-001	Foreshore access steps - requires long term PWS lease with road maintenance		-	-
88	Primrose Sands, Tamarix Road	C-23-LI-002	Gravel path @ 1.5m wide x 580m Nerine St to Carlton Bluff Rd		114	-
89	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		-	-
90	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		-	-
91	Sorell, Pembroke Park BMX	C-23-LI-005	BMX facility - club to provide start gates, timing, light poles x 6		16,943	-
92	Midway Point, Hoffman Street	C-23-LI-006	Hoffman St - park upgrade		-	-
93	Sorell, Sorell Memorial Hall	C-23-LI-007	RSL memorial wall		-	-
94	Sorell, Streetscape upgrades	C-23-LI-008	Stage 3 - sign intersection and other sites - scope TBD and limited to LRCIP funds		-	-
95	Sorell Tennis Courts	C-23-LI-009	Council contribution to Tennis Club's Community Support & Recreation (CSR) Grant		-	-
96	St George's Square	C-23-LI-010	Renewal of two Benches and Bike Rack		5,499	2,184
97	Dodges Court bollard half circle	C-23-LI-011	Bollard half circle		15,272	-
98	Lewisham Boat Ramp Playground	C-23-LI-013	Renewal of Softfall and Bench		3,384	887



6/03/2023	SORELL COUNCIL					
	<b>MYBR CAPITAL WORKS BUDGET FOR 2022/23</b>					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2022/2023	This Financial year	Commitments
	<b>LAND IMPROVEMENTS (PARKS &amp; RESERVES) continued</b>					
99	Rubbish Bin surround replacement	C-23-LI-014	Renewal of Rubbish Bin Surrounds		21,700	-
100	Bench Replacement	C-23-LI-015	Pembroke Park		2,530	-
101	Sorell, Gravel access by Hub & 2 Gates	C-23-LI-016	Instal gravel access path between Western boundary of Hub and SO119415		1,200	-
102	Sorell, 12 Tarbrook Court	C-23-LI-017	Boundary adjustment and new fence in Tarbook Ct		-	
				<b>\$ 1,364,402</b>		
	<b>PRELIMINARY WORK IN 2022/23</b>					
103	Dunalley, Franklin Street	C-23-PRELIM-Franklin St	Reconstruction with Chip Seal Surface - design for 23/24		-	
104	Lewisham, 189 Lewisham Scenic Dve	C-23-PRELIM-189 Lewisham	Design for outlet extension over foreshore for 23/24		-	
105	Lewisham, 223 Lewisham Scenic Dve	C-23-PRELIM-223 Lewisham	Investigation and design for sub road flow for 23/24		-	
106	Dodges Ferry, Jacobs Court	C-23-PRELIM-Jacobs Ct	Investigation and design for connection across 14 SH Rd for 23/24		-	
107	Sorell, Pembroke Park	C-23-PP-ChangeRooms	Scope and design for re-use of old changerooms		-	-
108	Dodges Ferry, Seventh Ave	C-23-PRELIM-7TH AVE	Eng design and estimate for SSMP SW project for 23/24		197	-
109	Sorell, Brinktop Road	C-23-PRELIM-Brinktop	Preliminary reseal between the highway and Penna Road for 23/24		76,592	-
				<b>\$ 241,592</b>		





6/03/2023	SORELL COUNCIL					
	<b>MYBR CAPITAL WORKS BUDGET FOR 2022/23</b>					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2022/2023	This Financial year	Commitments
	<b>CARRYOVERS FROM 2021/2022</b>					
	<b>CARRY OVERS - ROADS</b>					
110	Bream Creek, Bream Creek Road	C-22-T-001			11,059	54,396
111	Kellevie, Kellevie Road & Bream Creek Road	C-22-T-003			118,514	65,500
112	Pawleena, Pawleena Road	C-22-T-007			20,725	3,699
113	Forcett, Delmore Road - W Beam	C-22-T-009			-	-
114	Forcett, Delmore Road - Road Widening	C-22-PRELIM-DELRD			19,515	-
115	Forcett, 532 Wiggins Road	C-22-PRELIM-WIGGINS			7,400	-
	<b>CARRY OVERS - STORMWATER</b>					
116	Sorell, 81- 83 Main Road	C-22-S-003			0	-
117	Primrose Sands, Kestrel Street	C-22-S-006			-	-
118	Sorell, Main Road & Stores Lane	C-22-S-007			-	-
119	Dodges Ferry, Lateena Street	C-22-S-010			45,234	5,150
120	Lewisham, 189 Lewisham Scenic Drive	C-22-S-012			18,976	-
121	Dodges Ferry, Kannah Street	C-21-S-009			2,418	130,104
122	Dodges Ferry, Blue Lagoon	C-21-S-009-A			4,413	-





