



COUNCIL AGENDA

15 APRIL 2025

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, 15 April 2025 commencing at 6.00 pm.

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

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

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

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

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

ROBERT HIGGINS
GENERAL MANAGER
10 APRIL 2025



AGENDA

FOR THE COUNCIL MEETING TO BE HELD AT THE
COMMUNITY ADMINISTRATION CENTRE (CAC), 47 COLE STREET,
SORELL ON 15 APRIL 2025

TABLE OF CONTENTS

1.0	ACKNOWLEDGEMENT OF COUNTRY – MAYOR GATEHOUSE	1
2.0	ATTENDANCE	1
3.0	APOLOGIES	1
4.0	DECLARATIONS OF PECUNIARY INTEREST	1
5.0	CONFIRMATION OF THE MINUTES OF 18 MARCH 2025	1
6.0	MAYOR’S REPORT	1
7.0	SUPPLEMENTARY ITEMS	3
7.1	ITEM 15.4 - COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY – PROPOSED RULE CHANGE	3
8.0	COUNCIL WORKSHOPS REPORT	3
9.0	COUNCILLOR QUESTIONS ON NOTICE	4
10.0	COUNCILLOR MOTIONS ON NOTICE	4
11.0	WORKGROUP REPORTS	5
11.1	OFFICE OF THE GENERAL MANAGER – ROBERT HIGGINS	5
11.2	FINANCE – SCOTT NICOL, ACTING MANAGER	14
11.3	COMMUNITY RELATIONS – JO COOPER, ACTING MANAGER	18
11.4	PLANNING – SHANE WELLS, MANAGER	24
11.5	HEALTH AND COMPLIANCE – GREG ROBERTSON, MANAGER	29
11.6	INFRASTRUCTURE AND ASSETS – JULIE MANN, MANAGER	39
11.7	ROADS AND STORMWATER -DAVID REARDON, MANAGER	43
11.8	FACILITIES AND RECREATION – BEN BUCKLAND, MANAGER	46
12.0	PETITIONS STILL BEING ACTIONED	48
13.0	PETITIONS RECEIVED	48
14.0	LAND USE PLANNING	48
14.1	SORELL PLANNING AUTHORITY MINUTES	49
15.0	GOVERNANCE	49
15.1	CLOSED-CIRCUIT TELEVISION (CCTV) POLICY	49
15.2	BODY-WORN VIDEO CAMERA (BWVC) POLICY	62
15.3	DISPOSAL OF PUBLIC LAND – PART OF LEWISHAM SCENIC DRIVE ROAD RESERVE	78
15.4	COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY – PROPOSED RULE CHANGE	83
16.0	INFRASTRUCTURE AND ASSETS	87
17.0	COMMUNITY RELATIONS	87
17.1	COMMUNITY GRANTS PROGRAM	88

18.0	FINANCE	90
18.1	EXECUTIVE SUMMARY – FINANCIAL REPORT MARCH 2025 YTD	90
18.2	2024-2025 CAPITAL BUDGET ADJUSTMENTS	108
18.3	TREASURY MANAGEMENT POLICY	122
19.0	PLANNING	134
20.0	HEALTH AND COMPLIANCE	135
21.0	ROADS AND STORMWATER	135
22.0	FACILITIES AND RECREATION	135
23.0	QUESTIONS FROM THE PUBLIC	135
24.0	CLOSED MEETING	137
24.1	CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 18 MARCH 2025	137
24.2	AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION	137
24.3	SORELL AUDIT PANEL MEETING MINUTES	138
25	ACRONYMNS	139

1.0 ACKNOWLEDGEMENT OF COUNTRY – MAYOR GATEHOUSE



I would like to begin by paying respect to the traditional and original owners of this land the Mumirimina people, to pay respect to those that have passed before us and to acknowledge today's Tasmanian Aboriginal community who are custodians of this land.

2.0 ATTENDANCE



Mayor J Gatehouse
Deputy Mayor C Wooley
Councillor S Campbell
Councillor M Miró Quesada Le Roux
Councillor B Nichols
Councillor M Reed
Councillor N Reynolds
Councillor C Torenus
Councillor M Larkins
General Manager R Higgins
Director People & Performance J Hinchey
Director Service Delivery N Cameron

3.0 APOLOGIES



4.0 DECLARATIONS OF PECUNIARY INTEREST



5.0 CONFIRMATION OF THE MINUTES OF 18 MARCH 2025



RECOMMENDATION

"That the Minutes of the Council Meeting held on 18th March 2025 be confirmed."

6.0 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.

- BEST Board meeting.
- State Grants Commission engagement (open to all Councillors).
- Greater Hobart Joint Anti Racism Campaign – Joint agreement between the 6 Councils of Sorell, Glenorchy, Hobart, Kingston, Clarence, led by Brighton. To commit to removing racism and supporting diversity in our communities.
- Site visit Jobs Hub, SERDA advocacy work for BEST Inc visit by the Federal Skills Council.
- Celebration of Carbon Neutral Marion Bay Chicken. Inghams celebrated the Marion Bay brand and the work that has gone into upgrading the water treatment plant and the local brand supporting local businesses.
- NRM Environment Advisory Group Meeting.
- Rebecca White Media event - commitment to the Community Precinct by Labor.
- Sorell Planning Authority Meeting.
- Council Workshops.
- Mayor and Senior Management meetings.
- Senior Advisory Group.
- LGAT general meeting Hobart.
- TasWaste South local government forum. Education and grant opportunities. Report on waste programs.
- Guest Speaker at the Mens Breakfast.
- Supporting Salvos in the Stadium Canteen.
- School Association Meeting.
- Visit to Indie School with Council and Salvos re: Youth engagement, Councils proposed youth plan, local opportunities for the pupils of the school.
- Visited Goodwood Neighbourhood House.
- Craig Mostyn Group - Wayne Crofts CEO re: Abalone farm at Fulham.
- Telstra and Sorell area engagement. What phone service coverage looks like currently in the Municipality, what are the options planned for the future and what can the Council do to advocate for the best possible service (including the Tasman Peninsula).
- Senator Duniam advocacy meeting.
- Tabitha Badger Greens Member.



- 2 day Changemaker Workshop – Australian Rural Leadership Foundation.
- Various Volunteering roles.

7.0 SUPPLEMENTARY ITEMS



RECOMMENDATION

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

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

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

7.1 ITEM 15.4 - COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY – PROPOSED RULE CHANGE

8.0 COUNCIL WORKSHOPS REPORT



The following Council Workshop was held:

Date	Purpose	Councillor Attendance	Councillor Apologies
1 April 2025	<ul style="list-style-type: none"> Policy/Planning <ul style="list-style-type: none"> Financial Management Strategy & 10 year forward new / upgrade capital program Draft 25/26 Fees and Charges Draft Treasury Management Policy Draft revised Comms & Engagement Strategy 	<ul style="list-style-type: none"> Gatehouse, Nichols, Torenus, Miro Quesada, Reynolds, Larkins, Campbell, Reed 	<ul style="list-style-type: none"> Wooley



	<ul style="list-style-type: none">• LGAT General Meeting motions requiring decision• Community Grants x 7• Councillor Items<ul style="list-style-type: none">• Ferry Hall - MR• Community development – MR• Waste Management – MR• NRM – MR• Climate Action – MR• LG Electoral Reforms -		
--	---	--	--

9.0 COUNCILLOR QUESTIONS ON NOTICE



10.0 COUNCILLOR MOTIONS ON NOTICE



11.0 WORKGROUP REPORTS



RECOMMENDATION

"That the workgroup reports as listed be received."

11.1 OFFICE OF THE GENERAL MANAGER – ROBERT HIGGINS



- LGAT General Managers workshop – 19th March
- East Coast Councils General Managers and Director Local Government on East Coast Reform project – 19th March
- State Grants Commission briefing / workshop – 20th March
- Greater Hobart Councils joint racism campaign launch – 21st March
- NRM Environmental Advisory Group meeting – 26th March
- Inception meeting with TRC Tourism on Wielangta MTB trail project business case – 31st March
- Federal Labor candidate launch of election commitment to Community Precinct – 31st March
- Jobs & Training Hub lease meeting with APM and Workskills – 4th April
- SERDA General Meeting – 7th April
- STRLUS Steering Committee meeting – 9th April
- Meeting with Senator Duniam and Mayor re: salmon farming and SE region matters – 11th April
- Craig Mostyn Group CEO Wayne Crofts regarding Fulham abalone farm – 11th April
- Meeting with Tabather Badger MP and Mayor re: salmon farming and SE region matters – 15th April
- Staff meetings, Leadership Team meeting, workshops and SPA meetings.

DIRECTOR SERVICE DELIVERY – NATALIE CAMERON

Meetings attended (March):

- Council Workshop
- Council Meeting
- Various Workgroup Manager Meetings
- Leadership Team meeting – Budget focus
- EA bargaining negotiation meetings x3
- Risk Management Framework Review Workshop – WLF & LT
- WHS Committee meeting
- Stadium User Group Meeting



AGENDA

ORDINARY COUNCIL MEETING
15 APRIL 2025

- IWD Event – BEST
- BEST – Jobs Hub lease terms discussion
- Project - Jobs hub – internal fitout discussions
- Capital Works monthly meeting
- Recruitment / interviews x2 + staff inductions x2
- Playspace audit – consultant meetings x2 (in person)
- IT consultant Dialog/NCS - issue rectification meeting
- Bream Creek Show – Council stall
- BTAS meeting
- Project meetings x2 (Pawleena Park; Park Beach Cafes)
- State Grants Commission – LG visit education on grants recs
- Depot outdoor crews – onsite x3
- New consultant meeting – line marking services
- SE Sports Complex Masterplan renewal project – consultant update

DIRECTOR PEOPLE AND PERFORMANCE - JESS HINCEN

Meetings attended:

- Various Workgroup Manager Meetings
- Council Workshop
- Council Meeting
- Leadership Team Meeting
- Various meetings re: Enterprise Bargaining Negotiations
- SEUFC & SFC – various matters
- Insurers – Stadium water damage
- Risk & Strategy Monthly Meeting
- Tree Inspections – operational meeting with relevant staff.
- Various HR matters.

EMPLOYEE SUPPORT COORDINATOR – HR

Recruitment

- Customer & Business Support Officer (Building) - This full-time (12-month fixed-term) position was advertised on BEST and on Council's Website. Applications closed on 19 February 2025. Interviews will be conducted, and an appointment will be made in due course.

Appointments

- Facilities Maintenance Coordinator – Steven Dineen was successful in his application and will commence in the part-time role 24 March 2025.



- Manager Facilities & Recreation – Ben Buckland was successful in his application and will commence in the role 7 April 2025.
- Customer & Business Support Coordinator – Emma Smith was successful in her application and will commence in the fixed-term, part-time role 14 April 2025.

Staffing

- Consultant Planner – Peter Coney from Matt Clark Planners will be providing leave coverage until August 2025.
- Plumbing Surveyor – Callum from Howrah Plumbing assisting with plumbing inspections on Wednesday's until June 2025.

Meetings

- 2 x Inductions were held with Facilities Maintenance Coordinator and Manager Facilities and Recreation.

Workers Compensation

- 0 claims

EMPLOYEE SUPPORT - PAYROLL

- Two pay runs completed.
- EOM Complete.
- EOM Training with Finance Support Officer.

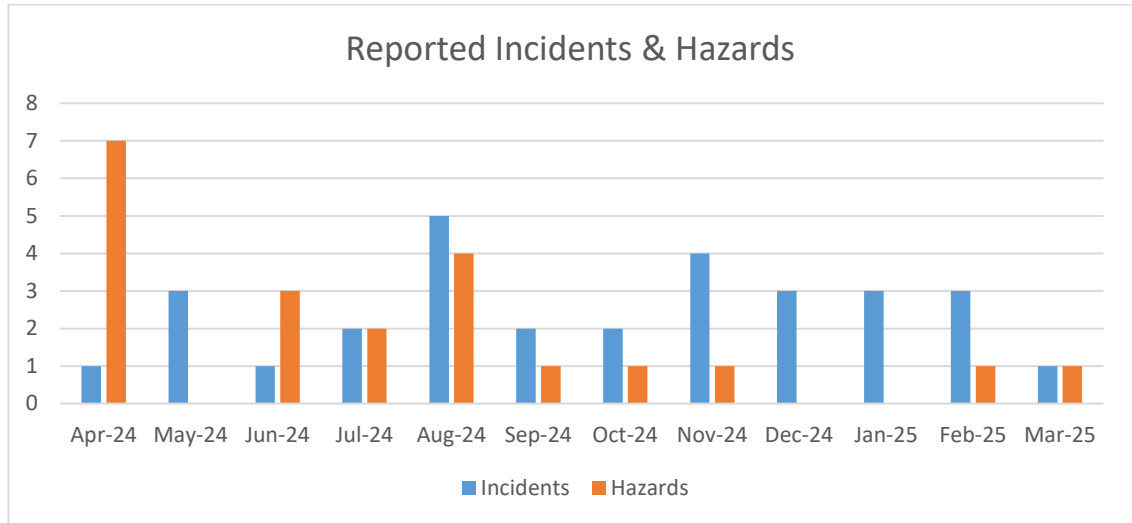
DEVELOPMENT OFFICER – STRATEGY & RISK

Meetings attended:

- Monthly Risk & Strategy Meeting.
- Tasmanian Irrigation - Greater South East Irrigation Scheme.
- Quarterly WHS Committee Meeting.
- Spacetoco – re: Training and Jobs Hub.
- AccessFlow – re: Training and Jobs Hub.
- TRC Tourism - SERDA Business Case for MTB Trail Project. Project Kick Off Meeting.
- APM – re: Training and Jobs Hub.
- WorkSkills – re: Training and Jobs Hub.
- SERDA General Meeting.
- WHS Induction – several.
- Enterprise Agreement Bargaining – several.
- BEST Working Group – Training and Jobs Hub Meeting.



Reported Incidents and Hazards for March



- 1 x Incident reported
 - 1 x complaint against resident by contractor
- 1 x hazard reported
 - 1 x contractor traffic management issue
- 2 x WHS incident investigations completed

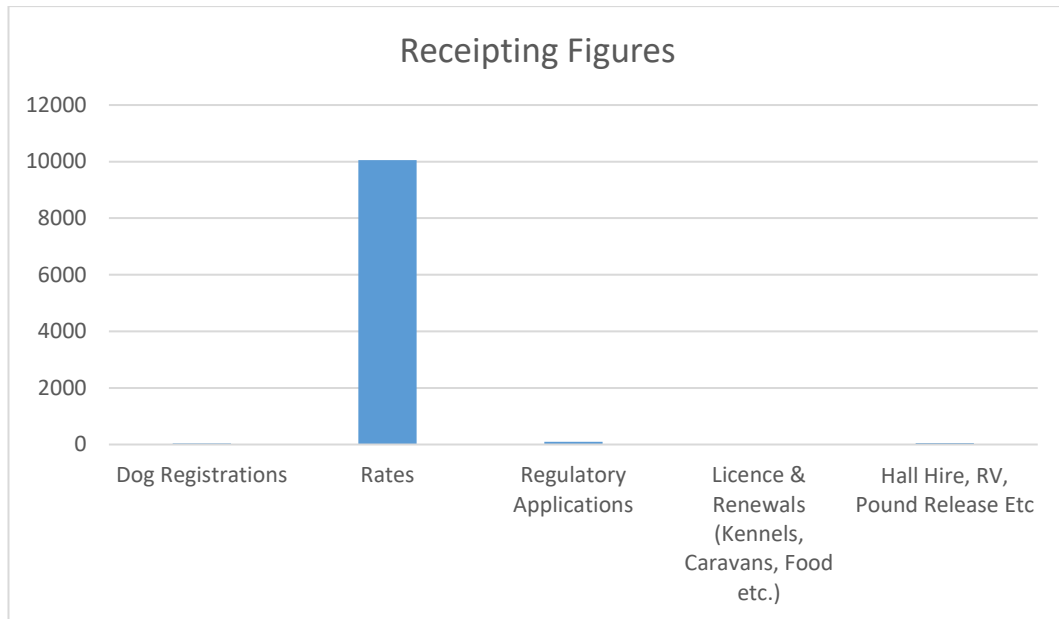
CUSTOMER & BUSINESS SUPPORT

Receipting figures – March

Table below specifies figures as due to high volume of rate payments (Fourth instalment), the graphic does not display them all.

Animal	39
NCPay	46
Property	10002
RegApp Payment	97
RegApp Payment; Property	1
Registered Receipt	53
Regulated Entity	13

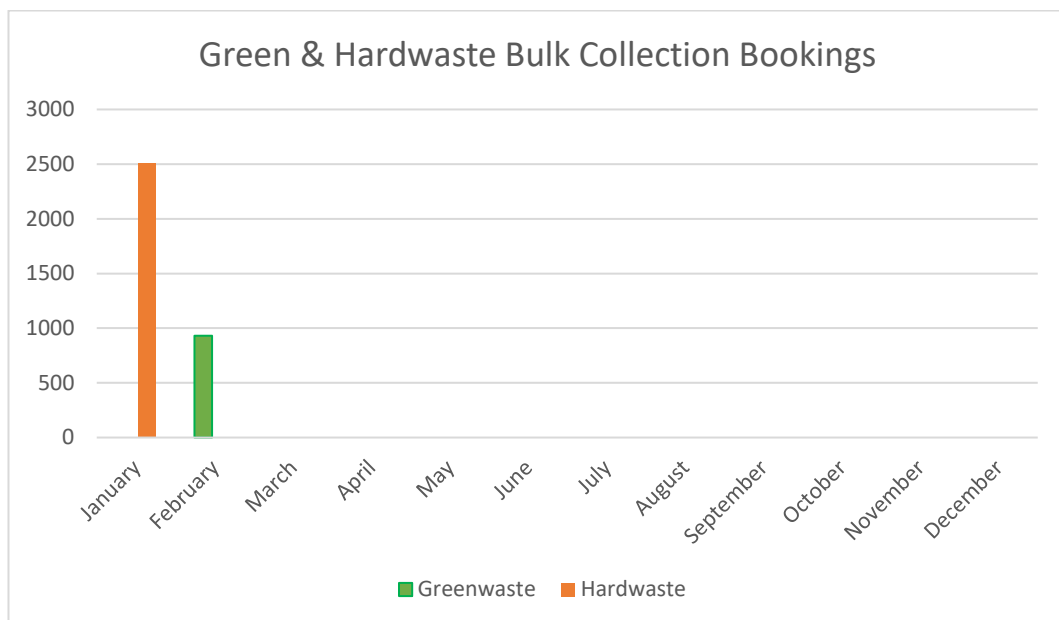




Green and Hard Waste Bookings – March

With the implementation of the new waste contract, you will see that bulk green waste bookings will be less as there is now monthly kerbside green waste collections.

No bulk Green or Hardwaste collections for March.