6/03/2023	SORELL COUNCIL					
	MYBR CAPITAL WORKS BUDGET FOR 2022/23					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2022/2023	This Financial year	Commitments
	<b>CARRY OVERS - FOOTPATHS &amp; KERBS</b>					
123	Lewisham, Lewisham Scenic Drive	C-22-T-027			5,900	-
124	Dodges Ferry, Park Beach Road	C-22-T-029			106,016	-
125	Sorell Rotary Club Bus Shelters	C-22-T-036			0	-
126	Midway Point, outside 252 Penna Road	C-22-T-037			28,952	-
127	Sorell, Brinktop Road	C-21-T-056			254,086	-
128	Dodges Ferry to Carlton Beach	C-21-T-058			57,090	-
	<b>CARRY OVERS - BRIDGES &amp; OTHER STRUCTURES</b>					
129	Penna, Shark Point Road	C-22-BR-007			533,641	15,000
	<b>CARRY OVERS - BUILDINGS</b>					
130	Lewisham - boat ramp toilet	C-22-B-001			30,666	-
131	Sorell Carriage Shed	C-20-B-004			337,247	6,414
	<b>CARRY OVERS - PLANT &amp; OTHER EQUIPMENT</b>					
132	CAC & Depot	C-22-P-001			49,601	-
	<b>CARRY OVERS - IT</b>					
133	Municipality - CCTV	C-20-IT-002			3,398	-
	<b>CARRY OVERS - LAND</b>					
134	Pawleena, Pawleena Rd, Arthur Highway roundabout	C-22-PRELIM-PAWRD			23,938	-



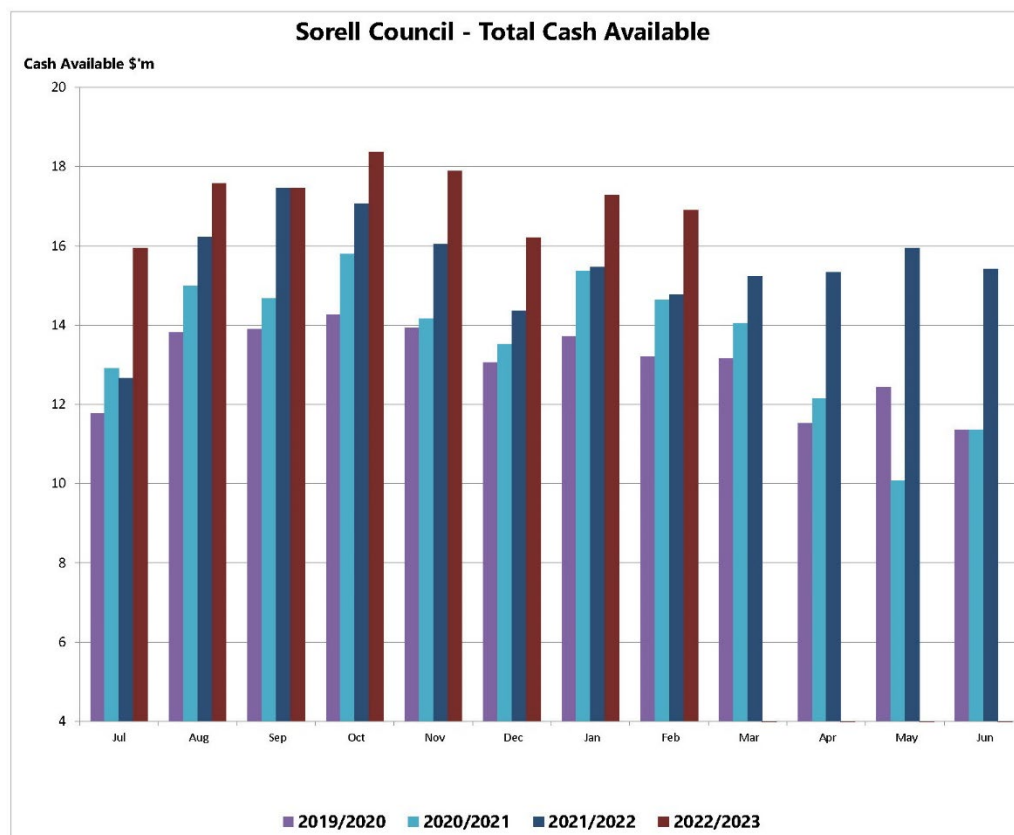
6/03/2023	SORELL COUNCIL					
	<b>MYBR CAPITAL WORKS BUDGET FOR 2022/23</b>					
Number	Location	Job No.	Detailed Description	MYBR Approved Budget 2022/2023	This Financial year	Commitments
	<b>CARRY OVERS - LAND IMPROVEMENTS (Parks &amp; Reserves)</b>					
135	Dunalley Golf Club (Tennis Court construction)	C-20-LI-012			1,025	-
136	Penna, Penna Beach Foreshore	C-22-LI-002			13,258	-
137	Sorell, Pembroke Park Soccer field dugouts	C-22-LI-005			-	-
138	Midway Point, Flyway Park Car Park	C-22-PRELIM-FLYWAY			-	-
	<b>CARRY OVERS - PEMBROKE PARK STADIUM</b>					
139	Access road	C-20-PemPark-Civil			452,139	-
140	Indoor court facility	C-20-PemPark-Stadium			274,979	-
141	Pembroke Park outdoor netball courts	C-20-PemPark-Stad B			89,391	-
142	Pembroke Park Stadium, equipment	C-20-PemPark-Stad C			34,338	-
143	Pembroke Park, street and car park lighting	C-21-PEMPARK-002			- 0	-
	<b>CARRY OVERS - PRELIM JOBS</b>					
			<b>Total Carry Overs</b>	<b>\$ 3,749,550</b>		
			<b>Total Capital Budget - Excluding Carry Overs</b>	<b>\$ 8,986,555</b>		
			<b>Total Capital Budget - Including Carry Overs</b>	<b>\$ 12,736,105</b>	<b>\$ 4,543,761</b>	<b>\$ 968,739</b>