Phone Call Reporting

Call summary for March

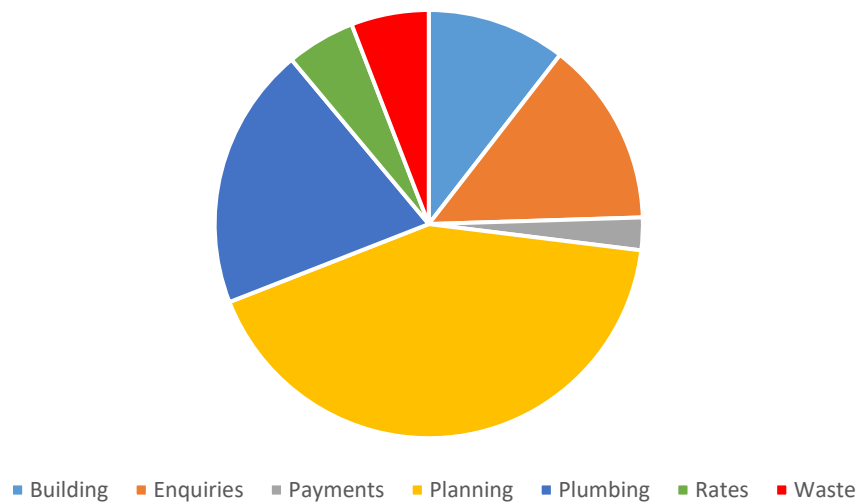
Group Summary

Sat, 01/03/2025 12:00 AM -
Mon, 31/03/2025 11:59 PM

Total Presented Calls	513	Total Answered Calls	463
Total Missed Calls	50	Total Calls Overflowed To	
Total Calls Overflowed From		Percent of Calls Answered	90.3%
Percent of Calls Missed	9.7%	Avg Speed of Answer	0:00:13
Total Talking Duration	18:30:08	Avg Talking Duration	0:02:24

Group	Presented Calls	Answered Calls	Missed Calls	Calls Overflowed To	Calls Overflowed From	Percent of Calls Answered	Percent of Calls Missed	Avg Speed of Answer	Total Talking Duration	Avg Talking Duration
Building	49	40	9			81.6%	18.4%	0:00:24	1:44:03	0:02:36
Enquiries	72	54	18			75.0%	25.0%	0:00:11	1:20:02	0:01:29
Payments	14	13	1			92.9%	7.1%	0:00:20	0:08:17	0:00:38
Planning	218	213	5			97.7%	2.3%	0:00:13	10:57:24	0:03:05
Plumb Engineer	105	99	6			94.3%	5.7%	0:00:10	3:01:14	0:01:50
Rates	31	26	5			83.9%	16.1%	0:00:14	0:48:11	0:01:51
Sorel Council										
Waste	24	18	6			75.0%	25.0%	0:00:11	0:30:58	0:01:43

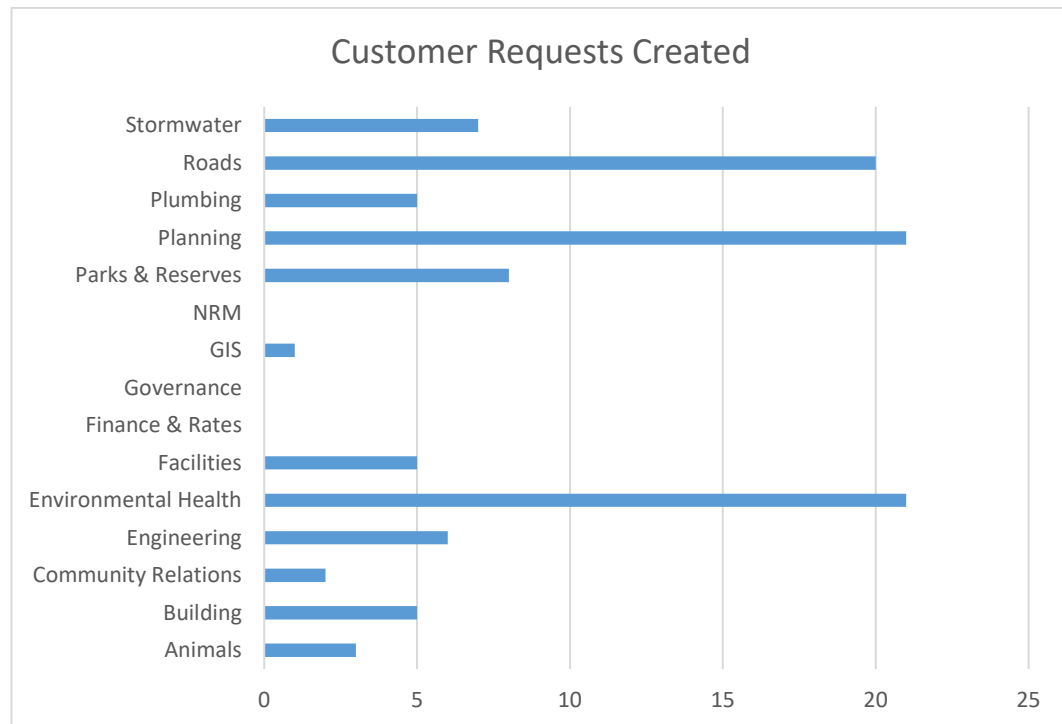
Total Calls Presented 2025



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

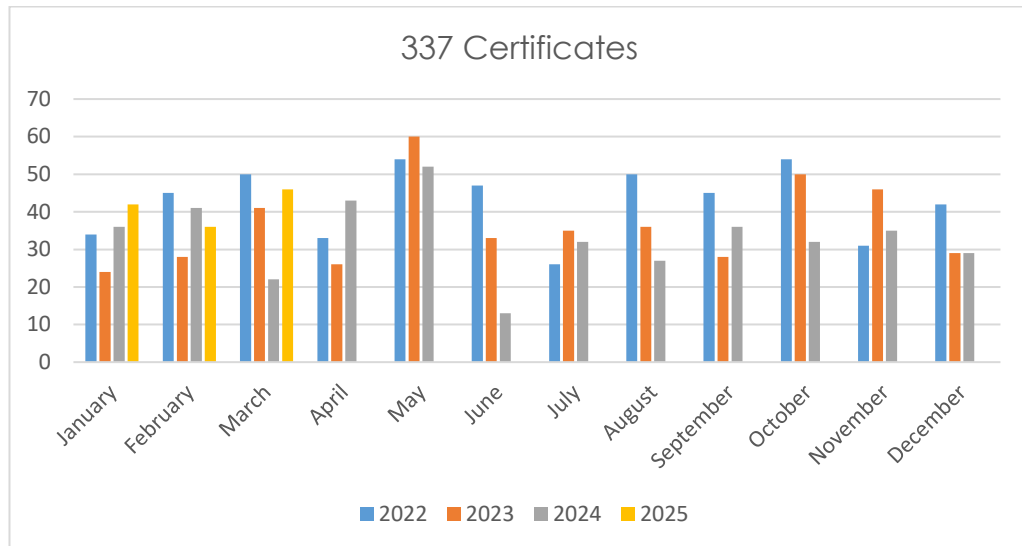
Customer Requests

CRMs created for the month of March



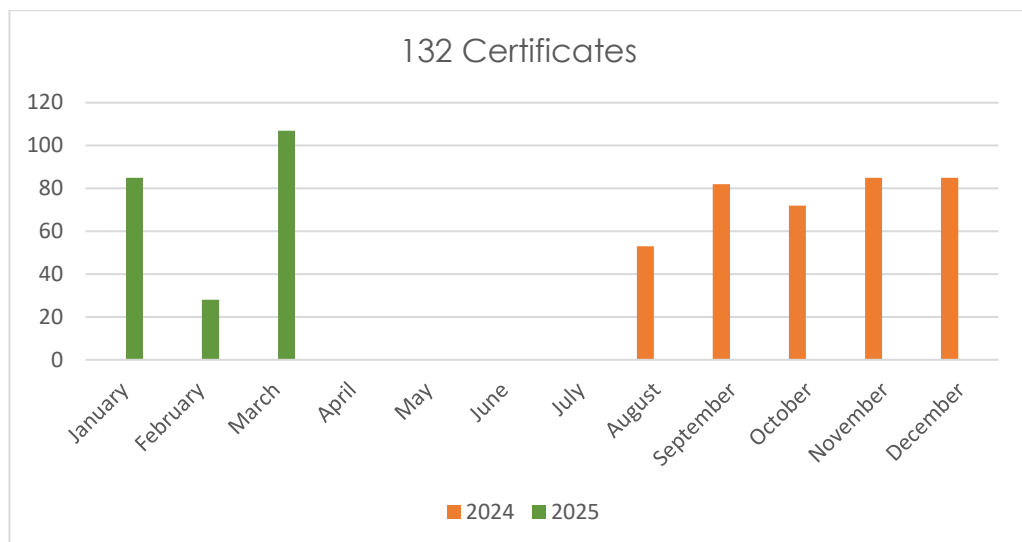
337 Certificates

Council processed 46 - 337 Certificates in March which relate to the sale of properties as detailed in the graph below.



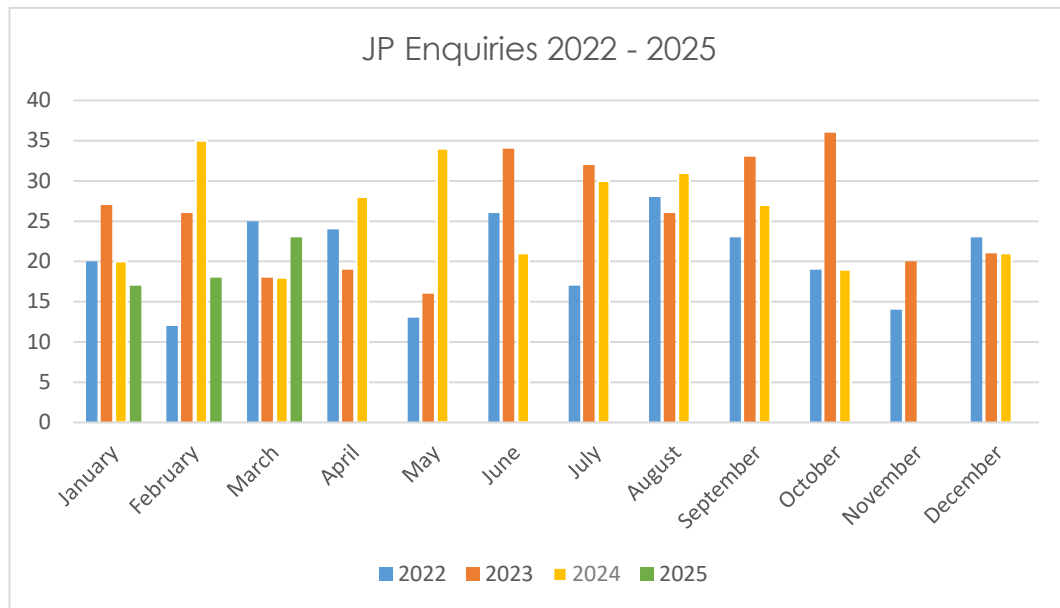
132 Certificates

Council processed 107 - 132 Certificates in March which relate to the sale of properties and rates owed at time of sale as detailed in the graph below.



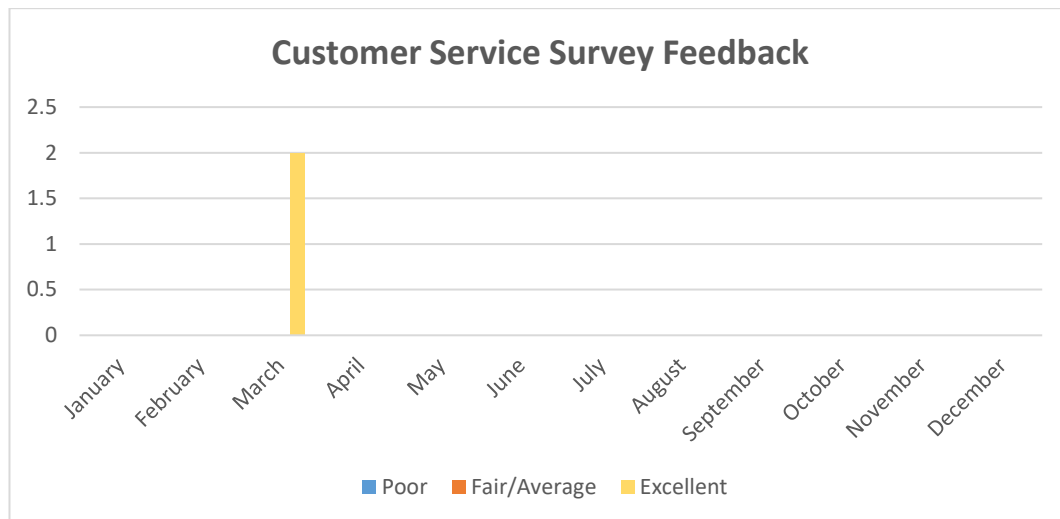
Justice of the Peace Enquiries

We provided 23 Justice of the Peace signatories for the month of March.



Customer Service Feedback

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



11.2 FINANCE – SCOTT NICOL, ACTING MANAGER



Financial Management

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

- Finance staff completed all end-of-month (EOM) procedures for February, including the completion of EOM processing and balance sheet reconciliations and the submission of Council's monthly Business Activity Statement (BAS) to the Australian Tax Office (ATO).
- Finance staff continued work on the 2025/2026 operating and capital budgets.
- Finance staff completed first draft of the 2025/2026 fees and charges schedule.
- Finance staff raised all monthly sundry debtor invoices and the monthly sundry debt recovery processes were completed.
- Finance staff completed three vendor payment runs, totalling \$2.0m in payments.
- Finance staff completed South East Region Development Association (SERDA) ad-hoc and monthly financial tasks.
- Finance staff provided payroll support for the pay run fortnights ending 7th and 21st of March.
- Finance staff completed the following grant related reports:
NIL

Rates

- The 2024/2025 4th rates instalment was due on 12 March 2025.
- At the end of March, 90.6% of rates had been paid, compared to 92.1% at the same time last year.
- Supplementary valuations were received from the Office of the Valuer-General, year to date totalling \$109k in general rates, \$52k in waste charges and \$5k in fire levy income.

Audit

- Finance staff completed and circulated the Audit Panel meeting minutes. The meeting was held on the 28 February 2025.

Grants & Funding

During the month of March, the following grants were invoiced.



- \$25k for the 2024 election commitment funding for Wielangta MTB Trail project.
- \$199k was returned to the Department of State Growth for unexpended funds received for Pembroke Park Function Centre. Note funds expended of \$27k were retained.

During the month of March, the following grant was received:

- A payment for the Roads to Recovery Grant of \$632k was received from the Federal Government Department of Infrastructure, Transport, Regional Development, Communications and the Arts.

Insurance

- Council lodged a claim with JMAPP (JLT Insurance) for theft of property to the value of \$43k, that occurred during a burglary at the Depot.
- The claim lodged with JMAPP (JLT Insurance) for property damage at the South East Stadium continued to progress.
- Finance staff completed the management of the 2025/2026 insurance renewal process. The renewal documentation was submitted per the due date of 14 March 2025.

Fleet Management

- A capital budget allocation was made for fleet replacements during the 2024/2025 financial year. The General Manager approved the light fleet procurement recommendation. All five vehicles, a Ford Ranger utility and four Mitsubishi Outlanders have now been received.

Plant and Equipment Disposals

- One vehicle, Ford Ranger Dual Cab, remains to be disposed of from the 2023/2024 replacement schedule. This vehicle has been held by Council, while the replacement vehicle was prepared for business use. This vehicle is expected to be sent to Pickles Auctions for disposal in April.
- One Mitsubishi Outlander from the 2024/2025 replacement schedule was sold during March. Three Mitsubishi Outlanders remain to be disposed of from the 2024/2025 replacement schedule. These vehicles are expected to be sent to Pickles Auctions for disposal in April.



Operational Plan

Operational Plan Item	Status
Finance D365BC – User Group Testing	Work commenced in February. Further meetings were held in March.
Finance & Payroll Audit Recommendation Implementation	<p>Work in progress.</p> <p>System Change Log Reviews – system providers contacted and process considered. Work now completed, process commenced late March.</p> <p>Authorisation of general journals and attaching supporting documentation – work completed, and functionality is now live in the production system.</p> <p>Financial reporting risk assessment – added to risk register. Risk assessment not started.</p> <p>Payroll Off Boarding Checklist – review in final stages.</p>
Finance & Payroll Procedures & Procedure Register	<p>Work in progress.</p> <p>Procedures continue to be developed, reviewed, and amended.</p>
Finance Policies	<p>Work in progress.</p> <p>Work continued on the Credit Card Policy. It is planned that the Credit Card Policy will go to the next Audit Panel Meeting.</p> <p>The Draft Treasury Management Policy has gone to the April Council workshop and is planned to then go to the April Council Meeting for final sign off.</p>
Finance Financial Management Strategy & Long Term Financial Plan	Work in progress.
Finance Financial Reporting Review	Not started.
Finance & Payroll D365BC – System Continuous Improvements	<p>Work in progress.</p> <p>Planning/investigation stage.</p>



Finance Account Payable System Research	We have met with a provider for payment protection and vendor management services.
Finance Accounts Payable Fuel Analysis	Completed.
Finance Rates Property #1 Refunds	Work in progress. Three batches (approx. 15 – 20 transactions) sent to CBA for processing.
Finance Rates Process Mapping	Work in progress. Three process maps sent for development.
Finance Rates Staff Training	Work in progress. Training held by Senior Rates Officer with Finance Support Officer and Customer & Business Support Officer for several rates tasks. On-going training schedule in development.
Payroll On Boarding	Work in progress. Review completed. Amendments to be completed.
Payroll Long Service Leave Portability Procedure	Work in progress. LGAT provided guidance. Manager Finance to review.

Meetings

- Leadership Team meeting – 5/03/2025.
- Monthly team meeting with the Finance Department – 27/03/2025.
- Monthly capital works meeting with Finance, Asset Management, Engineering and Depot staff – 12/03/2025.
- Monthly finance catch up with Manager Finance and Directors – 26/03/2025.
- Tasmanian Audit Office Information Session – 19/03/2025.
- State Grants Commission meeting – 19/03/2025.
- Jet Reports Training – 3 & 17/03/2025.
- Wise Lord & Ferguson Risk Management Framework Session – 5/03/2025.



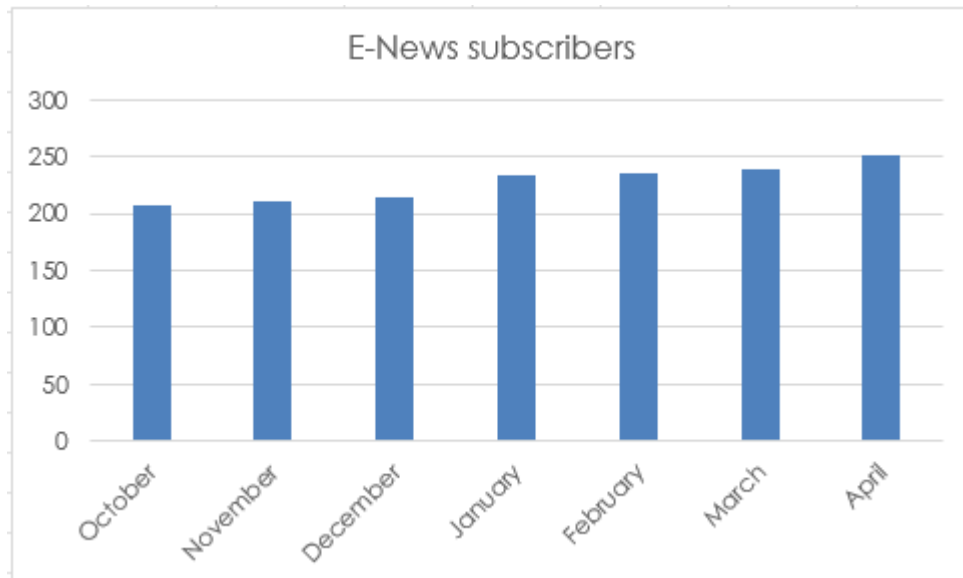
11.3 COMMUNITY RELATIONS – JO COOPER, ACTING MANAGER



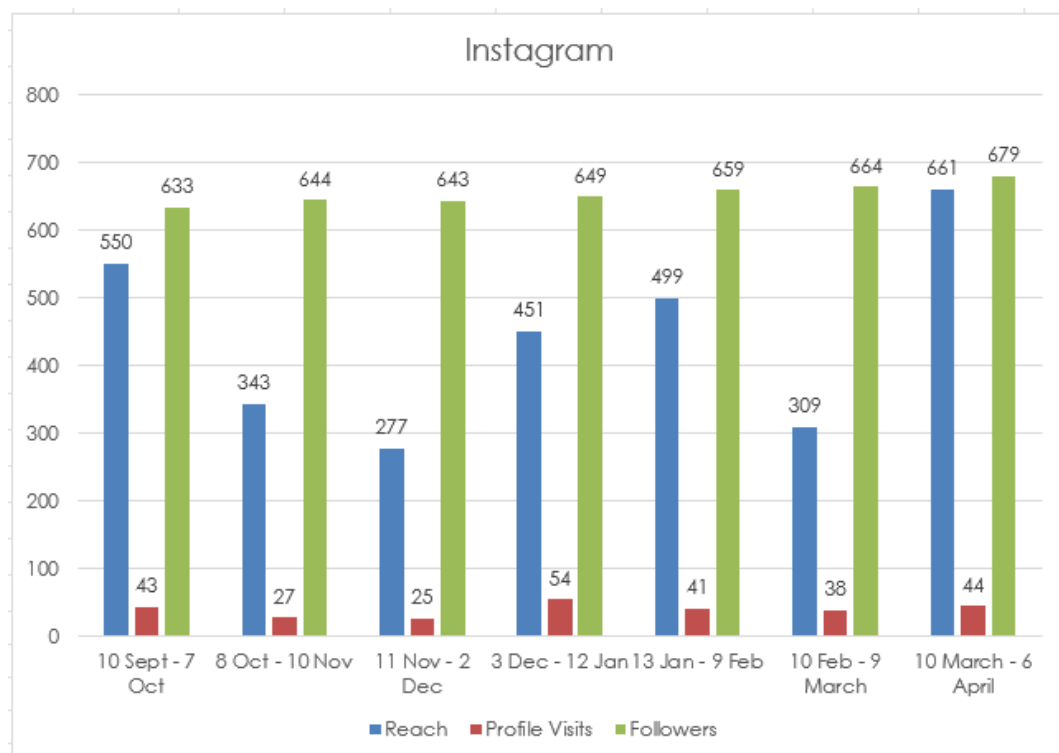
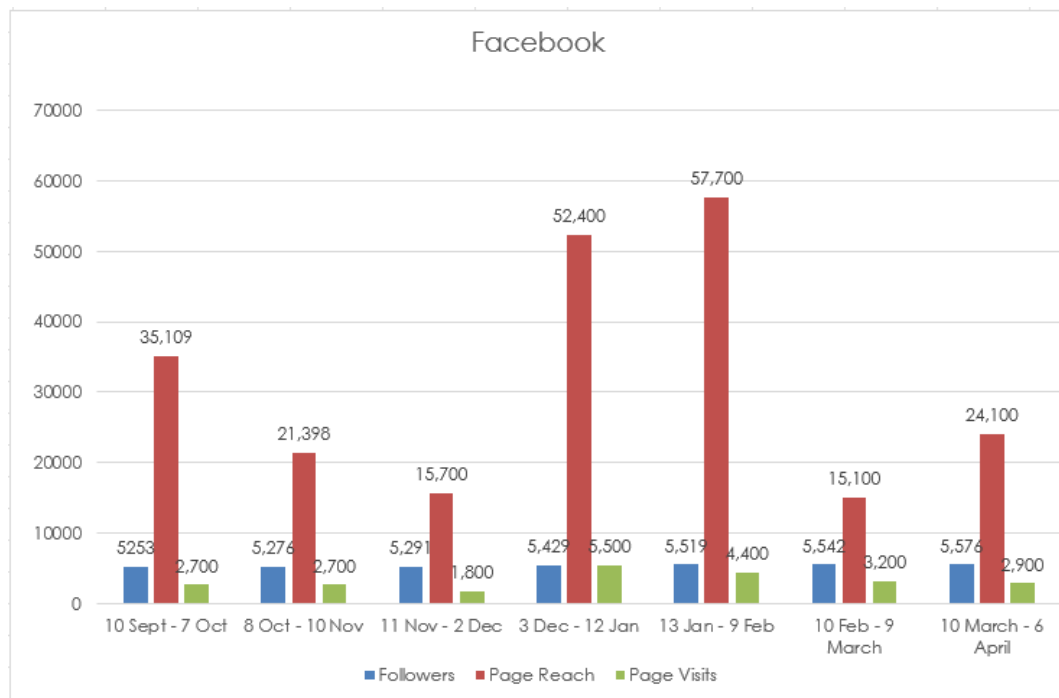
COMMUNICATIONS

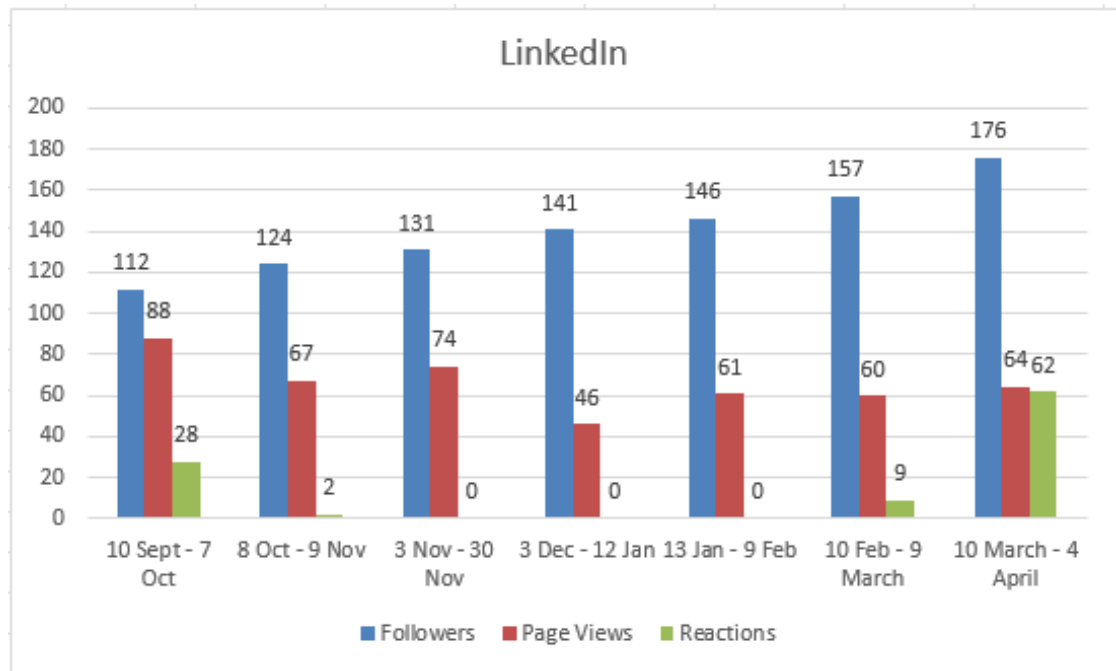
General

- 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, Seniors Advisory Group Meeting, Beam Creek Show consultation pop up and Primrose Sands beach water quality.
- NRM - NRM Thursday posts on social media ongoing. NRM section ongoing in monthly Sorell Times advert re weed awareness and other NRM matters.
- Waste Education - Waste Wednesday social media posts ongoing.
- Advocacy - Regional Strengthening Projects Advocacy document update in progress.
- E-News – Sent out the April 2025 edition of Sorell Council E-News to subscribers.



Social Media





COMMUNITY CONSULTATION/ENGAGEMENT

- Southern Beaches Onsite Wastewater and Stormwater - meeting with TasWater and DECYP and Council in early March with a follow up meeting with TasWater Comms team at the end of March. TasWater organising their comms strategy and will share so we can reach out for community feedback.
- Responsible Dog Education video - Project remains under production.
- Playspace Audit and Plan – Community Workshop well attended with ideas taken on board by the consultant from 180. Consultant visited all the playspaces in the municipality and touched base with other councils. The community survey closed on Friday 4 April 2025 with 134 respondents and some great feedback. Next step is for the consultant to provide his report due end April.
- Blue Lagoon Weed Management Plan – Consultants met with Southern Beaches Landcare Coastcare on 27 March 2025 at Blue Lagoon for further feedback. Now with NorthBarker consultants to provide report. Contact with Auntie Cheryl being followed up.
- Cat Management Plan – ongoing discussions around cat management in the five reserves around Dodges Ferry and Carlton.
- Southern Beaches Landcare Coastcare - attending their next monthly meeting on 11 April 2025 and continuing liaison with this group.
- Park Beach to Cafes Project – Discussion with cafe owners on placement of informal parking and placement of noticeboards, bike



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

racks and seating in the cafe areas. Signage and other traffic calming measures still being investigated. Work will commence after consultation with the cafe owners and the wider community.

- South East Sports Complex Master Plan – Engagement with Inspiring Place re update of Master Plan, assisting with contacting existing users and stakeholders in the community. Inspiring Place organised two walk and talk tours of the complex with no uptake. Inspiring Place used the time to catch up with the community whilst they were participating in sports at the complex. The community survey, that closed on Friday 4 April attracted only 66 responses. The survey had been heavily marketed on social media as well as print media. Now with the consultants to provide their report.
- Pop up site at Bream Creek Show was a success. Generally a good PR exercise and worth doing again in 2026.
- Attendance at April CACG meeting.
- Weed management program – attendance at weed management workshop for large property owners organised by Dibas Panta on 5 April 2025 in Dunalley. The next workshops will be in Midway Point and then in Primrose Sands.
- Changemaker training at Oatlands fully funded by the Australian Govt Future Drought Fund.
- General regular social media posts about what we are doing at council, NRM, capital projects, programs and surveys.

MEDIA/PROMOTIONS

- The Mercury newspaper – Information provided for the Mercury Newspaper Easter Service Guide for 2025.

ARTS AND CULTURE

- Neil Davis Seat – Developed an artwork brief for a public art opportunity and collaborated with the Sorell Community Cultural Precinct Reference Committee to select an artist to design and create the seat.
- Community Art Project - Engaged Kerry Howlett to work with local community to mosaic the water tanks at Dodges Ferry Boat Park.



COMMUNITY DEVELOPMENT/COLLABORATIONS

- Met with PCYC and Sorell School – PCYC to run Reset Opportunities for Youth Works – 10 week program.
- Sorell School – School Support Team – Consultation around what are the issues for young people living in Sorell and surrounds, setting up a Youth Advisory Group.
- Improving Youth Services operating strategy out for Fitzroy Street.
- Meeting with INDIE School Sorell – regarding ongoing relationship, involvement in programs and Youth Advisory Squad. Tour of Council and meeting with Mayor 30 April.
- Youth Matters - Drop In.
- Youth Week – Planning, running 4 events with Salvo's - Skatepark BBQ, Silent Disco, Sports Day, Cooking Program.
- Art Project - engaged Kerry Howlett to work with school students to cover Water Tank at Dodges Ferry with Mosaics.
- Neil Davis seat bench Commission – collating feedback.
- Reached out to external service providers delivering services to young people and how they can extend services to Sorell.
- Organisation for ANZAC Day.
- Emergency and Recovery management - LGAT.
- Changemaker training - Oatlands.
- Homelessness week collaboration with Statewide Councils.
- Food security collaboration with service providers.
- Meeting with Reclink regarding programs in Sorell and surrounds.

COMMUNITY GRANTS PROGRAM

Community Grants

- School for Seniors – Laptop - \$1,840.00
- Dunalley Volunteer Fire Brigade - Community BBQ - \$2,00.00
- Blaze Busters – Tasmanian Fire Brigade - \$2,00.00
- A Fairer World - \$1990.00
- Sorell Landcare - \$712.50
- Penna Landcare – National Tree Day - \$1,869.00

Individual Achievement

- Nil

Quick Response

- Primrose Sands Community Hall – Easter Egg Hunt - \$300.00



EVENTS

- Youth Week - In collaboration with Youth Matters, planning activities for Youth Week 6-12 April – Community BBQ, Silent Disco and Escape Room.

CORPORATE ADMINISTRATION

Right to Information

- No Right to Information requests were received.

Policies under review

Policy	Policy Type	Update
Enforcement Policy	Council	Review complete. Associated Enforcement Procedure developed. Both require Council workshop before adoption.
Fraud and Corruption Prevention	Council	Review complete. Requires Council approval.
Property Access Policy	Council	Review complete. Requires Council approval.
Code of Tendering	Council	Officer review underway.
Investment Policy	Council	Review complete. Requires Council approval.
Fees Refund and Remission	Council	Review complete. Requires Council approval.
Acknowledgement of Traditional Owners Policy	Council	Officer review complete. Consultation with indigenous representatives underway.
Related Party Disclosures Policy	Management	Officer review nearing completion.
Credit Card Policy	Management	Review complete. Requires delegate review and approval.
Asset Management Policy	Council	Officer review underway.
Personal Information Protection Policy	Council	Officer review complete. Requires Council approval.

Leases & Licences

- Sorell Football Club Lease – With the club for review.
- Dodges Ferry Rec Centre – Variation to Lease negotiations re: Canteen.
- Crown Lease renewal – Boomer Bay Road, Boomer Bay – Carpark and Toilet. Request to enact further term sent.
- South East Training and Jobs Hub – Development of Draft Lease for tenants.
- Lions Club and Men's Shed - Lease renewal in progress.

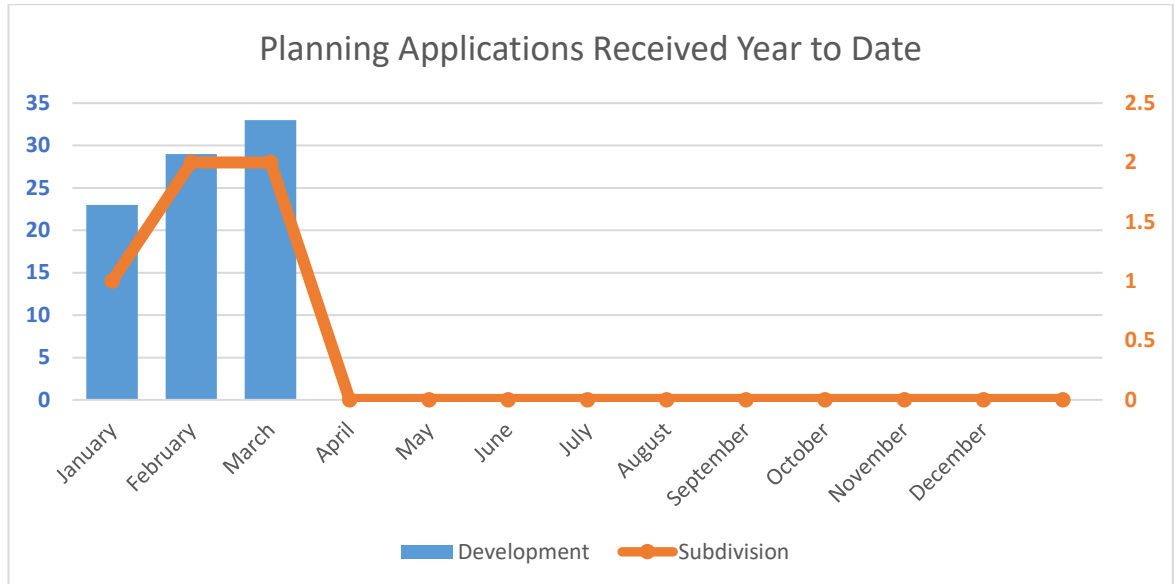


11.4 PLANNING – SHANE WELLS, MANAGER



Planning Applications Received

Planning applications received for calendar year to date.



Fees Waived

No fees were requested to be waived.

Planning Application Approvals

During March 2025, the following number of approvals were issued.

Permitted applications under delegation	3
Permitted applications at SPA / Council	0
Discretionary applications under delegation	13
Discretionary applications at SPA / Council	0
No Permit Required Certificates / Exemptions	1
Minor Amendments under delegation	1
Minor Amendments at SPA / Council	0



The following is a summary of approvals issued for March 2025.

Description	Application Type	Property Address
Outbuildings x 2	Discretionary Use	65 Shark Point Road, Sorell
Outbuilding	Discretionary Use	10 Carlton Beach Road, Dodges Ferry
Minor Amendment Application - Relocation of Dwelling and Outbuilding	Minor Amendments	Lot 105 Penna Road, Penna
Additions (Veranda)	Discretionary Use	4 Sweetwater Road, Midway Point
Outbuilding	Discretionary Use	87 Grevillea Street, Primrose Sands
Dwelling and Outbuilding	Discretionary Use	5 Orielson Road, Orielson
Visitor Accommodation (Retrospective)	Discretionary Use	243 Josephs Road, Carlton
Change of Use - Dwelling to Visitor Accommodation	Permitted Use	5 Timber Mill Court, Midway Point
Change of Use - Dwelling to Visitor Accommodation	Discretionary Use	16 Lantana Place, Primrose Sands
Recycling and Waste Disposal - Container Refund Scheme	Permitted Use	519 Old Forcett Road, Dodges Ferry
Dwelling & Outbuilding	Discretionary Use	41 Bay Street, Dunalley
Outbuilding - (Carport)	Discretionary Use	33 Dransfields Road, Copping
Dwelling	Discretionary Use	63 Sweetwater Road, Midway Point
Adhesion Order	No Permit Required	14 Boomer Jetty Road, Boomer Bay & 16 Boomer Jetty Road, Boomer Bay
Adhesion Order	Permitted Use	16 Carlton Bluff Road, Primrose Sands
Outbuilding (Shipping Container)	Discretionary Use	6 Oak Street, Primrose Sands
Dwelling	Discretionary Use	3 Birkdale Place, Midway Point
Additions and Alterations to Dwelling	Discretionary Use	17 Alomes Road, Forcett

The following is a summary of Refusals issued for March 2025.

No Refusals issued for March 2025.



PLANNING COMPLIANCE

During the month of March 2025, we received 2 new complaints that required investigation.

Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec
-		2									

Below statistics reflective of Notice of Intention/Enforcement Notice issued for March 2025:

Notice of Intention Issued:	0
Enforcement Notice Issued:	0

SORELL PLANNING AUTHORITY (SPA)

The Sorell Planning Authority (SPA) did not meet in March.

APPEALS

Item	Appeal Status
Approval of subdivision at 701 Arthur Highway, Forcett	Mediation ongoing.
Approval of subdivision at 11 Franklin St, Lewisham	Extension until 30 June.
Refusal of subdivision at Marchwiell Road	Hearing listed for 26 May.

STRATEGIC PLANNING

Item	Status (* indicates update since prior month)
Urban Growth Boundary changes consultation *	Submission provided
State Planning Office (SPO) - Improving Residential Standards in Tasmania Project (General Residential Zone and Low Density Residential Zone).	Consultation process completed. Awaiting Outcome
Outer Hobart Residential Supply and Demand Study.	Complete. Public release pending
Statewide Planning Provisions – Ongoing Five Year Review.	TPC hearings scheduled for hazard code changes



Tasmanian Planning Policies.	Approval Delayed
Regional Land Use Strategy Update.	Revised strategy complete but pending review of State Agency / SPO feedback and effect of UGB 'fast track' amendments before it can be signed off by Steering Committee and then put to each Council for ratification.

NATURAL RESOURCE MANAGEMENT

Following key activities were conducted:

- Natural Resource Management and Environmental Advisory Group (NRMEAG) has successfully completed first year since formation, making a year of valuable discussion and contributions. Over the past year, advisory group convened seven times discussing key environmental and sustainability issues. Some of the highlights of the meetings are as below:
 - **Development of the NRM Strategy** – A primary focus of the advisory group has been shaping the NRM Strategy. Members have actively provided feedback throughout its development. While the document is yet to be finalized, it is now in its final stages before being released for public consultation.
 - **Stormwater Management in Blue Lagoon** – NRMEAG's insights have played a critical role in refining the approach to managing stormwater in Blue Lagoon, ensuring a more sustainable and resilient outcome.
 - **Drought Ready Tasmania:** The advisory group provided valuable input to the *Drought Ready Tasmania* initiative. A workshop with the regional coordinator offered an overview of the current context, and NRMEAG's recommendations contributed to strengthening the program's direction.
 - NRMEAG greatly appreciates the Council's continued support in considering its feedback and recommendations. These collaborative efforts reinforce the importance of integrating local expertise into decision-making, ensuring better environmental outcomes for our region.
- Various grassy invasive weeds control program underway.
- CERMP phase 2 for 15 outfall designs finalised and tenders requested.



AGENDA

ORDINARY COUNCIL MEETING
15 APRIL 2025

- Rivers to Ramsar (Urban River grant program) grant is successful, NRM South and Landcare Tasmania are leading the project with Sorell Council's support. The project aims to restore riparian ecology in three rivers; Sorell Rivulet, Orielson Rivulet and Frogmore Creek.

DEVELOPMENT ENGINEERING

Engineering Audits for the construction of new municipal infrastructure (including roadways, kerb & gutter, footpaths, driveways, and stormwater pipeline and manhole infrastructure) are consistently required to meet current construction standards.

Current Engineering Drawings - fee received and approved application:

- 7.2023.9.1 - 16-24 Arthur Highway 3 Gate Five Road, Carlton River – 8 lot Subdivision and balance (Stage 1 approval of 4 lots)
- 7.2023.14.1 - 253 Greens Road – 4 Lot Subdivision

Developments under construction are as follows:

- 7.2020.22.1 - 17 to 25 Nugent Road, Sorell – 6 Lot Subdivision
- 7.2022.4.1 - 3 Gate Five Road, Carlton River – 2 Lot Subdivision
- 5.2024.4.1 - 21 Clover Court, Carlton – Stormwater Main for Dwelling
- 7.2024.5.1 - 69 Weston Hill Road, Sorell – 1 Lot Subdivision
- 7.2024.4.1 - 9 Valleyfield Road & 123 Rosendale Road, Sorell – 16 Lot Sub-division

Developments Obtaining Practical Completion - On Maintenance

- None



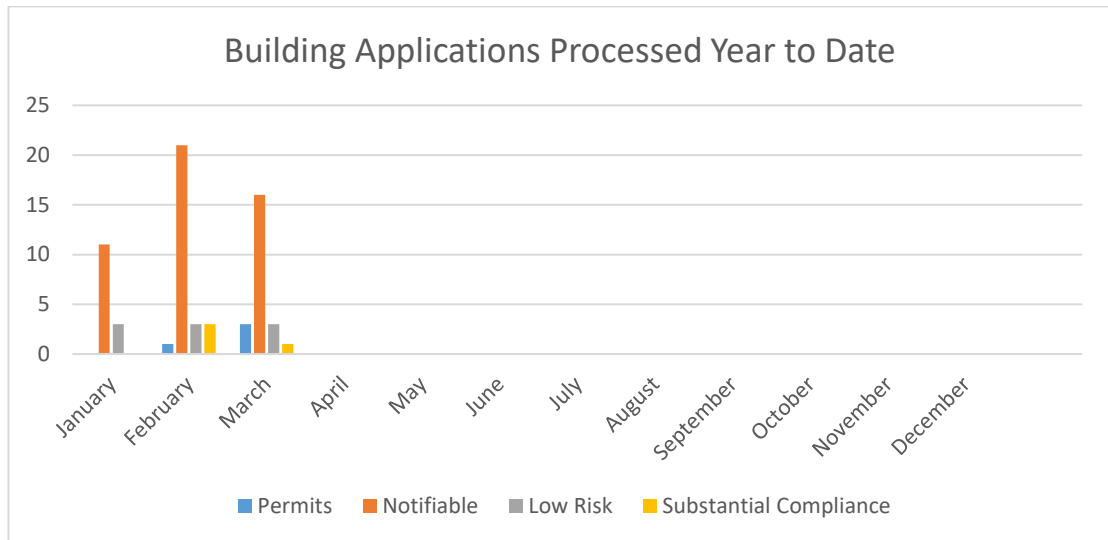
11.5 HEALTH AND COMPLIANCE – GREG ROBERTSON, MANAGER



Greg Robertson on leave 13th March to 30th April.

BUILDING

Analysis of applications approved year to date including March 2025. These include (Permit/Notifiable/Low Risk/Substantial Compliance).