Sorell Council - Cash on Hand as at 28 February 2023					
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%
MyState Term Deposit	6 Month Term Deposit	9/02/2023	9/08/2023	\$ 1,529,862	4.50%
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 Term Deposit	12 Month Term Deposit	1/02/2023	1/02/2024	\$ 1,000,000	4.60%
CBA Investment Account	At Call			\$ 4,148,283	3.20%
CBA Special Purpose Account	At Call			\$ 2,133,606	3.20%
CBA Operating Account	Current			\$ 706,245	3.05%
Tascorp Investment	24 Hour Call			\$ 38,531	3.10%
Various Petty Cash and Floats	In house			\$ 1,601	N/A
Various Halls Bank Balances				\$ 55,152	N/A
<b>Total Funds Available</b>				<b>\$ 16,893,386</b>	

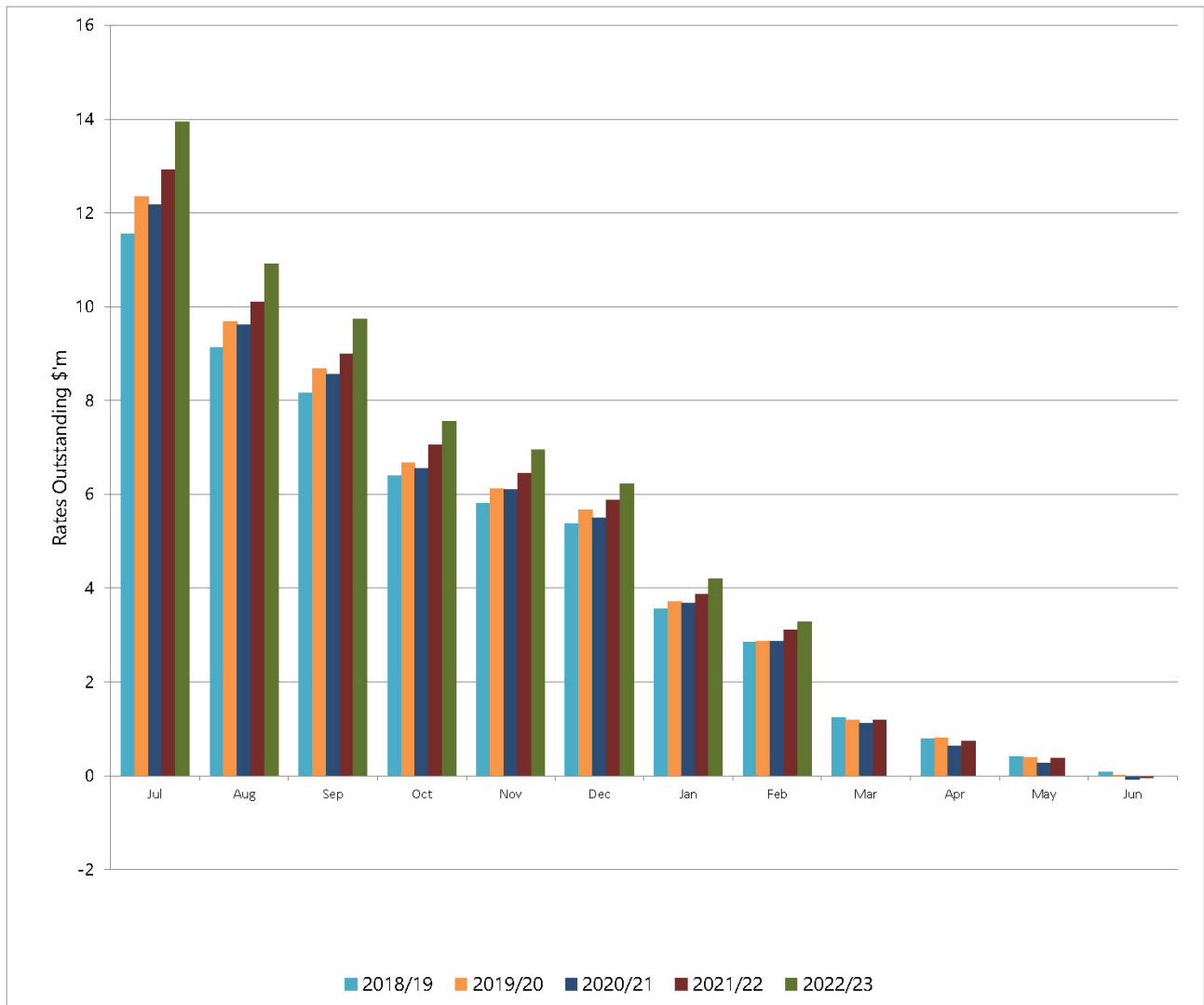
The above investments have been made in accordance with Sorell Council's Investment Policy (Resolution Number 84/2019).