Details of applications that were approved in February 2025 (details below). These include:

- 3 Permits
- 16 Notifiable
- 3 Low Risk
- 1 Substantial Compliance

Property Address	Purpose / Use Of Building	Value Of Work
28 Third Avenue, Midway Point	Dwelling & Garage	\$220,000
69 Riviera Drive, Carlton	Dwelling	\$25,000
18 Arthur Street, Sorell	Early Learning Centre	\$950,000
43A Midway Point Esplanade, Midway Point	Dwelling	\$27,800
445 Brinktop Road, Penna	Outbuilding (Office & Farm Shed)	\$1,500,000
16 Little Falcon Street, Primrose Sands	Dwelling	\$300,000
586 Marion Bay Road, Marion Bay	Dwelling, Attached Garage & Verandah	\$250,000



22 Friendship Drive, Sorell	Dwelling	\$321,000
Spoonbill Loop, Sorell	Dwelling	\$460,000
9 Fourth Avenue, Dodges Ferry	Deck Additions	\$10,000
513 Shark Point Road, Penna	Dwelling	\$510,300
11 Lakeland Drive, Forcett	Shed	\$30,000
506 Nugent Road, Wattle Hill	Fire Station	\$100,000
14 Olympic Avenue, Midway Point	Dwelling	\$540,000
9 Kruvale Court, Primrose Sands	Dwelling	\$545,740
45 Franklin Street, Lewisham	Solar Panel Installation	\$18,447
519 Old Forcett Road, Dodges Ferry	Recycling Collection Facility	\$15,000
12 Cole Street, Sorell	Recycling Collection Facility	\$18,729
12 Dubs & Co Drive, Sorell	(Nothing)	\$16,414
1 Lewis Court, Lewisham	Addition	\$29,380
20 Petrel Street, Primrose Sands	(Nothing)	\$9,000
65 Shark Point Road, Sorell	Shed	\$100,000
28 Third Avenue, Midway Point	Dwelling & Garage	\$220,000
69 Riviera Drive, Carlton	Dwelling	\$25,000
18 Arthur Street, Sorell	Early Learning Centre	\$95,0000

FEES WAIVED

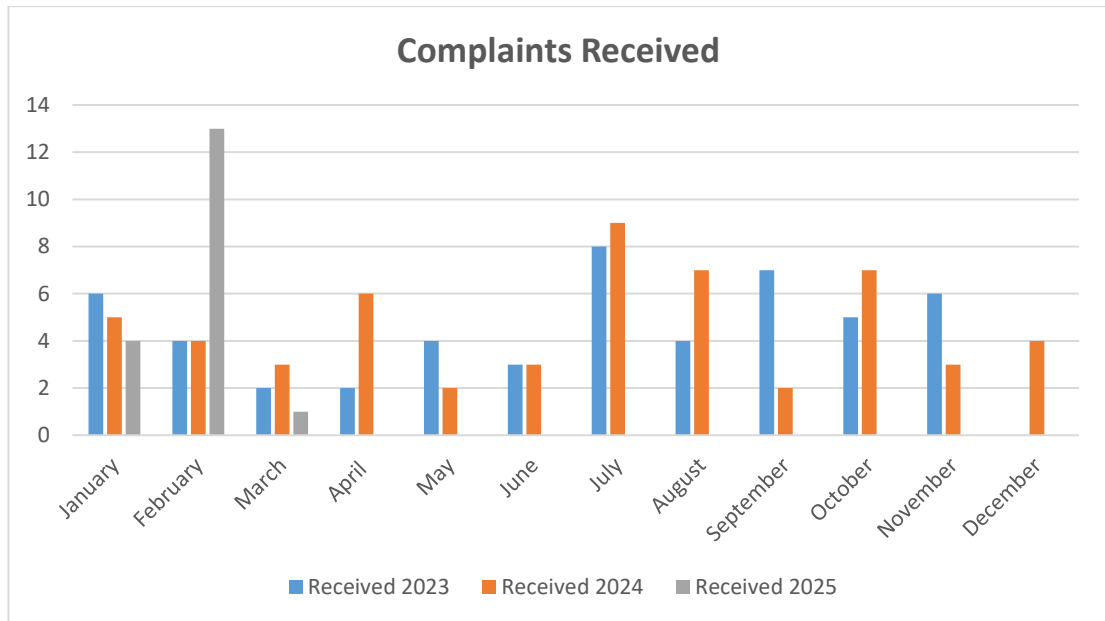
During the month of March 2025, fees were waived for one application. This application was for alterations and additions for the Sorell Memorial Hall at 47 Cole Street, Sorell. Fees waived totalled to \$1,500.

BUILDING COMPLIANCE

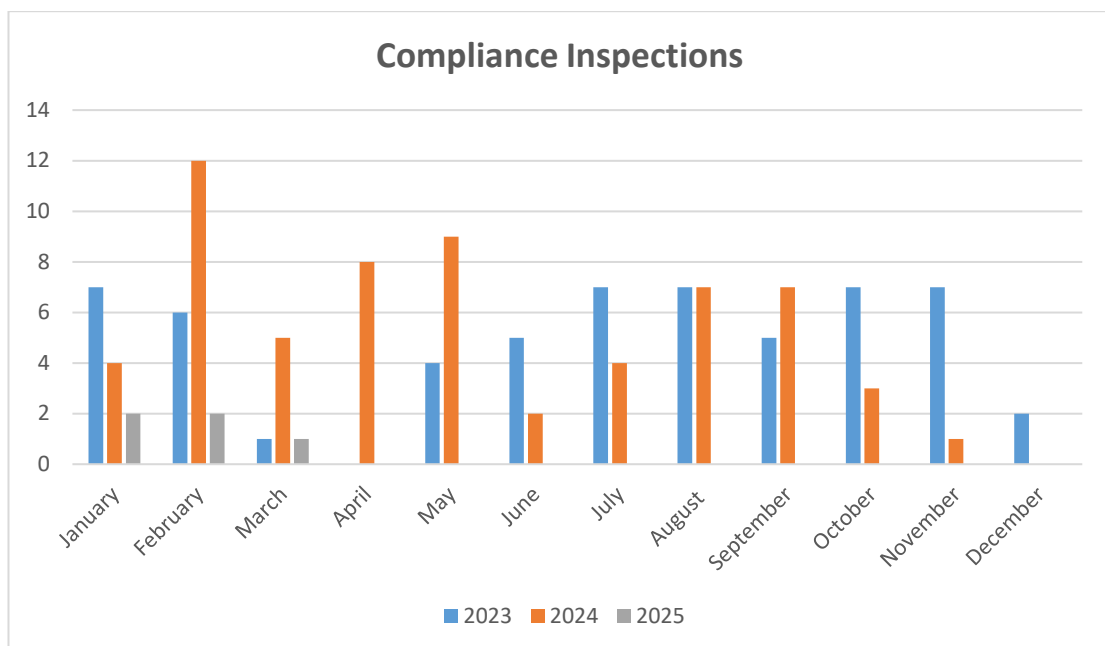
Council Compliance Officers are continuing to investigate and inspect any incoming complaints in relation to potential illegal construction of works on a weekly basis.

During the month of March 2025, we received 1 new complaint that requires further investigation.





There was 1 on-site inspection completed for the month of March 2025.

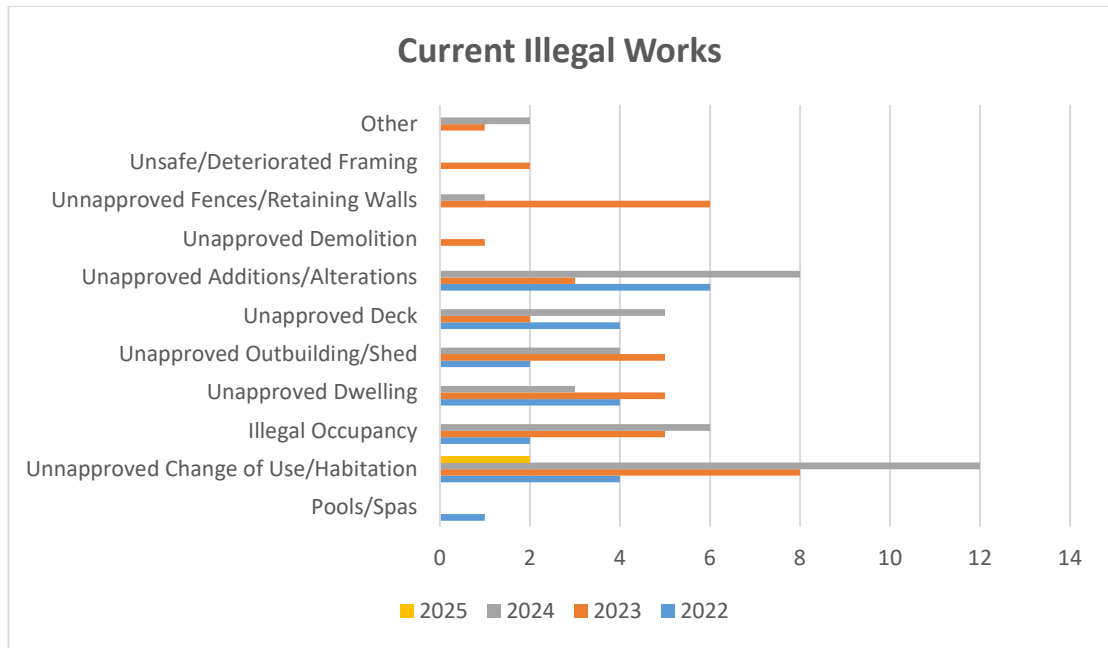


We often receive other incoming queries/complaints that do not require inspections that can be completed as they comply or are low risk work not requiring permits.



Below statistics reflective of Notices/Orders issued for March 2025:

Building Notices issued:	2
Building Order issued:	8
Building Order (Including Notices) revoked:	0
Infringement Notices issued:	0
Emergency Order issued:	0



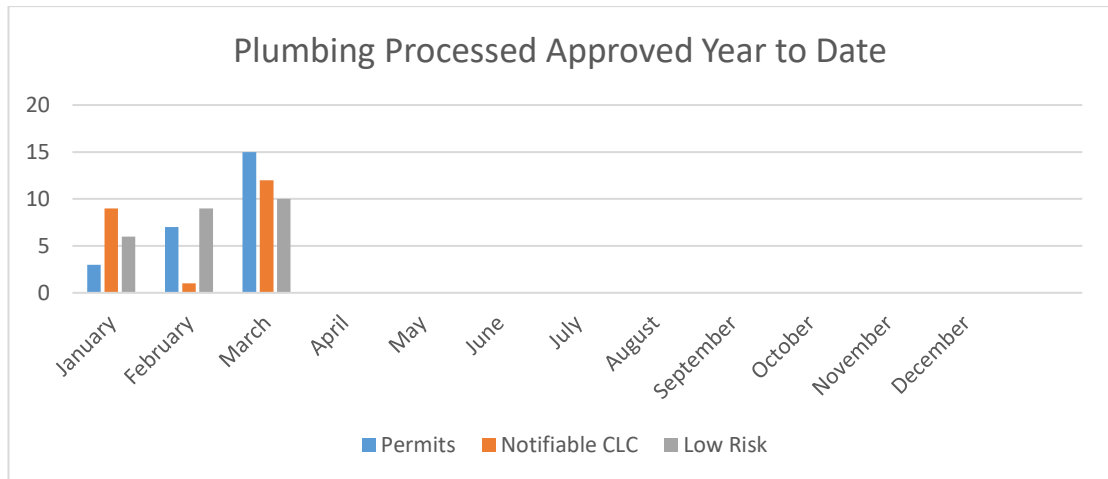
PLUMBING

Analysis of applications approved year to date including March 2025. These include (Permit/Notifiable/Low Risk).

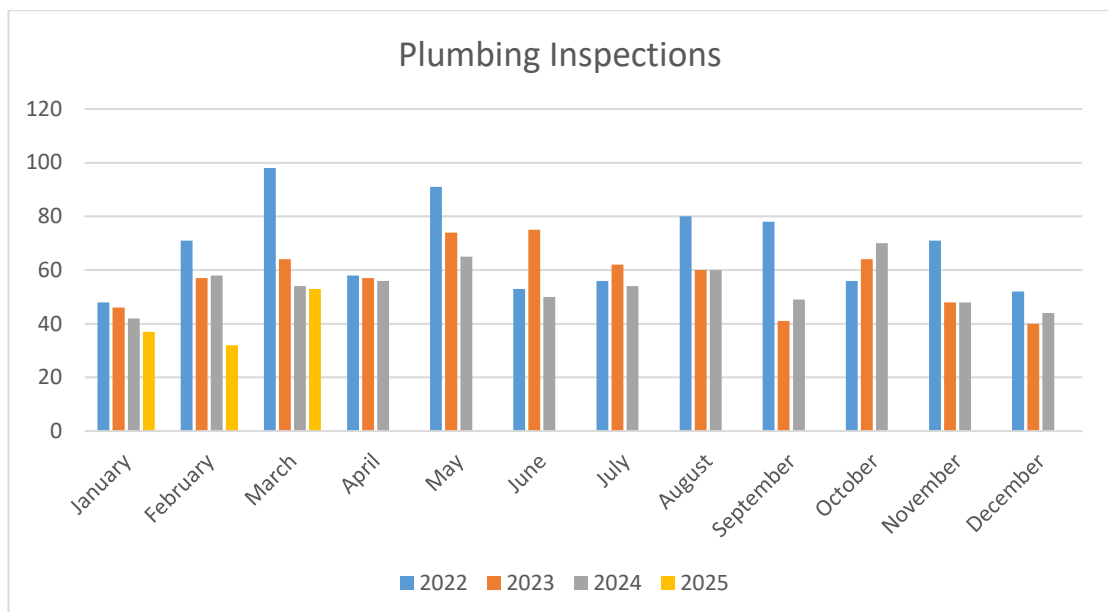
Details of applications that were processed in March 2025 (details below). These include:

- 15 Permits
- 12 Notifiable
- 10 Low Risk





In March, 53 plumbing inspections were conducted for new and existing plumbing works. These works are current Plumbing Permits and Certificates of Likely Compliance.



PLUMBING COMPLIANCE

Below statistics reflective of Plumbing Notices/Orders issued for March 2025:

Plumbing Inspection Direction:	1
Plumbing Notices issued:	0
Plumbing Order issued:	0
Plumbing Order (Including Notices) revoked:	0
Infringement Notices issued:	0
Emergency Order issued:	0



ENVIRONMENTAL HEALTH (MARCH 2025)

Building Act 2016

Onsite wastewater management assessments completed for Plumbing Permit applications, mostly in the Southern Beaches.

The operator of a commercial property in the Southern Beaches which discharges wastewater into Pittwater has not yet been resolved. The owner has advised that they are in the process of signing a contract for the work to commence.

Land Use Planning & Approval Act 1993

Development and subdivision application assessments completed including, new houses, and subdivisions in the Southern Beaches, (where the Southern Beach On-site Wastewater and Stormwater Special Area Plan applies).

Food Act 2003

Inspections are ongoing to ensure registration of food business is consistent with the Food Standards Code. Approximately 49 statewide and notifiable mobile food businesses were inspected during the Bream Creek Show. Some examples of non-compliance with lack of hand wash stations and poor water availability. Some food businesses could not obtain water due to the sloping ground and WHS concerns with deep fryers 'propped' up to avoid spillage. Future education and compliance letters will be sent to the food businesses to ensure all comply with the Food Safety Standards and Food Act 2003. Registered Food business safety assessments were conducted during March 2025 with multiple food businesses inspected and one new food business registered. Follow-up inspections were performed for food businesses that were found to be non-compliant when an on-the-spot-inspection was performed.

Public Health Act 1997

No notifiable disease investigations were completed in March.

Recreational water quality sampling continued, all sites had good water quality with the exception of Primrose Beach (western end). The recommendation to not swim at this location remains. Statistical analysis will be performed at the end of the recreational water quality program to determine beach classification for Primrose Beach.

An investigation continued to identify potential sources of pollution, including seepage near the boat ramp during March. There is some evidence that groundwater seepage and stormwater is being impacted by septic tank systems. However, no conclusive link has been established between higher levels of indicator bacteria at the beach and nearby



AGENDA

ORDINARY COUNCIL MEETING

15 APRIL 2025

septic tank systems. The water sampling and investigation will continue throughout April.

Environmental Management & Pollution Control Act 1994 (EMPCA)

Noise, littering, smoke, backyard burning and odour issues/complaints were received including construction noise, loud music and offensive odour.

An Environment Protection Notice to authorise land spreading/composting of diseased salmon aquaculture waste on a farm at Wattle Hill was issued.

Waste Management

1. Waste collection statistics

Month	2024/25 - Participation rate (%)				
	Garbage	Recycling	Greenwaste (bins)	Bulk Greenwaste	Hardwaste
July	80	77	38		
August	81	78	33		16
September	81	77	41		
October	83	74	50	10	
November	85	82	49		
December	86	81	50	7	
January	86	86	54		
February	86	85	51		
March	85	83	45		

Month	2024 Tonnage of waste collected				
	Garbage	Recycling	Greenwaste	Hardwaste	Greenwaste (bulk)
July	313	77	72		
August	383	76	103	109	
September	314	84	85		
October	323	106	103		32
November	309	96	86		
December	318	90	85		34
January	314	100	86	205	
February	275	88	75		
March	283	91	50	4	



Month	2024 Mornington Park Transfer Station - Sorell Residents (Tonnages)			
	Recoverables	Greenwaste	Garbage	
July	12	17	134	
August	15	21	122	
September	16	23	128	
October	21	37	140	
November	10	34	148	
December	21	42	171	
January	18	58	141	
February	11	34	109	
March	12	28	115	

1. With the weather getting colder, there has been a drop in the Greenwaste wheelie bin collections which is to be expected at this time of the year.

2. Attended the Tasmanian Reuse Impact Study at Hobart City Mission which involved a tour of Hobart City Mission and the North Hobart Resource Tip Shop. It was an interesting experience to see the sorting process and how much materials are broken down as they are more valuable in their components. It was also exciting to learn how well Tasmanian reuse compared to the mainland.

Street Stall / Public place permits

A new permit was issued for food vans in Dodges Ferry.

Dodges Ferry School sewage lagoons

TasWater's consultant has finalised designs for the new wastewater treatment systems to replace the existing sewage lagoons on the recreation reserve that service the School, Okines House, and Dodges Ferry Football Club. The consultant has identified potential suitable areas for the new treatment plant on the school property. The treated wastewater is proposed to be applied to the land via absorption trenches in the Dodges Ferry Recreation reserve. The location is outside of the priority vegetation area included in the Reserve Management Plan, thus minimising impacts on the environmental values of the reserve.

Following the new treatment plant being constructed, the existing sewage lagoons will be de-commissioned and recreation reserve re-habilitated. The works will include removal of weeds.

Council staff, DECYP and TasWater are reviewing the report before community consultation on the project commences.



AGENDA

ORDINARY COUNCIL MEETING
15 APRIL 2025

Southern Beaches On-site Wastewater and Stormwater Strategy

The consultants preparing the strategy completed field work during early December 2024. Information collected from the field work and results of the Primrose Beach water quality investigation are being considered.

A draft report is expected to be received in early May 2025.

By-Laws

The Public Places by-law has been certified by the General Manager and Councils solicitor and submitted for gazettal and tabling in parliament.

COMPLIANCE

Dogs on beaches

Although restrictions are over Compliance Officers are continuing to provide educational materials to members of the public when observed walking their dogs and taking enforcement action where non-compliance is observed.

As mentioned in the prior report Council have engaged an advertising agency to create an educational animated film clip promoting effective control and responsible behaviour of dogs on beaches and areas where dogs must be on leads.

Council have received a final version and will commence distributing this via social media, promoting via School education programs and will appear via QR codes on Council signage.

Dog attacks

Council officers investigated several dog attacks on people and other dogs resulting in two dogs being seized and destroyed.

Another dog was seized from the owner's vehicle after the dog attacked the owners in the car when they arrived home with the dog on the back seat. The dog was destroyed that day.

Dogs at Large / Fines and impounded

9 Dogs were impounded and related infringement notices were issued comprising the following offences, dog at large and failing to register a dog over 6 months of age.

Planning Compliance



2 Complaints were received and investigated.

Parking

Compliance Officers continued to deal with an increased amount of parking complaints which were minor traffic parking offences. Other complaints related to parking on footpaths, exceeding time restrictions outside local businesses, illegal parking of heavy vehicles.

Noise Complaints including Dog Barking and Poultry

Councils Compliance Officers dealt with barking dog complaints and rooster crowing complaints.

2 permits to keep animals in certain zones were applied for.

Littering

1 Littering investigation is currently being investigated.

Caravans

A further 3 Caravan Licence Applications were received due to Compliance inspections and letters that were sent to landowners who had caravans identified on their land.

Fire Hazards

Contractors have completed all properties that did not comply with the original abatement notice and it is unlikely that anymore notices will be issued due to the fire season coming to an end shortly.



11.6 INFRASTRUCTURE AND ASSETS – JULIE MANN, MANAGER



CAPITAL WORKS - TRANSPORT AND STORMWATER

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

Capital Works projects within the design phase:

- Whitlam Court, Lewisham – Stormwater – Land easement and negotiation with property owner delays – currently looking at an amicable solution – ongoing.
- Franklin Street, Dunalley – reconstruction, and associated drainage works. Design Stage. PDA draft detail design prepared, under review.
- Three Street, Dodges Ferry – upgrade and associated drainage works. Design Stage. PDA draft detail design prepared, under review.
- Pearl Court, Dodges Ferry – upgrade/stabilisation. PDA draft detail design prepared, under review.
- Delmore and White Hill Road – Intersection upgrade. Geotech investigation, UDM have completed GPR survey to assist in the reconstruction design - ongoing.
- Southeast Sports Complex – drainage works, materials quotation received from TEFCO. Additional works required, upstream pipe shows signs of significant damage.
- Shark Point Road and Penna Road – Reconstruction design procurement completed, JMG awarded works for the detailed design.

Capital Works construction projects within the procurement process:

Capital Works under active construction:

- Erle Street – stormwater pipe relining & headwall works (Nu-Jet) - completed.
- Re-sheet Program – 2024/25 program is completed.
- Re-Seals Program – 2024-25 program works are underway, expected completion is mid-April 2025 subject to weather.
- Allambie Road – Reconstruction works started in January 2025, expected completion in mid-April 2025 ongoing.
- Oak Street – Reconstruction works commenced March 2025, expected completion in mid-April 2025 ongoing.
- Junction Street, Dodges Ferry – footpath renewal works have commenced, expected completion is the end of April 2025 ongoing.
- Carlton Beach Road – footpath renewal from Park Beach to East Street. Works commenced in March 2025, expected completion is the end of April 2025 ongoing.



- Parnella Road – Kerb and channel stormwater works commenced onsite in March 2025, expected completion in mid-April 2025 ongoing.
- Valleyfield Road drainage project completed by operational staff, early April.
- Old Forcett Road drainage and road widening due to start Mid-April (Operational Staff)
- Raynors Rd and Darwin St, Midway Point. The footpath renewal works are almost complete.

Safer Rural Roads Program:

- Kellevie Road project – Works to commence onsite in early April 2025, progressing well likely completion Mid-April.

CAPITAL WORKS - LAND IMPROVEMENTS AND BUILDINGS

FOOTPATHS

- Red Ochre Beach Access – Designs are being drawn up and will be reviewed. If approved the access will be costed.
- Sorell Streetscape:
 - More landscaping to be scoped and put to Council for funding - Progressing.
- Reynolds Rd – Installation of kerb ramps and footpath extensions is complete.