**SORELL COUNCIL  
TOTAL CASH AVAILABLE**

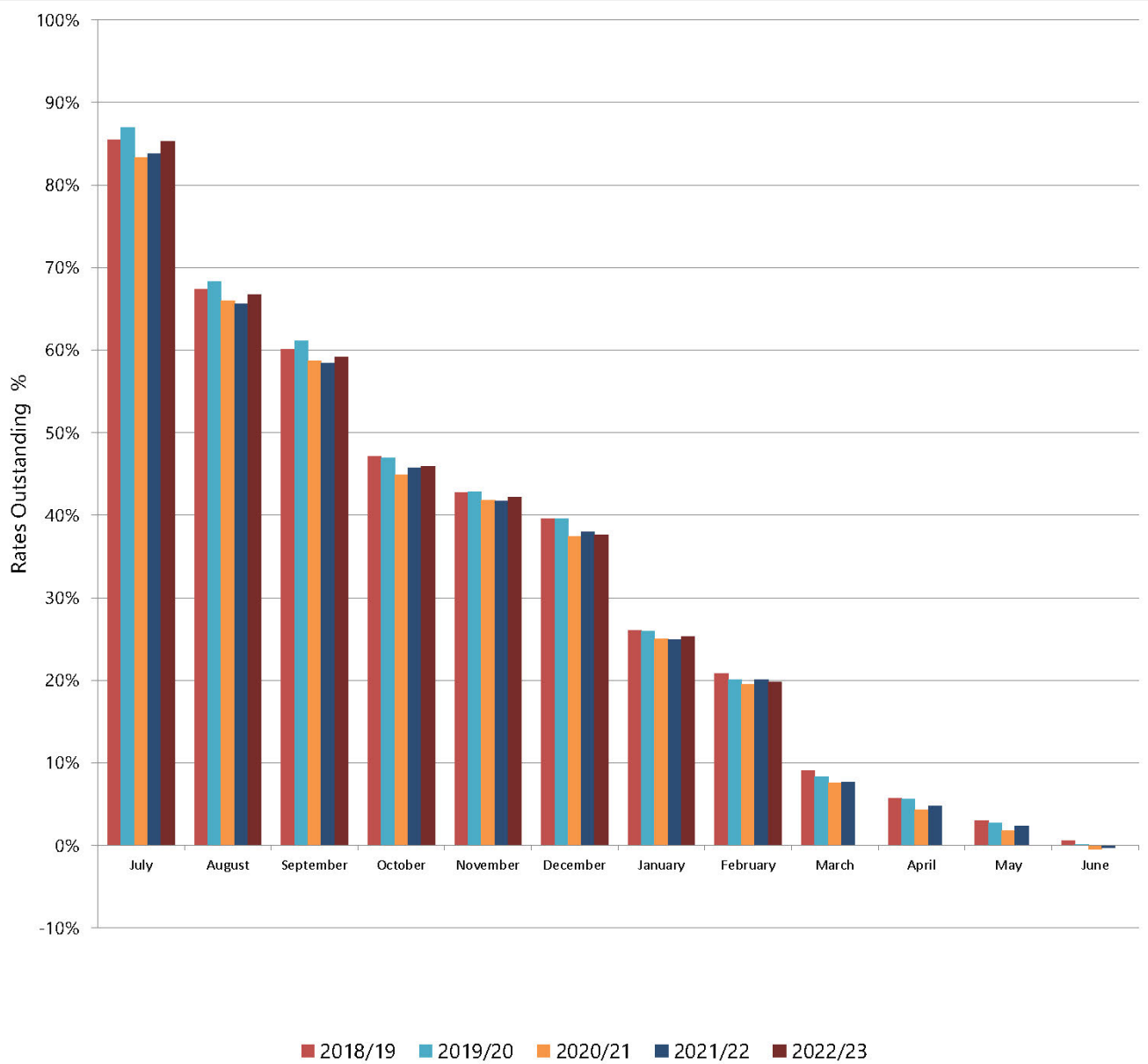


**AGENDA  
ORDINARY COUNCIL MEETING  
21 MARCH 2023**

## SORELL COUNCIL OUTSTANDING RATES BY MONTH



## SORELL COUNCIL OUTSTANDING RATES BY MONTH



## GRANT VARIANCE ANALYSIS - 28 February 2023

Grant Details	Budget	Actual	Variance	Comments
<b>GL 1415 Grants Operating - State Grants &amp; Subsidies</b>				
Weed Control	\$ 6,782	\$ 6,782	\$ -	This project is now complete.
Natural Hazard Risk Framework	\$ 15,000	\$ 15,000	\$ -	This project is now complete.
School Based Immunisations Term 3 & 4 - 2022	\$ 1,000	\$ 673	-\$ 327	
Delmore Road	\$ -	\$ 2,500	\$ 2,500	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.
State Heavy Duty Vehicle Motor Tax to Local Government	\$ -	\$ -	\$ -	
	\$ 22,782	\$ 24,955	\$ 2,173	
<b>GL 1420 Other Grants &amp; Subsidies</b>				
Australia Day Planning Activities Funding 2023	\$ 1,998	\$ 1,998	\$ -	This project is now complete.
	\$ 1,998	\$ 1,998	\$ -	
<b>GL 1430 Other Grants &amp; Subsidies</b>				
Advanced Personnel	\$ -	\$ 2,000	\$ 2,000	This is unbudgeted income.
	\$ -	\$ 2,000	\$ 2,000	
<b>GL 2110 Grants Capital - Commonwealth Grants</b>				
C-20-B-004 Carriageway Shed	\$ 200,496	\$ 200,496	\$ -	This project is now complete.
C-21-T-058 Dodges Ferry Loop Track	\$ 56,127	\$ 56,127	\$ -	This project is now complete.
C-23 -LI-008 Sorell Streetscape Upgrade	\$ -	\$ -	\$ -	
C-23-S-003 Devenish Drv Stormwater Upgrade	\$ 131,172	\$ -	-\$ 131,172	This is an ongoing project, income recognition under this grant is expected to be completed in the later part of 2022/23. The variance reported is due to delay in commencement.
C-23-B-002 SE Jobs Hub Building	\$ -	\$ -	\$ -	
C-20-PEMPARK-STADIUM Pembroke Park Stadium	\$ 600,000	\$ 600,000	\$ -	This project is now completed.
	\$ 987,795	\$ 856,623	-\$ 131,172	
<b>GL 2115 Grants Capital - State Grants</b>				
C-21-T-056 Road works Brinktop Rd	\$ 140,099	\$ 140,099	\$ -	This project is now 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	\$ -	\$ 16,264	\$ 16,264	The variance reported is due to project timing.



**GRANT VARIANCE ANALYSIS - 28 February 2023**

Grant Details	Budget	Actual	Variance	Comments
<b>GL 2115 Grants Capital - State Grants</b>				
C-23-T-001 Sorell, CAC Access Road	\$ -	\$ -	\$ -	
RSL Memorial Wall	\$ 2,917	\$ -	-\$ 2,917	This is an ongoing project, income recognition under this grant is expected to be completed in the later part of 2022/23. The variance reported is due to delay in commencement.
C-23-PRELIM BMXTRACK BMX Track	\$ -	\$ -	\$ -	
C-22-B-001 Lewisham boat ramp car park toilets	\$ 30,285	\$ 30,666	\$ 381	
	<u>\$ 173,301</u>	<u>\$ 152,820</u>	<u>\$ 13,728</u>	
<b>GL 2120 Grants Capital - Other Grants</b>				
C-23-PRELIM BMXTRACK BMX Track	\$ -	\$ -	\$ -	
C-22-LI-002 Wildcare	\$ 22,237	\$ 21,737	-\$ 500	This project is now completed.
	<u>\$ 22,237</u>	<u>\$ 21,737</u>	<u>-\$ 500</u>	



## 17.0 PLANNING

Nil Reports.

## 18.0 HEALTH AND COMPLIANCE

Nil Reports.

## 19.0 ROADS AND STORMWATER

Nil Reports.

## 20.0 FACILITIES AND RECREATION

### 20.1 SPONSORSHIP POLICY - COMMUNITY RECREATION FACILITIES

#### RECOMMENDATION

“That Council resolve to adopt the Sponsorship Policy for Community Recreation Facilities.”

#### Introduction

Sorell Council is responsible for the provision and management of significant recreation infrastructure within the municipal area, including sport grounds, community halls and buildings. These facilities are made available for hire to sporting clubs and community groups for the purpose of providing opportunities for community participation in recreational activities.