BUILDINGS

Southeast Jobs Hub

- Works onsite are progressing well:
 - Electrical services, security & communications are nearing completion.
 - Mechanical is nearing completion.
 - Office joinery has been finalised, production has commenced.
 - Power supply conduit to the building from Dubs and Co is complete.
 - Aurora Energy are expected to connect the power to site late April.
 - The mains switchboards have been manufactured and will be installed mid/late April.
 - Design of the car park is nearing completion.
 - Footpaths to the perimeter of the building have commenced.



AGENDA

ORDINARY COUNCIL MEETING
15 APRIL 2025

- Preliminary design of the courtyard has commenced.
- Plaster is complete.
- Painting is complete.
- Furniture options are being explored.
- Wet areas have been waterproofed.
- Internal doors are being installed.
- Architraves are being prepared for the vinyl and carpets to be installed.

Sorell Memorial Hall - Extension

- Building and plumbing permits have been received.
- Start works notice has been issued.
- Redundant footpaths have been removed.
- Sub surface drainage has commenced.
- Some difficulties have been encountered due to existing underground infrastructure.
- Concrete piers and thickening beams have commenced.

PARKS AND RESERVES

Dodges Ferry Skate Park

- Quotes have been received, and this project been tentatively awarded – waiting for the contractor to provide insurances to Council.
- Works are expected to commence in late May 2025 with completion by June 30, 2025.

Madison Lyden Park

- Preliminary design for amenities is now finalised with costing to be developed shortly.
- The car parking costing is complete with additional funding required.
- Quotes received for a new concrete footpath from the proposed car park to existing concrete path within site.

Pembroke Park – BMX Track

- Additional coat to track surface has been delayed due to poor weather conditions.

Pembroke Park - Soccer

- Quotes have been requested again due to modifications of the fencing arrangement/ design.

Pembroke Park – AFL Goals

- Quotes have been received for netting and awarded.



ASSETS, GIS & ICT UPDATES

- 2025/26 Budget Prep
- Sealed Road Condition survey delivered and being reviewed to determine reseal candidates for 2025/26
- Quarter 3 Capitalisation Imports completed and sent to finance for review
- Stormwater CCTV program 24/25 completed

Southeast Stadium Court Floor update

- Floor replacement to commence during the 'off-season' for Council's regular users i.e. between August and December 2025 – estimated 12-week construction time. Floorboards availability at this stage is July / August – Market variables are being considered i.e. cyclone Alfred damage and other nationwide building / construction demands.

Ongoing activities:

- Fortnightly meetings with insurance.
- Revenue loss tracking.
- Frequent communications with users.

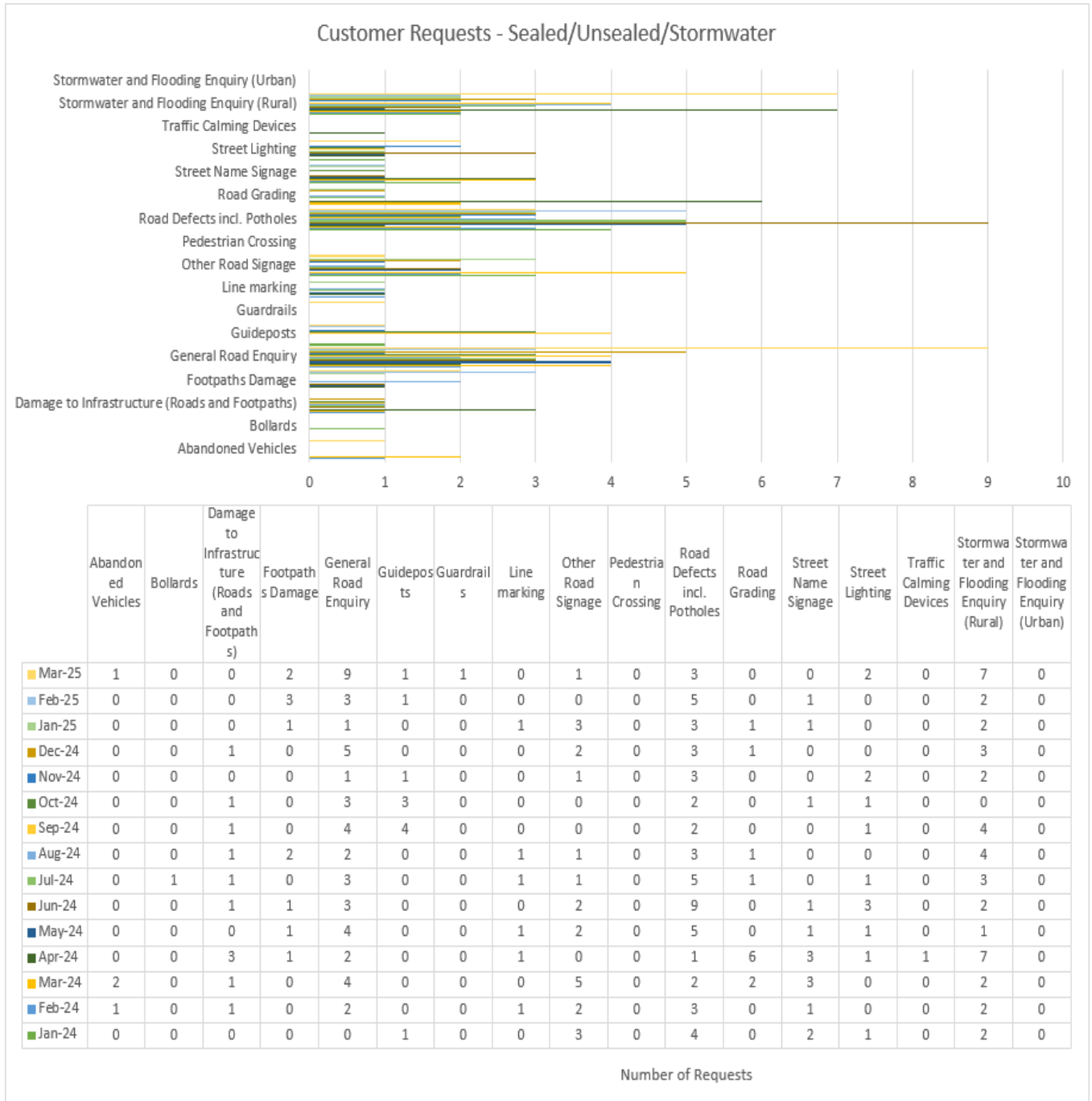


11.7 ROADS AND STORMWATER -DAVID REARDON, MANAGER



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

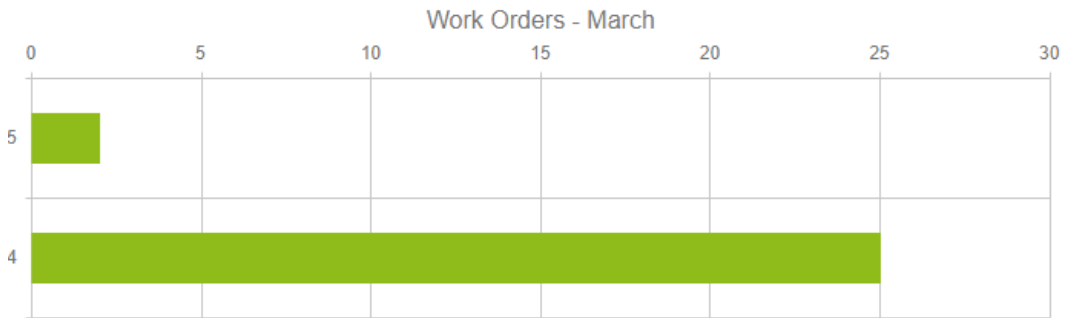
CRM's



Road Maintenance and Repairs

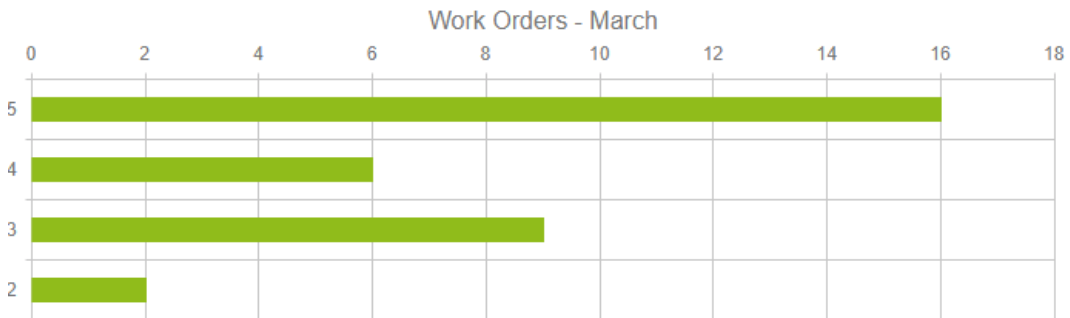
Priority 1	Urgent - 1 Day
Priority 2	Important- 6 Weeks
Priority 3	Required - 16 Weeks
Priority 4	Maintenance - 26 Weeks
Priority 5	Monitor - 52 Weeks

Unsealed Road Crew



- Grading on Inala Road, Nugent Road, Mill Road, Valleyfield Road, Gillingbrook Road, Tangari Road, Alomes Road, Payeena Street, Talantee Street, Heatherbell Road, and Kannah Street.
- Potholing on Curlew Street, Montagu Street, Franklin Street, Matthews Road, Woodside Road, Lourah Street, Kannah Street, Rosendale Road, Lagoon Road, Parker Street, River Street, and Church Street.
- Pump Out Culvert on Kellevie Road.
- Tree Trimming on North Street.

Sealed Road Crew



- Potholes at Spirea Street, Nugent Road, Valleyfield Road, Quarry Road, Okines Road, Robinia Street, Susans Bay Road, Kookaburra Street, Wedgetail Street, Kestrel Street, Sonya Court, Grevillea Street, and Meethenar Street.
- Shoulders on Penna Road, Delmore Road, White Hill Road, and Tamarix Road.



AGENDA

ORDINARY COUNCIL MEETING
15 APRIL 2025

- Edge Breaks on Penna Road, Tamarix Road, and Primrose Sands Road.
- Crock Cracking on Brown Hawk Road.
- Tree Trimming on Carlton River Road.
- Clear Debris on Old Forcett Road and Riviera Drive.

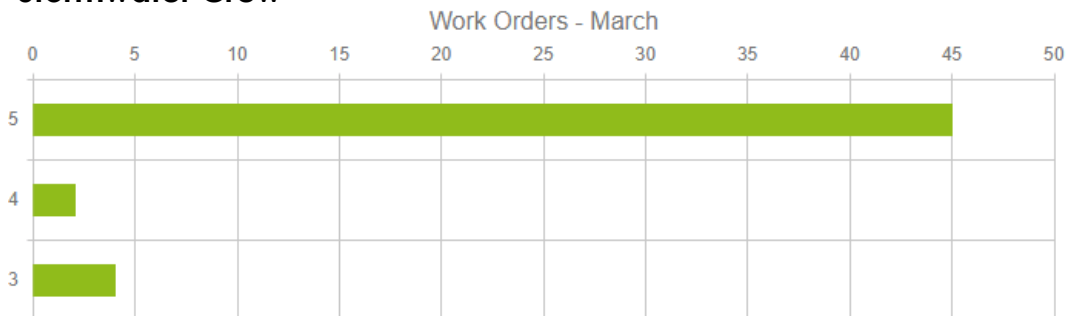
Inspections carried out

- Primrose Sands Roads
- Major Roads

Roadside Furniture

- Signs at CAC Car Park, Gatehouse Drive, Carlton River Road, Henry Street, Mercer Court, and Nerine Street.
- Pedestrian Hoops on Carlton Beach Road.

Stormwater Crew



- Clean Drains at Penna Road, Thagenna Road, Kookaburra Street, Reardons Road, Fulham Road, Carlton Beach Road, Pendell Drive, Meethenar Street, Wolstenholme Drive, Shark Point Road, Arthur Street, Parsonage Place, and Valleyfield Road.
- Vegetation control on Weston Hill Road, Falcon Street, Imlay Street, Church Street, Stadium Entrance, Carlton Bluff Road, Grevillea Street, Boobyalla Street, Linden Road, Mary Street, Thagenna Road, Tanya Place, Penna Road, Franklin Street, Gully Road, Wattle Road, Spoonbill Loop, Lewisham Scenic Drive, Whitelea Court, and Tiger Head Road.
- Culvert Guidepost on Nugent Road.
- Clean Outfalls on Carlton River Road.
- Routing in Zone 1, 2, and 3.
- GPT Inspections in Zone 1, 2, and 3.
- Camera Richards Avenue.

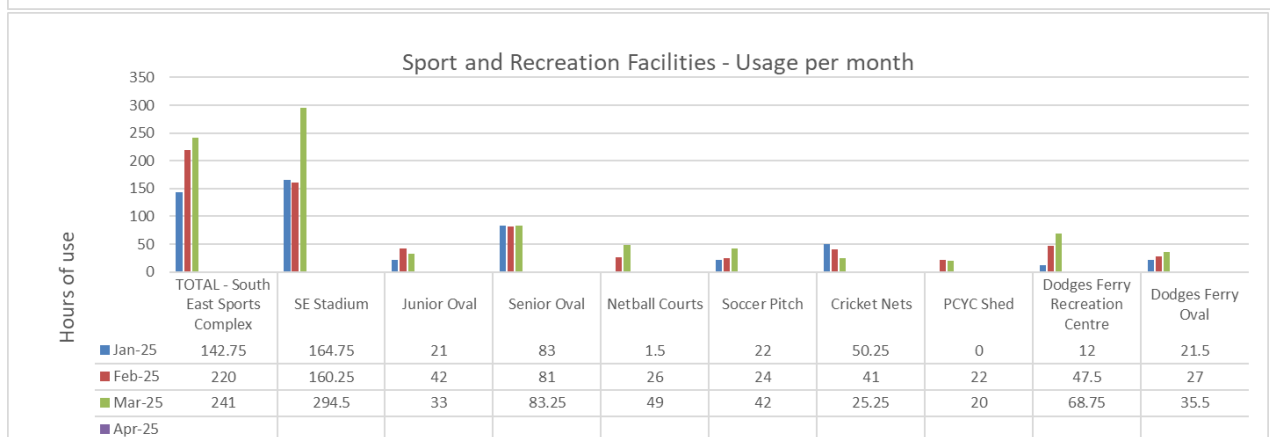
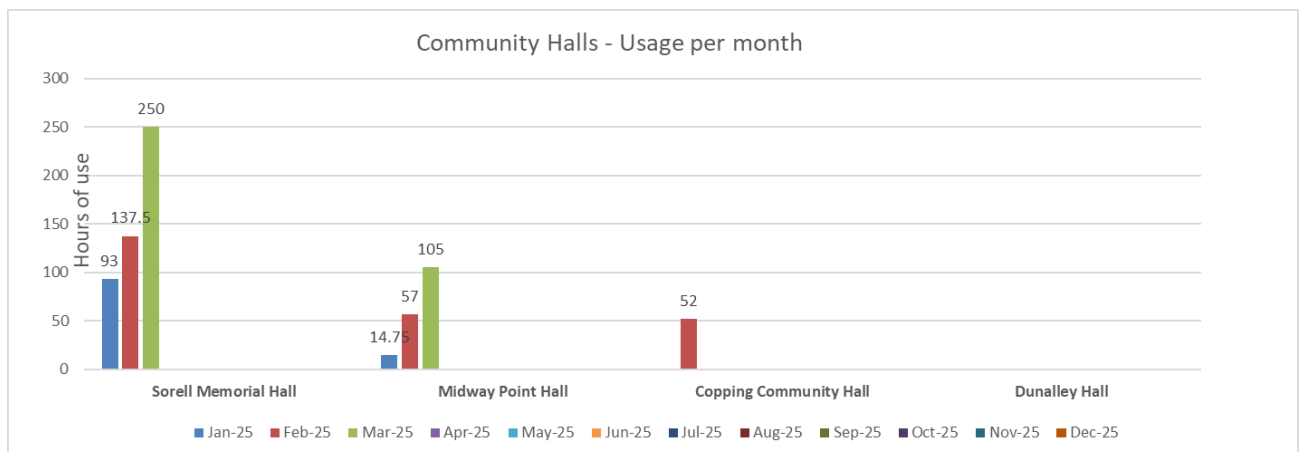
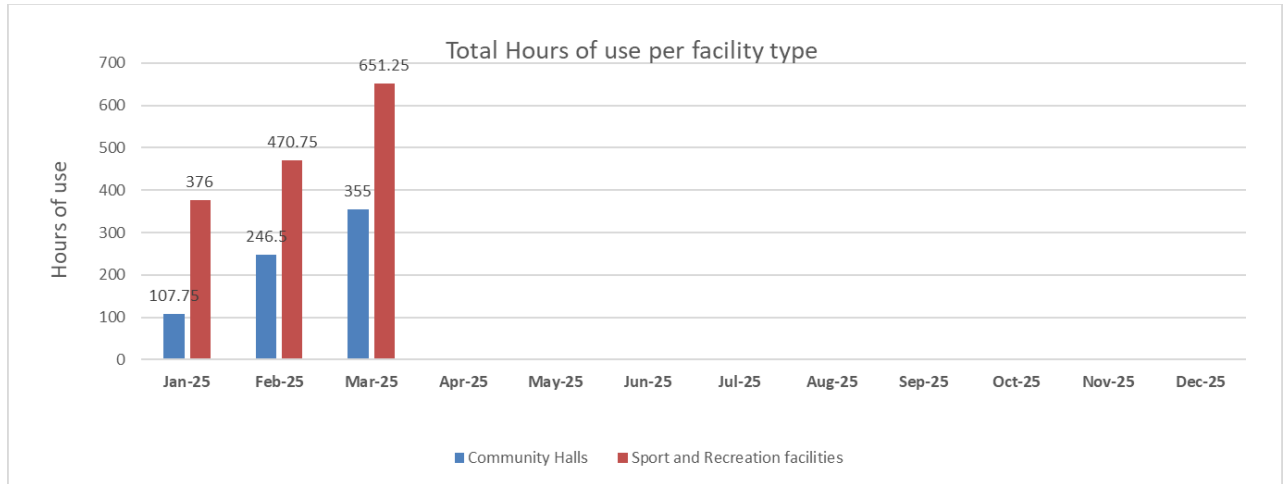


11.8

FACILITIES AND RECREATION – BEN BUCKLAND, MANAGER

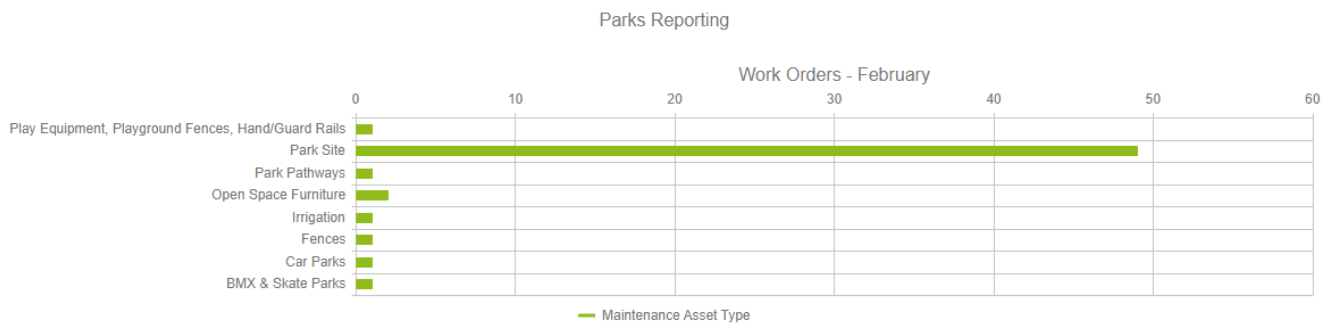


FACILITY USAGE



LAND IMPROVEMENTS

- Tree work – Various locations
- Ongoing mowing and maintenance for Parks, Reserves and Walkways.
- CRM's.
- Install bin and bin surrounds at Cricket nets Pembroke Park
- Replace bike rack Pioneer Park
- Repair irrigation under footpath, garden bed Rural Solutions
- Install master valve on Senior Oval irrigation
- Repair damaged gate Sweetwater Park



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



12.0 PETITIONS STILL BEING ACTIONED



Petition	Tabled at Council Meeting	Status
Withdrawal of the Blue Lagoon Draft Management Plan	18 th July 2023 ordinary Council meeting – S.58(2) LGA 1993.	<p>Council laid the matter on the table for further consultancy on review and options assessment for stormwater management at Blue Lagoon. Variation to the operating budget approved at August 2023 Council meeting to facilitate this - \$50k.</p> <p>Final consultant reports received April 2024.</p> <p>Council staff continue to progress matters with Red Handfish research team (NHRT) in first instance through exchange of consultant reports, development of an interim water level management SOP and ongoing engagement prior to determining further actions.</p> <p>Exchange of all project materials expanded to relevant state and federal agencies.</p> <p>Engagement with NRM EAG has also occurred.</p> <p>Alternative permanent outfall design exiting at Boat Ramp underway. Detailed LIDAR survey and tidal level data indicate drain grade and tidal inundation limitations. Alternate approaches being investigated between Council and consultant.</p>

13.0 PETITIONS RECEIVED



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

14.0 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 14 on this agenda, inclusive of any supplementary items.

14.1 SORELL PLANNING AUTHORITY MINUTES



RECOMMENDATION

"That the minutes of the Sorell Planning Authority ("SPA") Meetings of 1st and 8th April 2025 be noted."

15.0 GOVERNANCE



15.1 CLOSED-CIRCUIT TELEVISION (CCTV) POLICY

RECOMMENDATION

"That Council resolve to endorse the Closed-Circuit Television (CCTV) Policy."