Sorell Council acknowledges that sponsorship agreements, incorporating advertising signage, provides clubs and organisations with an important source of income to support their operations. The implementation of this policy will continue to support the fundraising efforts of clubs, whilst maintaining visual and aesthetic consistency in all Council’s recreational facilities.

#### Strategic plan

Objective 2 – Responsible Stewardship and a Sustainable Organisation  
Strategically manage our assets, facilities, services and structure, with a focus on continuous improvement.

#### Annual plan

Not applicable

#### Policy

Not applicable





**Environmental implications**

Not applicable

**Asset management implications**

Not applicable

**Risk management implications**

Not applicable

**Community implications**

With the implementation of the Sponsorship Policy, community clubs and organisations utilising Council's facilities on a permanent basis will have the opportunity to continue to raise funds through sponsorship agreements with private enterprises. This Policy will also provide clubs and organisations with a clear process and guidelines for the installation of sponsorship signage.

Achieving aesthetical consistency is one of the main goals of this Policy, which will improve the appearance of Council facilities for the enjoyment of visitors and other community members.

**Report**

This Policy has been developed with the main objective to create a standard process for the approval and installation of sponsorship advertising signage on Council owned and managed recreation facilities.

The objectives of this policy are to:

- Establish a framework for the approval and installation of sponsorship signage by clubs and organisations on Council owned and managed recreation facilities, providing applicants with clear criteria and guidelines for the display of signs;
- Ensure a consistent decision making approach to requests for sponsorship signage from sporting clubs and community groups;
- Provide an avenue for sporting clubs and community groups to promote sponsors to participants and spectators inside Council owned and managed facilities;
- Regulate and maintain a degree of uniformity and consistency in all sponsorship signage across Council's facilities, ensuring the visual impact is maintained to an acceptable standard;
- Review and streamline existing sponsorship signs so these conform with criteria outlined in this policy;
- Ensure signage is securely installed to avoid injury to any person or damage to the facilities; and
- Ensure the message presented in the signage is appropriate and is not seen to be offensive or discriminatory.

### **Conclusion**

The approval of this Policy will be beneficial for the continuous improvement of Council owned and managed facilities by establishing signage consistency across all our facilities and clear guidelines to clubs and community groups.

**ANTONI COSTA**

**OPERATIONS MANAGER – PEMBROKE PARK & COMMUNITY FACILITIES**

Date 21 March 2023

Attachments: Sponsorship Policy for Community Recreation Facilities



AGENDA  
ORDINARY COUNCIL MEETING  
21 MARCH 2023



## COMMUNITY RECREATION FACILITIES SPONSORSHIP POLICY

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<b>TITLE:</b>	<b>COMMUNITY RECREATION FACILITIES SPONSORSHIP POLICY</b>
<b>RESPONSIBLE OFFICER:</b>	<b>OPERATIONS MANAGER COMMUNITY FACILITIES</b>
<b>APPROVED BY COUNCIL:</b>	
<b>RESOLUTION NO:</b>	
<b>AMENDED ON:</b>	
<b>REVIEW DATE:</b>	

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### 1. BACKGROUND

Sorell Council is responsible for the provision and management of significant recreation infrastructure within the municipality, including sport grounds, community halls and buildings. These facilities are made available for hire to sporting clubs and community groups for the purpose of providing opportunities for community participation in recreational activities.

This policy has been developed with the main objective being to create a standard process for the approval and installation of sponsorship advertising signage on Council owned and managed recreation facilities.

Sorell Council acknowledges that sponsorship agreements, incorporating advertising signage, provides clubs with an important source of income to support their operations. The

implementation of this policy will continue to support the fundraising efforts of clubs, whilst maintaining visual and aesthetic consistency in all Council's recreational facilities.

## 2. OBJECTIVES

The objectives of this policy are to:

- 2.1. Establish a framework for the approval and installation of sponsorship signage by clubs and organisations on Council owned and managed recreation facilities, providing applicants with clear criteria and guidelines for the display of signs.
- 2.2. Ensure a consistent decision making approach to requests for sponsorship signage from sporting clubs and community groups.
- 2.3. Provide an avenue for sporting clubs and community groups to promote sponsors to participants and spectators inside Council owned and managed facilities.
- 2.4. Regulate and maintain a degree of uniformity and consistency in all sponsorship signage across Council's facilities, ensuring the visual impact is maintained to an acceptable standard.
- 2.5. Review and streamline existing sponsorship signs so these conform with criteria outlined in this policy.
- 2.6. Ensure signage is securely installed to avoid injury to any person or damage to the facilities.
- 2.7. Ensure the message presented in the signage is appropriate and is not seen to be offensive or discriminatory.

### 3. POLICY STATEMENT

This policy is applicable to the installation of temporary and permanent signage that provides club information and/or acknowledgement of club sponsors on Council's community recreation facilities and infrastructure located within these, including sport grounds, stadiums, community halls, fencing, toilets, buildings, scoreboards and team shelters.

This policy does not extend to regulatory signs or any other signs installed and maintained by the Sorell Council. Some signage may require approval under the Tasmanian Planning Scheme – Sorell Local Provisions Schedule, in particular C1.0 Signs Code. Council will inform the applicant if sponsorship signage requires an additional Planning application.

### 4. CRITERIA FOR SPONSORSHIP SIGNAGE ON COUNCIL RECREATION FACILITIES

#### 4.1. General conditions:

- a) Sponsorship signage must be free of advertisements associated with gambling, drugs, tobacco or alcohol related products or trademarks, adult entertainment material or other graphics/wording deemed offensive or discriminatory to others. Council reserves the right to remove or disallow any advertising deemed inappropriate.
- b) Clubs and organisations must seek Council's approval prior to installing any form of signage to ensure that the proposed signage meets the conditions outlined in this policy.
- c) It is the responsibility of the clubs and organisations to bear all costs in regards to signage installation, as well as to repair, replace or remove damaged or poorly maintained signs.
- d) Sponsorship signage is permitted with approval on the following:
  - Around the playing area perimeter of each sport facility, facing inwards towards the playing field or the activity area (outdoor ovals, horse riding area, indoor and outdoor courts, etc);

- On player shelters or officials structures, facing inwards towards the playing area;
  - On scoreboard structures, facing inwards towards the playing area;
  - Exterior perimeter fences, Council will need to determine that it is in the best interest of the complex as a whole (e.g. around the property boundary of the South East Sports Complex, at Pembroke Park reserve).
- e) Sponsorship signage is not permitted on the following:
- External building surfaces (walls and roofs), including clubrooms, change rooms, sheds and storage areas;
  - Entrance gates to the reserves or sports complex;
  - Soft netting structures, such as soccer goal nets or Australian rules nets behind the goals;
  - Public toilets;
  - Safety rails;
  - Sorell Council's signage.
- f) Free standing signage for sponsor advertising will not be permitted except where there is no perimeter fencing around the playing field or activity area, or extenuating circumstances can be demonstrated.
- g) If more than one club or organisation is using a designated area at the same time, sponsorship signage space is to be shared equally or on a seasonal basis.
- h) Sponsorship signage may need to be removed or covered between different sport seasons if requested.
- i) All fixed sponsorship signage is to be removed at the expiration of the sponsorship agreement between the club and the sponsor.
- j) In the scenario where clubs or organisations have engaged different sponsors from the same industry (conflicting sponsors) and signage is required to be displayed in the same facility, it is responsibility of the clubs and organisations to ensure their respective sponsors are informed of the situation and accept to share sponsorship

space. Council will only approve sponsorship signage in this scenario after receiving written acceptance between clubs and sponsors.

- k) During major events, such as national or international competitions where the overarching federation of each sport is the main organiser of the event, club sponsorship signage may be required to be removed or covered for the duration of the event, if the event organiser claims a conflict between their sponsors and club sponsors.
- l) Any costs associated with the removal or reinstallation of sponsorship signage will be charged to the clubs. Council will not be held liable for any claim made by an aggrieved sponsor where sponsorship signage considered by Council to be in breach of this policy has been removed.
- m) Should a club or organization erect permanent signage without Council's approval, the signs will be removed by Council and the costs involved will be charged to the clubs.

#### **4.2. Special conditions for sponsorship signage in the South East Stadium**

- a) Sponsorship signage at the indoor stadium facility will be permitted in the court area only, in the upper sections of the east wall and west wall. See image below.
- b) All signage produced for the stadium must fit in the rectangular space allocated by Council and must adhere to the specific size of 2400 mm by 1200 mm.
- c) Each anchor tenant club in the stadium will be reserved a central space on the eastern or western wall to install signage with the club logo and name.
- d) Council will organise the installation of sponsorship signage in the stadium upper walls, however, any machinery hiring costs incurred will be charged to the clubs.
- e) Sponsorship signage in other areas of the stadium will be allowed on a temporary basis for the duration of specific events and after seeking prior approval from Council.

- f) Council reserves the right to seek independent sponsors for the stadium and to allow for larger signage if entering into an agreement with a stadium naming rights sponsor.



*Sponsorship space at the South East Stadium*

#### 4.3. Special conditions for sponsorship signage on outdoor sport facilities

- a) Sponsorship signage must be oriented towards the playing area and must not be principally aimed at people beyond the reserve or passing traffic.
- b) Sponsorship signage in the external side of the playing area perimeter fence, facing outwards, will only be permitted immediately in front of clubrooms or the main amenity building linked to the specific sport ground facility.
- c) Signage placed on perimeter fencing of any sport ground or court must not cover more than 50% of the total perimeter of the fence and must have a gap between signs to reduce the wind loading on the fence.
- d) Signage fixed to playing area fencing must not cover any gates or access points and must not extend above the top fence rail.
- e) Signage on player shelters and scoreboards will be permitted provided it does not detract from the main purpose of the structure.