Introduction

This report provides an overview of the key considerations and implications associated with the implementation of the Closed-Circuit Television (CCTV) Policy. The primary goal of this policy is to enhance public safety, deter crime, support law enforcement, and ensure compliance with privacy and data protection laws. This policy aligns with the broader Council objectives to create a safe and secure environment for residents, visitors, and employees. The report addresses the strategic, operational, and statutory aspects of the policy and the implications for asset and risk management, community relations, and compliance.

Background

Sorell Council has adopted CCTV technology to improve public safety, prevent crime, and support regulatory enforcement. The use of CCTV systems has proven effective in deterring anti-social behaviour, enhancing public safety, and aiding criminal investigations. This policy establishes



guidelines for the lawful and transparent operation of CCTV systems within the municipality, ensuring their use aligns with legal and ethical standards. Council aims to provide a safer environment for residents and visitors while balancing the need for surveillance with the protection of privacy rights.

Strategic plan

To Facilitate Regional Growth

Responsible Stewardship and a Sustainable Organisation

To ensure a Liveable and Inclusive Community

Increased Community Confidence in Council

Annual plan

Council's annual plan will include provisions for the installation, maintenance, and ongoing operation of CCTV systems. This includes regular updates to the systems to ensure they are operating efficiently and in compliance with evolving technological and regulatory standards. Council will allocate necessary resources in the annual budget to cover the costs of system upgrades, maintenance, and training for staff. The effectiveness of the CCTV systems will be assessed periodically through feedback from the community and law enforcement agencies.

Policy implications

The CCTV Policy will directly impact various areas of the Council's operations.

Key implications include:

Public Safety: The deployment of CCTV will contribute to enhancing public safety by providing real-time surveillance and deterrence of criminal activity.

Privacy: The policy includes provisions to ensure that CCTV footage is handled in compliance with privacy laws, limiting access to authorised personnel and ensuring secure storage.

Compliance: The CCTV systems will be used in full compliance with relevant privacy, data protection, and public access laws to mitigate any legal risks.



AGENDA

ORDINARY COUNCIL MEETING

15 APRIL 2025

Environmental implications

NIL

Asset management implications

CCTV systems represent a significant Council asset that requires ongoing management.

Key asset management considerations include:

Procurement and Installation: Systems will be procured based on their durability, functionality, and alignment with Council's long-term security objectives.

Maintenance: Regular servicing, monitoring, and software updates will ensure that systems remain operational. The *Manager Infrastructure & Assets* will oversee the maintenance schedules.

Lifecycle Management: Council will establish a lifecycle management strategy to ensure the timely replacement and upgrading of CCTV systems, considering the technological advancements and emerging security threats.

Risk management implications

Effective risk management is crucial to mitigate potential risks associated with CCTV operations.

Key risks include:

Privacy Breaches: The policy establishes strict access controls to mitigate risks of unauthorised access to CCTV footage.

Cybersecurity: To protect the footage from cyber threats, the Council will implement encryption and robust security measures.

Operational Failures: Regular checks, maintenance, and contingency plans will minimise the risk of system malfunctions or failures.



Reputational Risks: Public concerns about over-surveillance will be addressed through transparency, clear signage, and regular communication with the community.

Community implications

The introduction of CCTV systems will have several implications for the Sorell community:

Enhanced Safety: CCTV systems will improve safety in public areas, deterring crime and supporting emergency response efforts.

Transparency and Trust: To address potential privacy concerns, Council will make the CCTV Policy publicly available and ensure clear signage is in place to inform the public about surveillance practices.

Community Engagement: Council will encourage community feedback on CCTV deployment and address any concerns raised by residents. This engagement will foster a sense of trust and ensure that CCTV is deployed effectively in areas of greatest need.

Statutory implications

The implementation of the CCTV Policy must comply with several statutory obligations, including:

Privacy and Data Protection: Compliance with the *Privacy Act 1988 (Cth)* and the *Personal Information Protection Act 2004 (TAS)* ensures that personal data captured through CCTV is handled in accordance with privacy laws.

Freedom of Information: The *Right to Information Act 2009 (TAS)* and *Freedom of Information Act 1982 (Cth)* govern requests for CCTV footage, ensuring that footage is disclosed only under specific conditions, such as for law enforcement purposes.

Evidence Legislation: CCTV footage may be used as evidence in criminal investigations, requiring compliance with the *Evidence Act 2001 (TAS)* to ensure admissibility.



Workplace Health and Safety: The installation and maintenance of CCTV systems will adhere to *Work Health and Safety Act 2012 (TAS)*, ensuring the safety of those involved in system installation and maintenance.

Report

This report outlines the strategic, operational, and statutory aspects of the CCTV Policy for Council. The policy aims to enhance public safety and support law enforcement while ensuring compliance with privacy and data protection laws. By providing clear guidelines for the use of CCTV systems, Council ensures that surveillance activities are transparent, effective, and aligned with community expectations.

The key elements of the CCTV Policy include:

Public Safety: CCTV systems will be deployed in high-traffic or high-risk areas to deter crime and improve safety.

Privacy and Compliance: All personal data captured by CCTV will be managed in accordance with privacy regulations, ensuring access is restricted to authorised personnel.

Asset Management: A comprehensive strategy for the procurement, maintenance, and lifecycle management of CCTV assets ensure systems remain effective and efficient.

Community Trust: The Council will foster trust through transparency, community engagement, and adherence to legal frameworks.

Risk Management: Comprehensive risk management strategies will address potential issues related to privacy, security, operational reliability, and reputational risks.

In conclusion, the CCTV Policy supports Council's commitment to creating a safe environment for all residents and visitors. The policy ensures that CCTV systems are used in a manner that respects privacy, complies with relevant legislation, and contributes to public safety. Regular reviews and updates will ensure the ongoing effectiveness of the policy and its alignment with evolving community and technological needs.



Oliver Strickland
DEVELOPMENT OFFICER RISK AND STRATEGY

Attachments: (7) pages



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025



CLOSED-CIRCUIT TELEVISION (CCTV) POLICY

TITLE	CLOSED-CIRCUIT TELEVISION (CCTV) POLICY
RESPONSIBLE DEPARTMENTS	Infrastructure & Asset and Community Relations
APPROVED BY COUNCIL	TBC
RESOLUTION NO	
AMENDED ON	21/03/2025
RESOLUTION NO	___/____
REVIEW DATE	2028



CONTENTS

1. PURPOSE	5
2. SCOPE	5
3. BACKGROUND AND OBJECTIVES	5
4. RESPONSIBILITIES	5
4.1 General Responsibilities	5
4.2 Data Control	5
4.3 Operations and Maintenance	6
5. FOOTAGE ACCESS, REQUESTS, AND REPORTING OF CRIMINAL ACTIVITY	6
5.1 Reporting Criminal Activity	6
5.2 Accessing Footage	6
6. PLACEMENT AND USE OF CCTV	6
7. TRAINING AND AWARENESS	7
8. DATA PROTECTION AND PRIVACY	7
9. MONITORING AND REVIEW	7
10. BODY-WORN VIDEO CAMERAS (BWVCS)	7
11. DISPUTE RESOLUTION	7



KEY TERMS	
Term	Meaning
Applicable Legislation	<p>All legislation in connection with the carrying out of work or the Workplace including:</p> <ul style="list-style-type: none"> • <i>Fair Work Act 2009</i> (Federal) • <i>Listening Devices Act 1991</i> (Federal) • <i>Local Government Act 1993</i> (TAS) • <i>Privacy Act (1988)</i> (Federal) • <i>Personal Information Protection Act 2004</i> (TAS) • <i>Work Health & Safety Act 2012</i> (TAS) • <i>Human Rights Act 2004</i> • <i>Sorell Council Enforcement Policy</i>
CCTV System	A closed-circuit television system consisting of cameras, viewing monitors and recording devices (NVR).
Infringing Workplace Behaviour	Any act or omission, which amounts to a breach of any Council policy, contractual obligation or misconduct at common law.
Manager/Supervisor	A person at the Workplace who is appointed to a position that has management/supervisory responsibilities for others or their appropriately nominated or authorised delegate.
Nominated Council Delegate	[#Insert position or refer to delegated authority manual (or equivalent) #]
Other Persons at the Workplace	Any person, other than a Councillor, at the Workplace who is not a Worker including visitors and ratepayers.
Personal Information	This includes information that is recorded in any form about an individual whose identity is transparent or can be reasonably ascertained from the information and includes any still or moving images of an individual, written information or a voice recording.
Policy	This Surveillance Policy including the 'Application and Authority'.
Pro-active CCTV	Footage is monitored live, for example by the police or a security unit. This footage may or may not be recorded.
Re-active CCTV	Involves recording and storing the footage captured by the camera for viewing at a later date, if required. Re-active CCTV is the most common form used, as it is less resource-intensive, and the footage can be re-watched multiple times.
Surveillance	The observation and recording of the activities of Workers and Other Persons at the Workplace by any means set out in this Policy, with or without the use of a Surveillance device.



Worker	<p>A person, other than a Councillor, who carries out work in any capacity for Council, including work as:</p> <ul style="list-style-type: none"> (a) an Employee; (b) a contractor or subcontractor; (a) an employee of a contractor or subcontractor; (b) an employee of a labour hire company who has been assigned to work at Council; (c) an outworker; (d) an apprentice or trainee; (e) a student gaining work experience; or a volunteer.
--------	--



1. PURPOSE

The purpose of this CCTV Policy is to ensure the effective, lawful, and transparent use of Closed-Circuit Television (CCTV) systems operated by Council in public areas. The policy aims to:

- Enhance public safety.
- Protect public property.
- Support law enforcement efforts.
- Ensure compliance with privacy and data protection regulations.

This policy aligns with the use of Body-Worn Video Cameras (BWVCs) by Council compliance officers and other surveillance systems in place to ensure consistency in approach.

2. SCOPE

This policy applies to all CCTV systems owned, operated, or managed by Sorell Council, including those installed in public spaces, Council buildings, facilities, and other locations deemed necessary for security and safety purposes.

3. BACKGROUND AND OBJECTIVES

Council has adopted CCTV technology across the municipality to enhance safety, reduce crime, and improve regulatory enforcement.

The policy's objectives, in partnership with Tasmania Police, include:

- Deterrence of crime and anti-social behaviour.
- Support for criminal investigations and law enforcement.
- Enhancement of safety for residents, visitors, and employees.
- Protection of public property and assets.
- Regulatory enforcement and compliance monitoring.
- Compliance with privacy and data protection legislation.

4. RESPONSIBILITIES

4.1 General Responsibilities

Sorell Council is responsible for the oversight, management, and operation of CCTV systems.

CCTV systems will be used only for the purposes specified in this policy, in compliance with applicable laws and regulations.

4.2 Data Control

Access to CCTV footage will be restricted to authorized personnel for official purposes only.

Council's *Records Officer* (Department of Community Relations) shall serve as the Data Controller, ensuring compliance with data protection laws concerning the collection, storage, retention, and disposal of CCTV data.

4.3 Operations and Maintenance

Council's *Manager Infrastructure & Assets* is responsible for the installation, maintenance, and replacement of CCTV systems.

All personnel authorized to operate or monitor CCTV systems must receive appropriate training on CCTV operation, data handling, and privacy requirements.

5. FOOTAGE ACCESS, REQUESTS, AND REPORTING OF CRIMINAL ACTIVITY

5.1 Reporting Criminal Activity

Any criminal offence or suspicious activity should be reported immediately to Tasmania Police by Council staff.

Employees who identify criminal damage/activity at Council properties should report it to Police and request an Evidence Share Request link via:
CCTVrequests@sorell.tas.gov.au.

5.2 Accessing Footage

CCTV footage may be requested under the following conditions:

- By authorized Council staff involved in law enforcement or regulatory compliance.
- By Tasmania Police with an Evidence Share Request.

Note: Council does not provide CCTV footage to the public or make it publicly available.

6. PLACEMENT AND USE OF CCTV

CCTV cameras will be installed only in public areas where there is a documented need for security and safety.

Privacy Impact Assessments (PIAs) will be conducted before the installation of any new CCTV systems to ensure proportionality and necessity.

Signage indicating CCTV surveillance will be clearly displayed in areas under surveillance.

7. TRAINING AND AWARENESS

Council Staff involved in CCTV operations will receive regular training on their responsibilities under this policy, data protection, and ethical surveillance practices. This policy will be made publicly available on Council's official website to ensure transparency and accountability.

8. DATA PROTECTION AND PRIVACY

All personal data collected via CCTV must comply with data protection laws, including:

Archives Act 1983 (TAS)
Privacy Act 1988 (Cth)
Personal Information Protection Act 2004 (TAS)
Right to Information Act 2009 (TAS)

Personal information captured by CCTV shall not be disclosed publicly unless required for law enforcement purposes or permitted by law.

9. MONITORING AND REVIEW

The effectiveness and compliance of this policy will be periodically reviewed by the Designated Officer/Department.

Any incidents, complaints, or breaches will be investigated promptly, with corrective actions taken as necessary.

10. BODY-WORN VIDEO CAMERAS (BWVCS)

Body-Worn Cameras (BWVCs) may be used by Council staff as part of their regulatory and enforcement duties.

For details, refer to the *Body-Worn Video Camera Policy*.

Both CCTV systems and BWVCs shall be used in compliance with this policy, ensuring consistency in data protection and privacy principles.

11. DISPUTE RESOLUTION

Disputes regarding CCTV use or footage access will be managed in accordance with Council's *Issue Resolution Policy*, and *Complaint Resolution Policy*.



Robert Higgins

General Manager

15.2 BODY-WORN VIDEO CAMERA (BWVC) POLICY

RECOMMENDATION

"That Council resolve to endorse the Body-Worn Video Camera (BWVC) Policy."

Introduction

This report outlines the key aspects of the *Body-Worn Video Camera (BWVC) Policy* for compliance officers of Sorell Council. The purpose of the policy is to provide clear guidance on the lawful, ethical, and accountable use of BWVCs. It ensures compliance with relevant privacy and data protection legislation while supporting the efficient enforcement of local laws. This policy complements Council's *CCTV Policy*, which governs the use of fixed surveillance equipment in public spaces.

Background

Sorell Council has implemented the use of BWVCs by compliance officers as part of their official duties, including the enforcement of local laws, investigations, inspections, and documentation of events for legal purposes. The BWVCs serve to enhance officer safety, ensure transparency during interactions, and provide evidence in the enforcement of regulations. This policy ensures that the use of BWVCs complies with both state and federal legislation, maintaining high standards of privacy protection and accountability.

Strategic plan

To Facilitate Regional Growth
Responsible Stewardship and a Sustainable Organisation
To ensure a Liveable and Inclusive Community
Increased Community Confidence in Council

Annual plan

Council's annual plan will include provisions for the ongoing procurement, training, maintenance, and operation of BWVC systems. This includes ensuring that all compliance officers are properly trained in the lawful and ethical use of BWVCs. Budget allocations will cover the cost of technology



updates, training, and compliance monitoring. The effectiveness of the policy will be reviewed annually to ensure that it continues to meet operational, legal, and community expectations.

Policy implications

The BWVC Policy has the following key implications:

Operational Efficiency: The policy ensures that BWVCs are used to document compliance officers' interactions with the public, improving the efficiency of enforcement and providing an additional layer of transparency and accountability.

Privacy and Data Protection: Personal data captured through BWVCs must be handled in accordance with privacy laws, including the *Personal Information Protection Act 2004 (TAS)* and the *Privacy Act 1988 (Cth)*.

Compliance: The policy ensures that the use of BWVCs complies with relevant legislative frameworks, including the *Surveillance Devices Act 2007 (Tas)* and the *Telecommunications (Interception and Access) Act 1979 (Cth)*, ensuring that recordings are justified, proportionate, and lawful.

Environmental implications

NIL

Asset management implications

The BWVCs are a key asset for the Council's compliance officers, and their management includes the following considerations:

Procurement and Installation: The BWVCs will be procured based on their technical reliability and suitability for field use. This includes ensuring they are durable, easy to operate, and secure.

Maintenance: The systems will be maintained on a regular basis, including software updates, training for staff, and the replacement of equipment as necessary.

Lifecycle Management: The BWVCs will be managed according to asset management protocols, with clear schedules for upgrades and



replacement. Any malfunctioning equipment will be promptly addressed to maintain operational efficiency.

Risk management implications

Risk management is an essential part of the BWVC Policy. Key risks include:

Privacy Violations: To mitigate the risk of privacy breaches, the policy mandates that all footage is collected, stored, and accessed in compliance with privacy legislation. Officers must notify individuals when they are being recorded unless doing so would impede their duties.

Data Security: The Council will implement strict data storage protocols to ensure that footage is securely stored, and that access is restricted to authorized personnel only.

Misuse of Equipment: The policy outlines clear accountability mechanisms for compliance officers, including documentation of the reasons for recording and disciplinary actions for any misuse of the equipment.

Community implications

The BWVC Policy has significant implications for the community:

Increased Transparency: The use of BWVCs will enhance transparency by providing clear, objective records of interactions between compliance officers and members of the public. This fosters public trust and accountability.

Privacy Protection: By ensuring that footage is collected only when necessary and that individuals are notified of recordings, the policy balances the need for surveillance with respect for privacy.

Public Engagement: The community will be informed about the policy through public communication channels. Clear signage and verbal notification will be provided during interactions involving BWVC recordings.

Statutory implications

The BWVC Policy complies with several statutory obligations:



Privacy and Data Protection: The policy adheres to the *Privacy Act 1988 (Cth)* and the *Personal Information Protection Act 2004 (TAS)*, ensuring that all personal data captured is collected, stored, and accessed in accordance with the law.

Surveillance Legislation: The use of BWVCs complies with the *Surveillance Devices Act 2007 (Tas)* and other relevant legislation, ensuring that recordings are made lawfully, and that individuals' privacy rights are protected.

Record Retention: The policy establishes clear guidelines for the retention, storage, and destruction of footage in line with the *Tasmanian Archives and Heritage Office (TAHO)* guidelines, ensuring compliance with the *Public Records Act 2002 (Tas)*.

Report

In summary, the Policy provides Sorell Council with a framework for the lawful, ethical, and transparent use of BWVCs by compliance officers. The policy ensures that all recordings made by compliance officers are in accordance with state and federal legislation, including privacy protection and data management standards. The key objectives of the policy are to:

Enhance Transparency and Accountability: The use of BWVCs will provide objective records of compliance officers' interactions with the public, improving trust in regulatory enforcement.

Ensure Privacy and Data Protection: Personal data captured through BWVCs will be securely stored and only accessible to authorized personnel in accordance with privacy laws.

Support Operational Effectiveness: The BWVCs will improve the efficiency of enforcement activities and ensure that all interactions are documented for legal and evidentiary purposes.

This policy integrates with the Council's CCTV Policy and other surveillance practices to ensure a consistent and lawful approach to surveillance. Council will regularly review the policy to ensure that it remains compliant with legislation, technological advancements, and community expectations. The BWVC Policy reflects the Council's commitment to enhancing public safety while respecting individual privacy rights.



Oliver Strickland
DEVELOPMENT OFFICER RISK AND STRATEGY

Attachments: (11) pages



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025



BODY-WORN VIDEO CAMERA POLICY

TITLE	Body-worn Video Camera Policy
RESPONSIBLE DEPARTMENTS	Infrastructure & Asset and Community Relations
APPROVED BY COUNCIL	TBC
RESOLUTION NO	
AMENDED ON	21/03/2025
RESOLUTION NO	___/___
REVIEW DATE	2028

Document:
Body-Worn Video Camera Policy

Start Date:
DD Month 2025

Page Reference:
1



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

TABLE OF CONTENTS

1	AUTHORITY & APPLICATION	2
2	PURPOSE.....	6
3	COVERAGE	7
4	REQUIREMENTS.....	7

1 AUTHORITY & APPLICATION

Date of approval	25/01/2023
Source of approval	General Manager
Start date	25/01/2023
Related Council Documents	<p>This Policy should be considered in conjunction with the following policies and procedures:</p> <ul style="list-style-type: none"> • <i>Code of Conduct</i> • <i>Communications</i> • <i>CCTV</i> • <i>Disciplinary</i> • <i>Issue Resolution</i> • <i>Managing Performance</i> • <i>Workplace Behaviour</i>
Date of review	19/02/2025
Previous policies replaced by this Policy	N/A
Publication of Policy	Sorell Council Intranet, MagiaDocs

Document:
Body-Worn Video Camera Policy

Start Date:
DD Month 2025

Page Reference:
2



AGENDA

ORDINARY COUNCIL MEETING

15 APRIL 2025

Definitions	
<u>Term</u>	<u>Meaning</u>
Applicable Laws	<p>All laws in connection with the carrying out of work or the Workplace including:</p> <ul style="list-style-type: none"> • <i>Australian Human Rights Commission Act 1986 (Cth)</i> • <i>Local Government Act 1993 (TAS)</i> • <i>Personal Information Protection Act 2004 (TAS)</i> • <i>Privacy Act 1988 (Cth)</i> • <i>Public Records Act 2002 (TAS)</i> • <i>Surveillance Devices Act 2007 (TAS)</i> • <i>Telecommunications (Interception and Access) Act 1979 (Cth)</i>
Body-Worn Video Camera	A portable video recording device worn on the body by a compliance officer to capture audio-visual footage during their official duties.
CCTV	Closed-Circuit Television (CCTV) refers to a system of video surveillance using cameras placed in fixed locations to monitor and record activities in public or private spaces. CCTV systems transmit video signals to designated monitors or recording devices and are commonly used for security, safety, and regulatory enforcement purposes.
Compliance Officer	An employee or authorized individual working for Council responsible for enforcing local laws, regulations, and other compliance-related duties.
Council	Sorell Council
Data Access	The right to view or handle video footage or other records. Access is typically restricted to authorized personnel involved in the investigation or legal process.
Data Destruction	The process of securely eliminating or destroying video footage or other records after they are no longer needed or after the retention period has expired.

Document:
Body-Worn Video Camera Policy

Start Date:
DD Month 2025

Page Reference:
3



Disclosure	The release of video footage or personal information to third parties, typically for legal, regulatory, or authorized purposes.
Evidentiary Value	The relevance of video footage or other records in supporting or disproving a claim, typically in a legal or investigative context.
General Manager	The general manager of Council as appointed under section 61 of the <i>Local Government Act 1993</i> (TAS).
Infringing Workplace Behaviour	Any act or omission, which amounts to a breach of any Council policy, contractual obligation or misconduct at common law.
Other Persons at the Workplace	Any person at the Workplace who is not an Employee including visitors and ratepayers.
Personal Information	Information about an individual that can be used to identify them, such as name, image, voice, or other identifying characteristics captured through BWVCs.
Policy	This Policy including the 'Authority and Application'.
Records Management	The process of managing the creation, storage, retention, and destruction of records, ensuring compliance with legal and regulatory requirements.
Retention Period	The length of time that video footage or other records must be stored before being securely destroyed, as determined by legislation, regulation, or policy.
Video Footage	The visual and/or audio content captured by a body-worn video camera during an officer's duties, typically including interactions with individuals or events.
Training	Council will provide all persons covered by this Policy with appropriate training, so they are made aware of their responsibilities and obligations under the Policy.
Amendment	Council retains the sole discretion to reasonably vary, terminate or replace this Policy from time to time. Council will consult before amendments are made and will notify and train those the amendments apply to.

Document:
Body-Worn Video Camera Policy

Start Date:
DD Month 2025

Page Reference:
4



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

<p>Interpretation of Policy</p>	<p>(a) The singular includes the plural and vice versa.</p> <p>(b) A reference to any legislation includes all delegated legislation made under it and amendments, consolidations, replacements or re-enactments of any of them.</p> <p>(c) A reference to policy or procedure means any approved policies or procedures of Council unless otherwise stated.</p> <p>(d) 'Including' and similar expressions are not words of limitation.</p> <p>(e) A reference to a document (including this document) is to that document as amended, novated or replaced unless otherwise stated.</p> <p>(f) Where a word or expression is given a particular meaning, other parts of speech and grammatical forms of that word or expression have a corresponding meaning.</p> <p>(g) Examples used in this Policy are for illustrative purposes only and are not intended to be exhaustive.</p> <p>(h) Unless expressly provided for, this Policy is not in any way incorporated as part of any enterprise agreement and does not form part of any Employee's contract of employment and any applicable enterprise agreement or contract of employment will prevail over this Policy to the extent of any inconsistency.</p> <p>(i) It is not intended that this Policy impose any obligations on the Council or those covered by it that are unreasonable or contrary to the operation of Applicable Laws. Any obligation, direction, instruction or responsibility imposed by this Policy must be carried out in a manner that an objective third party would consider to be fair and reasonable taking into account and in the context of all the relevant Applicable Laws, operational and personal circumstances.</p> <p>Questions relating to the interpretation, application or enforcement of this Policy should be directed to a person's Manager/Supervisor.</p>
--	---

Document:
Body-Worn Video Camera Policy

Start Date:
DD Month 2025

Page Reference:
5



Reporting of Breaches	<p>Persons covered under paragraph 3 (Coverage) must reasonably report breaches of Infringing Workplace Behaviour as follows:</p> <p>For breaches by:</p> <ul style="list-style-type: none"> a) an Employee (other than the General Manager) the report must go to the reporting person's applicable Manager/Supervisor; and/or b) the General Manager the report must go to the Mayor (or if unavailable to the next appropriately delegated Councillor) and as otherwise required or permitted by Applicable Laws.
Breach of Policy	<p>Persons covered under paragraph 3 (Coverage) who engage in Infringing Workplace Behaviour may (as is appropriate and as applicable) be subject to appropriate disciplinary action in accordance with Disciplinary Policy and Procedure (Employees). Infringing Workplace Behaviour may also amount to breaches of Applicable Laws:</p> <ul style="list-style-type: none"> (a) exposing individuals to legal proceedings; and (b) making Council vicariously liable for the conduct of others.

2 PURPOSE

This policy outlines the use of body-worn video cameras (BWVCs) by compliance officers of Council.

The purpose of this policy is to

- a) provide clear guidance on the appropriate use of BWVCs,
- b) ensure privacy protection, and
- c) establish compliance with relevant Tasmanian and Australian federal legislation.

It ensures that compliance officers' use of BWVCs is lawful, ethical, and accountable.

This policy complements and integrates with the Local Government Authority CCTV Policy, which governs the use of fixed surveillance equipment, including public area CCTV monitoring.

Body-worn cameras serve a distinct purpose from static CCTV cameras, as they are used for personal, officer-specific recordings in the field, often documenting interactions that are not captured by fixed CCTV systems.

Document:
Body-Worn Video Camera Policy

Start Date:
DD Month 2025

Page Reference:
6



3 COVERAGE

This Policy and the associated Procedure applies to all Compliance Officers authorised to use BWVCs in the course of their official duties. This includes activities such as enforcement of local laws, investigations, inspections, and any other compliance-related functions.

It works in conjunction with Council's CCTV policy, which governs the use of fixed surveillance cameras in public spaces such as streets, parks, and other public areas.

4 REQUIREMENTS

4.1 Legislative and Regulatory Framework

The following legislation governs the use of BWVCs and CCTV by statutory authorities in Tasmania and Australia:

- (a) Tasmanian Legislation:
 - (i) *Surveillance Devices Act 2007 (Tas)*: Regulates the use of surveillance devices, including both BWVCs and CCTV cameras, ensuring that they are used in compliance with privacy rights.
 - (ii) *Personal Information Protection Act 2004 (Tas)*: Governs the collection, storage, and disclosure of personal information by public authorities.
 - (iii) *Local Government Act 1993 (Tas)*: Provides the framework within which local government authorities operate and includes provisions for compliance officers performing enforcement functions.
- (b) Australian Federal Legislation:
 - (i) *Privacy Act 1988 (Cth)*: Establishes privacy principles to protect personal information collected by Australian government agencies, including public sector organisations.
 - (ii) *Telecommunications (Interception and Access) Act 1979 (Cth)*: Governs the interception of communications, including the recording of video in public spaces.
 - (iii) *Australian Human Rights Commission Act 1986 (Cth)*: Protects individuals' right to privacy, including monitoring and surveillance, ensuring that any use of BWVCs and CCTV systems is justifiable and proportionate.

Document:
Body-Worn Video Camera Policy

Start Date:
DD Month 2025

Page Reference:
7



4.2 General Guidelines for the use of BWVCs

- (a) Authorisation:
 - (i) Compliance officers must be authorised by Council to use BWVCs. Officers must receive appropriate training on the lawful and ethical use of the equipment.
 - (ii) All use of BWVCs must follow Council's CCTV Policy, particularly where interactions may overlap with CCTV footage or public spaces being monitored.
- (b) Purpose of Use:
 - (i) BWVCs are for official purposes related to compliance functions such as enforcement, investigations, inspections, and documentation of events for legal purposes.
 - (ii) Recordings are permitted when deemed necessary for the safety of officers, others, or for the protection of evidence.
- (c) Notice of Recording:
 - (i) In compliance with the *Surveillance Devices Act 2007 (Tas)*, individuals must be informed when being recorded unless such notification would impede the officer's duties (e.g., in covert operations).
 - (ii) Officers must provide notice through verbal communication or visible signage prior to any recording.
- (d) Recording Limitations:
 - (i) BWVCs must not be used in private spaces or situations where there is a reasonable expectation of privacy, such as private homes or specific sensitive environments, unless authorized by law or with consent.
 - (ii) Recordings should be limited to what is necessary to fulfill the purpose of the officer's duties.

4.3 Integration with CCTV Policy

- (a) CCTV and BWVC Footage:
 - (i) Council's CCTV Policy applies to fixed surveillance equipment located in public spaces. BWVCs are designed for personal use by Compliance Officers and differ from the continuous monitoring provided by CCTV

Document:
Body-Worn Video Camera Policy

Start Date:
DD Month 2025

Page Reference:
8



systems. However, where an officer's use of BWVC captures footage that overlaps with public CCTV systems, the CCTV Policy governs how that footage may be integrated or cross-referenced.

(b) Data Management:

- (i) Both BWVC and CCTV data must be stored securely and in compliance with privacy and records management requirements. The CCTV Policy will apply to any footage captured via public CCTV, while this policy governs the storage and retention of body-worn video footage. Both types of footage must adhere to the retention periods and destruction protocols outlined by the Tasmanian Archives and Heritage Office (TAHO).

4.4 Data Management and Privacy

(a) Data Collection:

- (i) Personal information captured through BWVCs, including video footage, must be collected, stored, and disclosed in compliance with the *Personal Information Protection Act 2004 (Tas)* and the *Privacy Act 1988 (Cth)*.
- (ii) Compliance Officers must ensure data collected is relevant, accurate, and necessary for official duties, with both BWVC and CCTV footage treated with the same privacy considerations.

(b) Data Storage:

- (i) Video footage must be securely stored, and access must be restricted to authorised personnel.

(A) Retention Periods:

- (1) In line with Tasmanian Archives and Heritage Office (TAHO) guidelines, footage must be retained for a minimum of five (5) years from the date of recording, unless otherwise required by law, regulation, or court order.
- (2) Any overlap with CCTV footage in public spaces should adhere to the same retention policies.
- (3) After five years, recordings should be reviewed for relevance to ongoing investigations or legal matters. If footage is no longer needed, it must be securely destroyed. This applies equally to BWVC footage and CCTV footage.

Document:
Body-Worn Video Camera Policy

Start Date:
DD Month 2025

Page Reference:
9



- (4) For recordings with evidentiary or archival value, retention may extend beyond the standard five years with appropriate authorization and documentation.

(c) Data Access and Disclosure

- (i) Recordings may only be accessed by authorized personnel involved in investigations or legal proceedings.
- (ii) Recordings may be disclosed to third parties only when required by law or if consent is given by the individuals recorded, except in cases where an exemption applies under privacy laws.

(d) Data Destruction:

- (i) Once the retention period has expired or footage is deemed unnecessary, video footage must be securely destroyed in accordance with TAHO guidelines and the *Public Records Act 2002 (Tas)*.

4.5 Compliance and Accountability

(a) Oversight:

- (i) Council must implement internal mechanisms to monitor compliance with this policy, ensuring that BWVCs are used appropriately and in accordance with all applicable laws.
- (ii) Compliance officers' use of BWVCs will be subject to periodic audits.

(b) Accountability:

- (i) Compliance officers must document the reason for using a BWVC in any situation where it is used to record. This documentation must include details of the circumstances and purpose of the recording.
- (ii) Misuse or breach of this policy will be subject to disciplinary action according to the relevant employment policies and procedures.

4.6 Ethical Considerations

(a) Respect for Individuals:

- (i) Compliance officers must ensure that BWVCs are used in a manner that respects the dignity and rights of individuals. Cameras must not be used to intimidate, harass, or discriminate against people.

Document:
Body-Worn Video Camera Policy

Start Date:
DD Month 2025

Page Reference:
10



- (b) Minimal Intrusiveness:
- (i) The use of BWVCs must be proportionate to the situation and only used when necessary for fulfilling the officer's duties. Officers should avoid excessive or unnecessary recording.

4.7 Review and Revision

- (a) This policy will be reviewed annually to ensure it remains compliant with applicable legislation, best practices, and technological advancements. Any amendments or updates will be communicated to all compliance officers, and training will be provided as necessary to ensure adherence to the policy.



Robert Higgins

General Manager

Document:
Body-Worn Video Camera Policy

Start Date:
DD Month 2025

Page Reference:
11



15.3 DISPOSAL OF PUBLIC LAND – PART OF LEWISHAM SCENIC DRIVE ROAD RESERVE

RECOMMENDATION

"That Council resolve to dispose of public land - portion of Lewisham Scenic Drive Road Reserve, Lewisham - pursuant to Section 178 of the Local Government Act 1993."

Introduction

Council at their ordinary meeting on 21st January 2025 resolved to commence the statutory notification process regarding their intention to dispose of a portion of road reserve on Lewisham Scenic Drive, Lewisham. It is intended that the identified portion be sold and transferred to 93 Lewisham Scenic Drive, Lewisham.

The proposed land is a portion of road reserve of approximately 266sqm Lewisham Scenic Drive, Lewisham – Figure 1 & 2 below.

The purpose of this report is to seek Council resolution to authorise the General Manager to progress with the disposal process.



Figure 1: Subject Site



Figure 2: Proposed Land Transfer

Background

The adjoining property at 93 Lewisham Scenic Drive has been occupying the nominated area of road reserve for a number of decades. The owner has sought to purchase the affected nominated area.

Application 7.2024.23.1 – Boundary Adjustment was submitted and approved by Council acting as planning authority on 26 November 2024 which provides planning consent only.

Following the Council resolution in January 2025 the statutory notification process was carried out in March 2025 and resulted in no public submissions.

All costs associated with this process have been met by the owner including the mandated land valuation. The land portion has been valued at \$15,000.

Strategic plan

Previously address in Council agenda report of 21st January 2025

Annual plan

The matter is not inconsistent nor specifically contemplated by the Annual Plan.

Policy implications

No policies applicable to the disposal of Public or Council land.

Environmental implications

No environmental implications.

Asset management implications

The existing asset requires minimal routine maintenance and as it is unimproved land, there are no existing asset capital renewal requirements.

With any required works completed, the resulting road reserve boundary if approved would reflect the current fence line.

Risk management implications

The Act provides the statutory framework for a Council to consider and dispose of Public Land. Risks associated with this process are considered low and manageable.

Community implications

The land is considered to be Public Land as per Section 177A of the Act. The Act requires the General Manager to notify the public of Council's intention to sell Public Land. In particular to:

- *publish that intention on at least two separate occasions in a daily newspaper in the municipal area; and*
- *display a copy of the notice on any boundary of the public land; and*
- *notify the public that objection to the proposed lease may be made to the General Manager within 21 days of the date of the first publication.*

Sections 177 & 178 of the Act set forth the procedure for the sale or disposal of Public Land, as detailed below:-

177. Sale and disposal of land

(1) *A council may sell, lease, donate, exchange or otherwise dispose of land owned by it, other than public land, in accordance with this section.*

(2) *Before a council sells, leases, donates, exchanges or otherwise disposes of any land, it is to obtain a valuation of the land from the Valuer-General or a person who is qualified to practise as a land valuer under section 4 of the Land Valuers Act 2001 .*



AGENDA

ORDINARY COUNCIL MEETING
15 APRIL 2025

- (3) A council may sell –
 - (a) any land by auction or tender; or
 - (b) any specific land by any other method it approves.
- (4) A council may exchange land for other land –
 - (a) if the valuations of each land are comparable in value; or
 - (b) in any other case, as it considers appropriate.
- (5) A contract pursuant to this section for the sale, lease, donation, exchange or other disposal of land which is public land is of no effect.
- (6) A decision by a council under this section must be made by absolute majority.

177A. Public land

- (1) The following land owned by a council is public land:
 - (a) a public pier or public jetty;
 - (b) any land that provides health, recreation, amusement or sporting facilities for public use;
 - (c) any public park or garden;
 - (d) any land acquired under section 176 for the purpose of establishing or extending public land;
 - (e) any land shown on a subdivision plan as public open space that is acquired by a council under the Local Government (Building and Miscellaneous Provisions) Act 1993 ;
 - (f) any other land that the council determines is public land;
 - (g) any other prescribed land or class of land.
- (2) The general manager is to –
 - (a) keep lists or maps of all public land within the municipal area; and
 - (b) make the lists and maps available for public inspection at any time during normal business hours

178. Sale, exchange and disposal of public land

- (1) A council may sell, lease, donate, exchange or otherwise dispose of public land owned by it in accordance with this section.
- (2) Public land that is leased for any period by a council remains public land during that period.
- (3) A resolution of the council to sell, lease, donate, exchange or otherwise dispose of public land is to be passed by an absolute majority.
- (4) If a council intends to sell, lease, donate, exchange or otherwise dispose of public land, the general manager is to–
 - (a) publish that intention on at least 2 separate occasions in a daily newspaper circulating in the municipal area; and
 - (ab) display a copy of the notice on any boundary of the public land that abuts a highway; and
 - (b) notify the public that objection to the proposed sale, lease, donation, exchange or disposal may be made to the general manager within 21 days of the date of the first publication.

(5) *If the general manager does not receive any objection under subsection (4) and an appeal is not made under section 178A , the council may sell, lease, donate, exchange or otherwise dispose of public land in accordance with its intention as published under subsection (4) .*

(6) *The council must –*

(a) *consider any objection lodged; and*

(b) *by notice in writing within 7 days after making a decision to take or not to take any action under this section, advise any person who lodged an objection of –*

(i) *that decision; and*

(ii) *the right to appeal against that decision under section 178A*

(7) *The council must not decide to take any action under this section if –*

(a) *any objection lodged under this section is being considered;*
or

(b) *an appeal made under section 178A has not yet been determined; or*

(c) *the Appeal Tribunal has made a determination under section 178B(b) or (c) .*

(8) *.....*

Statutory implications

As per Section 178 of the Local Government Act 1993, stated above.

Report

The identified Council road reserve portion is zoned Low Density Residential under the Tasmanian Planning Scheme.

There has been substantial consultation between the owner since May 2024 to reach this point in the process.

It is not considered there will be any negative impacts to the public resulting from the proposed transfer.

Consent is sought from Council to authorise the General Manager to progress with the disposal and transfer process.

Robert Higgins
GENERAL MANAGER



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

15.4 COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY – PROPOSED RULE CHANGE

RECOMMENDATION

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

Introduction

At its meeting on 23 May 2024, the Authority approved, by special resolution, its intention to amend the Rules. The relevant extract from the meeting minutes is attached for reference (Attachment 1 - below).

Since then:

- all Participating Councils approved, by special resolution, advertising the proposed amendments. Thanks are extended to Participating Councils for the efficiency with which Councils addressed the matter;
- the proposed amendments were advertised, and no comments were received; and
- the Authority approved, by special resolution, the proposed amendments as advertised. The relevant extract from the draft meeting minutes is attached for reference (Attachment 2 - below).
- all Participating Councils approved the proposed amendments; and
- the proposed amended rules were certified by a legal practitioner and the CEO of the Nominating Council, Clarence City Council, in accordance with section 32(3) of the Local Government Act 1993 (Tas) (Act).

The purpose of this report is to progress the process of changing the Rules by seeking the approval of each Participating Council by resolution to the proposed certified amendments.



Attachment 1

Extract from the draft minutes of the general meeting of the Copping Refuse Disposal Site Authority held on 23 May 2024**6.6 Proposed Rule Changes SPECIAL RESOLUTION**

The Secretary summarised the background to the proposed Rule change. The Authority noted that the proposed changes offered flexibility to appoint a Board Secretary separate from the Authority Secretary, however this would be an option not mandatory. The Authority retained discretion to approve or decline a request from the Board of Southern Waste Solutions on its merits.

The Secretary outlined the process, starting with the need for participating Councils to approve, by special resolution, the advertising of the proposed Rule changes. It was envisaged that the timeline for completion would be around February 2025.

DECISION

Moved: Cr Cordover

Seconded: Cr Knott

That the Authority:

- *approves by special resolution the proposal to amend the Rules of the Copping Refuse Disposal Site Joint Authority as outlined; and*
- *authorises the Secretary to do all things necessary to amend the Authority Rules accordingly.*

CARRIED UNANIMOUSLY

Attachment 2

Extract from the draft minutes of the general meeting of the Copping Refuse Disposal Site Authority held on 15 August 2024**6.5 Amendment to the Authority Rules – Role of the Secretary (special resolution)**

The Secretary summarised the history of the process for the most recent changes to the Rules. Ms Pillans noted that the amended Rules had been advertised, and that no comments had been received. The next step is for the Authority to approve the amended Rules by special resolution, after which Participating Councils will be asked to approve the changes.

The amendment is on track for completion in early calendar year 2025.

DECISION

Moved: Mayor Gatehouse

Seconded: Mr Stewart

That the Authority:

- *approves by special resolution the proposed amendments to the Rules of the Copping Refuse Disposal Site Joint Authority as outlined; and*
- *authorises the Secretary to do all things necessary to amend the Authority's Rules accordingly.*

CARRIED UNANIMOUSLY



Strategic plan

Not applicable for this Authority governance matter.

Annual plan

Not applicable for this Authority governance matter.

Policy implications

None applicable for this Authority governance matter.

Environmental implications

None applicable for this Authority governance matter.

Asset management implications

None applicable for this Authority governance matter.

Risk management implications

Limited application to this Authority governance matter as it seeks to defray potential operational risks within the Authority.

Community implications

None applicable for this Authority governance matter.

Statutory implications

None applicable for this Authority governance matter.

Report

The proposed amendments aim to provide flexibility within the Rules to permit the separation of the roles of Authority Secretary and the Board Secretary of Southern Waste Solutions. This involves a considerable number of changes throughout the Rules.

At the Authority's request, the proposed amendments retain safeguards for the Authority if it was to consider a proposal from the Board to separate the roles.

A copy of the Rules incorporating the proposed amendments has been certified and is attached separately (Attachment 4).

A summary of the process is provided below.



Step 1	<ul style="list-style-type: none"> A <u>special resolution</u> of the Authority's Participating Councils is required to approve advertising the proposed Rule change 	Special resolution passed by each Participating Council June 2024
	<ul style="list-style-type: none"> One Participating Council is to act as the 'Nominated Council' to perform the roles required under the Act to change the Rules 	Clarence City Council 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"> publish the complying notice in a local daily newspaper, display the complying notice at its premises for at least 21 days, provide a copy of the proposed amendments to the Director of Local Government, make the proposed amendments available for inspection or purchase at its public office. 	Occurred during July 2024
Step 3	<ul style="list-style-type: none"> After publication and any submissions are received, a general meeting of the Authority is convened to consider, and deal with, any submissions 	No submissions - Special resolution passed by Authority 15 August 2024
	<ul style="list-style-type: none"> Subject to any changes to the proposed amendments, Participating Councils approve the proposed amendments to the Rules by resolution 	Occurred during September – November 2025



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	Section 32(3) certifications received March 2025
Step 5	The certified, proposed Rules are provided to Participating Councils for formal adoption	The purpose of this paper
Step 6	Once approved, the amended Rules are to be certified (again) by a legal practitioner	Target date: May 2025
Step 7	<ul style="list-style-type: none"> A copy of the new Rules is provided to the Director, Local Government The final decision is to be advised to anyone who provided a submission on the proposed amendments <p>NOT REQUIRED – NO SUBMISSIONS RECEIVED</p>	Target date: May 2025
Step 8	The amendments come into effect.	Target: May 2025

Action now required from Participating Councils

Each Participating Council has been requested to arrange for its Council to vote on the proposed certified amendments to the Rules. To be valid, the wording of each resolution must be identical.

If Council wishes to amend or re-word the resolution, there are urgent timing and process implications for other Participating Councils that would need to be addressed.

Robert Higgins
GENERAL MANAGER

Attachments: (1) Table of proposed certified amendments to the Authority's Rules

16.0 INFRASTRUCTURE AND ASSETS

△
Nil reports.

17.0 COMMUNITY RELATIONS

△



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

17.1 COMMUNITY GRANTS PROGRAM

RECOMMENDATION

"That Council resolve to approve grant applications from Sorell Landcare, A Fairer World, Dunalley Fire Brigade, Sorell School for Seniors, Penna Landcare and Blaze Busters under the 2024-2025 Community Grants Program as per the following report."

Introduction

Through the Community Grants Program 2024-2025 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 2023 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



AGENDA

ORDINARY COUNCIL MEETING
15 APRIL 2025

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

Council received six Community Grant Applications from –

- A Fairer World – a request for \$1,820 towards a guest speaker and marketing for the Stories That Connect Us: A Hobart Human Library Community Reading project – Sorell Memorial Hall.
- Sorell Landcare – a request of \$712.50 towards the planting of native plants in and around Midway Point Esplanade Midway Point.
- Dunalley Volunteer Fire Brigade – a request for \$2,000 towards a built in BBQ for their outdoor space.
- Sorell School for Seniors – a request for \$1,500 towards a new computer to facilitate presentations and computer training for members.
- Penna Landcare Inc. – a request for \$1,869 towards fencing and planting of trees at Penna Beach.
- Blaze Busters Turnout 2025 – a request for \$2,000 towards a social gathering event for TFS volunteer brigade and family members to



AGENDA

ORDINARY COUNCIL MEETING
15 APRIL 2025

connect.

The applications were discussed by Council at their workshop on 1 April 2025. All Councillors were in attendance, aside from Deputy Mayor Wooley.

These applications are now presented to Council for approval.

Jo Cooper

Acting Manager Community Relations

Date: 7 April 2025.

18.0 FINANCE



18.1 EXECUTIVE SUMMARY – FINANCIAL REPORT MARCH 2025 YTD

RECOMMENDATION

"That the Executive Summary – FINANCIAL REPORT MARCH 2025 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 MARCH 2025 YEAR-TO-DATE

The operating surplus for the period ended 31 March 2025 of \$5.723m is above the budget of \$5.172m by \$551k. The main drivers of this position are:

- Recurrent income year to date is \$22.476m, and is above budget by \$6.6k.
- Operating expenses year to date are \$16.753m, which is below budget by \$545k.



AGENDA

ORDINARY COUNCIL MEETING
15 APRIL 2025

NOTES TO THE ACCOUNTS

1. RATES AND CHARGES

This category is above budget by \$39k to the end of March, with no significant variances noted.

2. STATUTORY FEES AND CHARGES

This category is above budget by \$5k to the end of March, with no significant variances noted.

3. USER FEES

This category is below budget by \$19k to the end of March. The following significant variances are noted:

- Engineering Inspections & Approval Fee is below budget by \$20k, as a result of activity being less than expected year to date.
- Fire Abatement charges are below budget by \$16k with charges to be processed in April.

4. GRANTS OPERATING

This category is on budget to the end of March.

Refer to attachment (g) Grants Operating and Capital Variance Analysis for a detailed explanation of the variances.

5. CONTRIBUTIONS RECEIVED

This category is below budget by \$48k to the end of March. The following significant variances are noted:

- Public Open Space Contributions is below budget by \$23k, as a result of activity being less than expected year to date.
- Contributions received other is below budget by \$25k. A contribution of \$25k (50%) was budgeted from Lady Gowrie Tasmania in relation to a kitchen upgrade at 17-19 Penna Road, Midway Point, however construction has been delayed. It is expected that works will be completed by end of June.

6. INTEREST

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



7. OTHER INCOME

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

8. INVESTMENT IN TASWATER

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

9. EMPLOYEE BENEFITS

Total employee benefits is below budget by \$77k to the end of February.

The following significant variance is noted:

- Temporary staff employed through agency is below budget by \$14k. The budget was for 228 hours of land improvements external support for the summer period. Council had difficulty securing persons for this specific requirement, which resulted in only 24 hours of support. Additionally, an unbudgeted amount of \$7k has been incurred in relation to a backfill position due to maternity leave in the finance department. Note an equivalent amount was budgeted under salaries.

10. MATERIALS AND SERVICES

Materials and services is \$568k below budget to the end of March.

The following significant variances are noted:

- Consultants other is below budget by \$171k, predominantly as a result of significant underspends to date in General Manager (\$35k), Engagement & Events (\$6k), Assets & GIS (\$21k), Engineering (\$51k), NRM (\$12k) and Environmental Health (\$41k).
 - General Manager underspends relate to delays in the progression of the Pembroke Park Master Plan \$35k.
 - Engagement & Events relates to underspends on indigenous advisory services and Community Engagement Facilitation activities.
 - Assets & GIS relates to an asset management strategy power BI story board and the remainder of a stormwater CCTV condition survey. The story board may be rolled over to 2025/2026 and the survey will be completed in April.
 - Engineering relates to a road condition survey. The survey will be completed in April.



- NRM underspends relate to delays in the development of the NRMEAG weed management plan.
 - Environmental Health relates to the proposed Southern Beaches onsite wastewater and stormwater strategy. There has been a delay to this project and a percentage of costs will be rolled over to 2025/2026.
- Contractors is below budget by \$57k, primarily as a result of underspends to date in NRM (\$28k), Town Planning (\$6k), Engineering (\$29k). These underspends are somewhat offset by an overspend in Information Technology (\$8k).
 - NRM is due primarily to delays in the development of the Dodges Ferry Recreation Reserve Management Plan due to increased community consultation, with the work now planned for April, May and June with some possible carry overs to 2025/2026.
 - Town Planning relates to the backfill for a planning consultant. These costs were lower than expected during the month of March. This amount will be spent in coming months.
 - Engineering relates to backfill, at this stage it is unknown if this expenditure will happen.
 - Information Technology spending on the CouncilWise to Cloud implementation was expensed in March but is budgeted in April.
- Legal Fees are below budget by \$21k, as a result of lower than expected activity.
- Line marking is below budget by \$28k, as a result of a lower-than-expected level of expenditure year to date. A higher amount is now planned for the remainder of the year resulting in an annual targeted budget of \$74k.
- Repairs and maintenance is below budget by \$227k, predominantly as a result of underspends to date in Community Facilities – South East Stadium (\$12k), Sealed Roads (\$108k), Unsealed Roads (\$29k), Stormwater (\$20k), Land Improvements (\$30k) and Bridges & Other Structures (\$40k). These underspends are somewhat offset by an overspend in Community Facilities (\$18k). Repairs and maintenance costs are difficult to estimate, due to the often reactive and unpredictable nature of these activities. However, most of these underspends are due to scheduling. Further, both Sealed Roads and Land Improvements had planned significant works of \$62k and \$50k respectively in February and March, which had to be delayed due to scheduling and will now take place in April and May. It is likely that a small amount of expenditure will not be necessary.

11. DEPRECIATION AND AMORTISATION

This category is below budget by \$20k to the end of March, with no significant variances noted.

12. FINANCE COSTS

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

13. OTHER EXPENSES

This category is above budget by \$120k to the end of March. The following significant variances are noted:

- Functions & programs is below budget by \$29k, predominantly as a result of various activities budgeted but not yet taken place. This includes responsible dog ownership media (\$8k), Youth Project expenditure (\$15k) as well as engagement and special committee activities and event catering (\$4k). These functions and program expenses are expected to take place over April, May and June.
- Government Fire Contributions is above budget to the end of March with the quarterly payment budgeted for April.
- NRM expenses is below budget by \$12k with activities planned for May and June.

14. GRANTS CAPITAL

This category is below budget by \$942k to the end of February.

Refer to attachment (g) Grants Operating and Capital Variance Analysis for a detailed explanation of the variances.

15. CONTRIBUTIONS – NON MONETARY ASSETS

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

16. NET GAIN / (LOSS) ON DISPOSAL

This category is in line with budget to the end of February

17. SHARE OF INTEREST IN JOINT VENTURES

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

CASH & INVESTMENTS

The Council maintains deposits with four major banks (Commonwealth (CBA), Westpac, Bendigo Bank and MyState).



Council's cash position remained stable during the month of March. In comparison with the 2023/2024 financial year, the current cash balance of \$23.935m is \$2.931m greater than the balance at the same time last year. Sorell Council continues to hold \$1.236m in grant income received in advance as reported in the Balance Sheet, this is \$644k less than the balance at the same time last year. Overall, the current cash balance movement is a result of less year-to-date operating and capital expenditure than expected.

CASH RESERVES

As at 31 March 2025, cash reserves being held by Council are as follows:

Land Sales	\$1,114,726
Public Open Space Contributions	\$1,847,555
Car Parking Cash in Lieu	\$106,123
Subdivision Traffic Management Contributions	\$150,791
Stormwater	\$7,016
Interest	<u>\$286,629</u>
	\$3,512,840

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 reflects the percentage of rates debt outstanding at the end of each month, with four comparative financial years' data as well.

At the end of March, 90.6% of rates had been paid, compared to 92.1% at the same time last year. Rate collections are behind on the previous year, with Rates staff noting an increase in late payments, which is likely a result of toughening economic circumstances. Rates staff have maintained their standard rates debtor follow-up and collection processes throughout the year.

ATTACHMENTS

MONTHLY DASHBOARD REPORT (Pages 5)

- a) Statement of Income and Expenditure for the period ending 31 March 2025 (Pages 1)
- b) Statement of Financial Position as at 31 March 2025 (Pages 1)
- c) Statement of Cash Position as at 31 March 2025 (Pages 1)



- d) Detailed Statement of Income and Expenditure for the period ending 31 March 2025 (Pages 5)
- e) Cash on Hand as at 31 March 2025 and Graph 1 – Total Cash Available (Pages 2)
- f) Graph 2 - Rates Outstanding (Pages 2)
- g) Grants Variance Analysis (Pages 2)

SCOTT NICOL
ACTING MANAGER FINANCE

SALLY FANG
ACCOUNTANT

MARK PATMORE
ACCOUNTANT

Date: 8 April 2025
Attachments (19 pages)



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

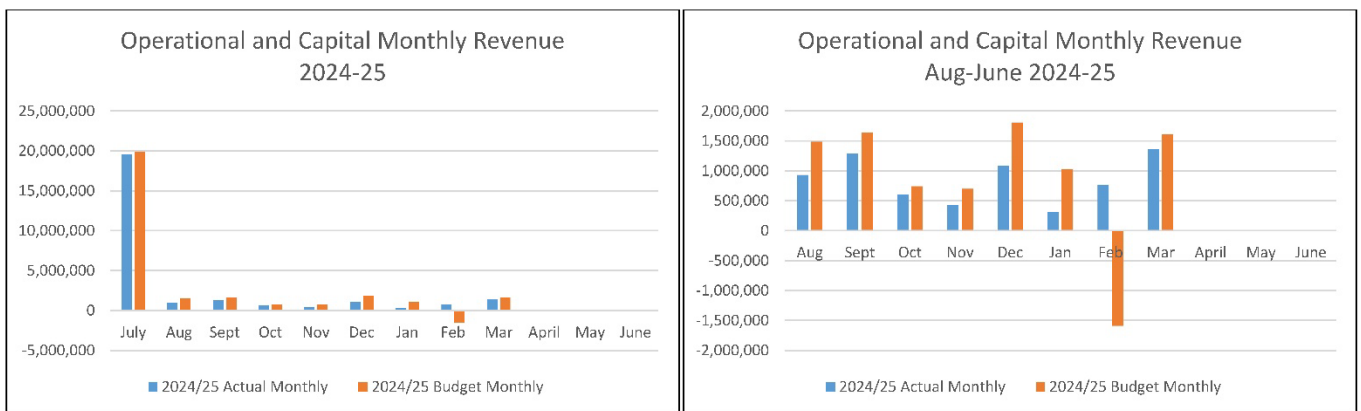
SORELL COUNCIL – MONTHLY DASHBOARD REPORT MARCH 2025

DESCRIPTION: The following contains graphical information on the financial performance of Council's Operating Budget.

REVENUE

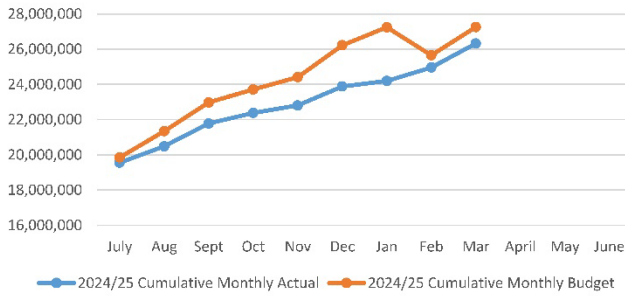
The most significant graphical variances displayed below relate to Grants Capital, Contributions – Non-monetary Assets and net loss on disposal. Grants Capital is under budget by \$718k and disclosed in further detail in the Grants Variance Analysis report for the month (g). Contributions from donated assets had not been as high as expected in the first half of the financial year. Disposals for quarter one and quarter two were completed in Assetic in November and January with total net loss of \$1.158m.

At Mid-Year Budget Review (MYBR) budgeted revenue was decreased to reflect the actuals in the first half of the financial year. This adjustment is represented in February, the month MYBR was approved by Council.

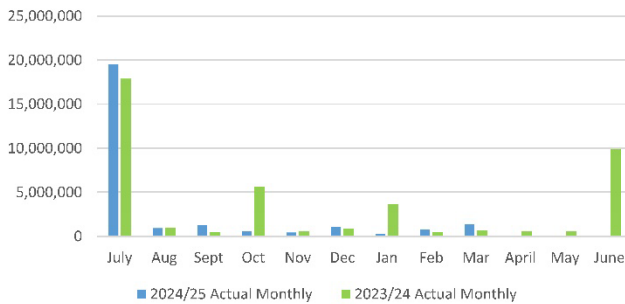


AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

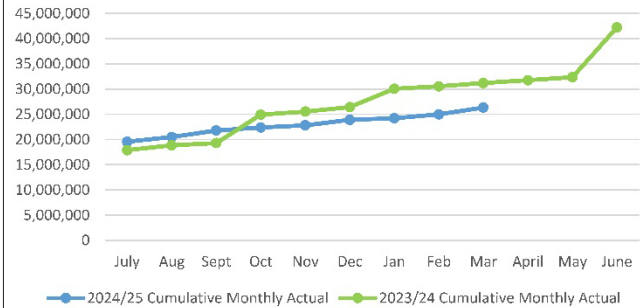
Operational and Capital Cumulative Revenue
2024-25



Operational and Capital Monthly Revenue 2023-24 and
2024-25



Operational and Capital Monthly Cumulative Revenue
2023-24 and 2024-25

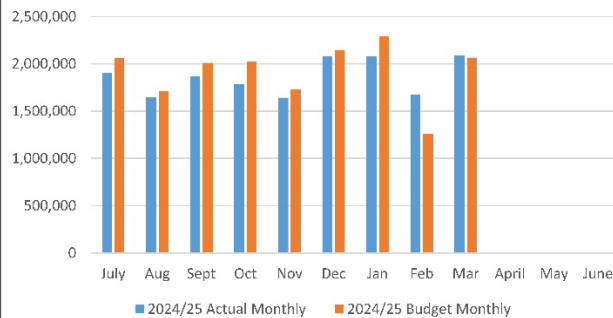


EXPENDITURE

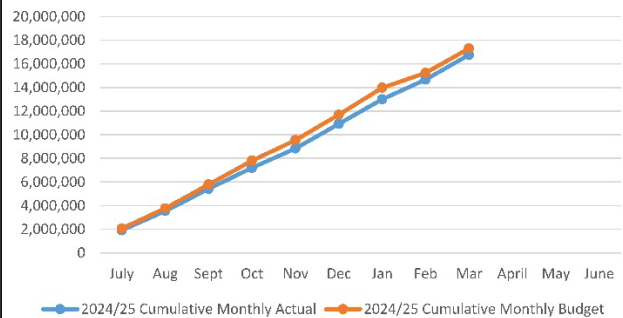
Actual expenditure has been tracking slightly below budget throughout the financial year, with no significant graphical variances displayed below. These slight underspends are not expected to be permanent variances, as they are a result of delays in work and project schedules which are still expected to be completed before the end of the financial year.

At Mid-Year Budget Review (MYBR) the timing of budgeted expenditure was adjusted to reflect greater expenditure requirements later in the financial year. This adjustment is represented in February, the month MYBR was approved by Council.

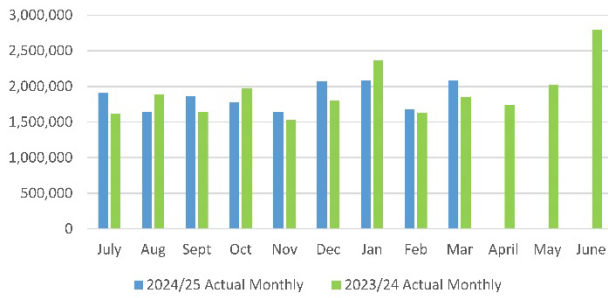
Operational Monthly Expenditure 2024-25



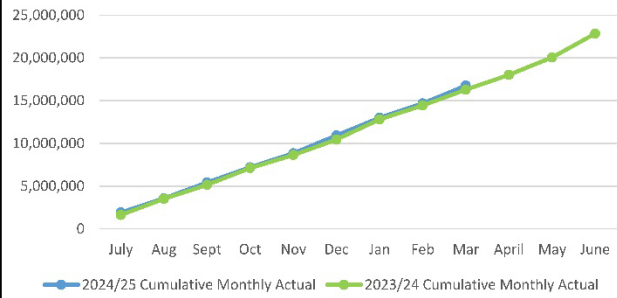
Operational Cumulative Expenditure 2024-25



Operational Monthly Expenditure
2023-24 and 2024-25

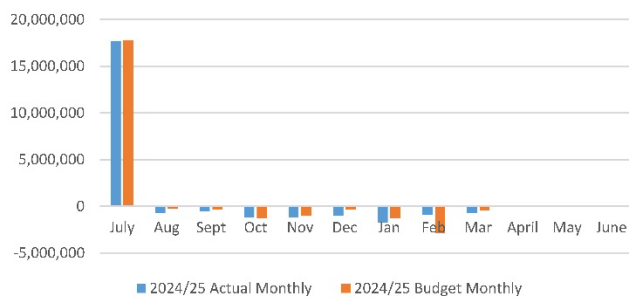


Operational Monthly Cumulative Expenditure
2023-24 and 2024-25

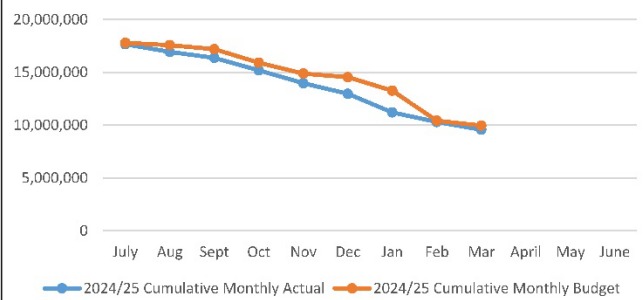


SURPLUS/DEFICIT

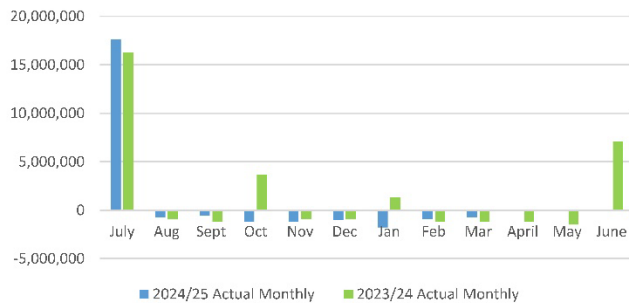
Operational and Capital Monthly Surplus/(Deficit)
2024-25



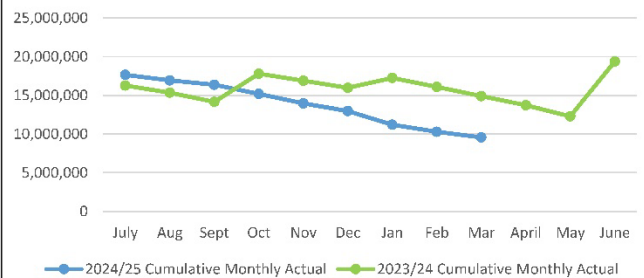
Operational and Capital cumulative
Surplus/(Deficit) 2024-25



Operational and Capital Monthly Surplus (Deficit)
2023-24 and 2024-25



Operational and Capital