#### 4.4. Installation and maintenance

- a) Signage must be fastened in a safe and secure manner without damaging Council's property.
- b) All materials used in the construction and installation of all signage are to have no sharp or exposed edges and all other fixings (screws, nails, bolts ends, etc) shall not protrude from the installation surface.
- c) Signage must be professionally produced to a high standard to ensure the proposed signage does not have an adverse impact on the overall amenity of the facility.
- d) Signage must be maintained and inspected by the clubs on a regular basis to ensure that they are always in a safe and acceptable condition and represent no danger to the public. This includes the immediate removal of graffiti, damaged and broken signs.
- e) Free standing signs, when approved, must be installed by an approved contractor.

#### 4.5. Temporary sponsorship signage

Temporary sponsorship signage for indoor and outdoor facilities is permitted during specific events under the following conditions:

- a) Signage must be securely anchored using weights or using non-permanent means in a manner that does not result in damage to that structure.
- b) Signage must be installed only for the purpose of the specific event or activity and must be removed and stored at the end of such event.
- c) Signage must not be placed in a way that impedes pedestrian movement along designated paths.
- d) Approval for all temporary signage must be obtained from Council prior to installation.
- e) Council will not be held liable for the theft of temporary materials, or for any damage to those materials, injury to persons or damage to property caused due to improper fastening of the temporary signage.

#### 4.6. Existing sponsorship signage

- a) Clubs are expected to meet the conditions outlined in this policy for all displayed sponsorship installed after the date of adoption of this policy.
- b) Council staff will conduct regular inspections of all sport and recreation facilities and notify clubs when non-conforming sponsorship signage exists.
- c) Clubs will be provided with a period up to six months from receiving this notice to ensure that all existing displayed sponsorship signage complies with the conditions outlined in this policy.
- d) After one year, Council may commence removing any displayed sponsorship signage that does not meet the conditions outlined in this policy.
- e) Any alterations to or replacement of an existing sign must comply with this policy.

#### 5. APPROVAL PROCESS FOR SPONSORSHIP SIGNAGE

Clubs and organisations are required to contact Council's community facilities staff prior to installing any form of sponsorship signage at a Council facility to ensure the proposed sign meets the conditions outlined in this policy.

An Application for Sponsorship Signage form will need to be completed and submitted to Council as part of the approval process.

Application for the installation and display of sponsorship signage must be addressed to the community recreation facilities department and include the following information:

- Documented sponsorship agreement between parties.
- Map and photos of the proposed location to install signage.
- Manufacturing materials specification of the signage.
- Graphic designs of the signage including logos, colour, wording and lettering style of the proposed signage.
- The means and method by which the signage is proposed to be secured and fastened, unless Council arranges installation (Eg: South East Stadium).

Council staff will respond in writing to all signage requests within 10 working days of receipt.

Applications will be approved at Council's absolute discretion. Council is not obliged to approve any proposal irrespective of compliance with the conditions outlined in this policy.

Council may cancel, suspend or amend the terms of an approval at any time, particularly if it considers a significant breach of the conditions has occurred or where a compliance request has been disregarded.

Should an approved sponsorship arrangement be affected by a facility closure or other unforeseen restrictions, Council will not compensate the club for any resulting loss of sponsorship.



## 21.0 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.*



## 22.0 CLOSED MEETING

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

Reference	Item
22.1	Confirmation of the Closed Council Minutes of the Council Meeting of 21 February 2023 – <i>Regulation 34(3)</i>
22.2	Disclosure of confidential information – <i>Regulation 15(8)</i>
22.3	Copping Refuse Disposal Site Joint Authority Quarterly Report - <i>Regulation 15(2)(c)</i>
22.4	Waste Management Contract Extension – <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 22.1 - 22.4 which are confidential matters as prescribed in Regulations 34 and 15 of the Local Government (Meeting Procedures) Regulations 2015.

## 22.1 CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 21 FEBRUARY 2023

### RECOMMENDATION

“That the Closed Minutes of the Council Meeting held on 21 February 2023 be confirmed.”

## 22.2 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION

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### RECOMMENDATION

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



- 22.3 CIPPING REFUSE DISPOSAL SITE JOINT AUTHORITY QUARTERLY REPORT
- 22.4 CIPPING REFUSE DISPOSAL SITE JOINT AUTHORITY MINUTES – FEBRUARY 2023
- 22.4 WASTE MANAGEMENT CONTRACT EXTENSION



## 23.0 ACRONYMS

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 Club 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
SPA	Sorell Planning Authority
STCA	Southern Tasmanian Councils Association
STRWA	Southern Tasmanian Regional Waste Authority
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

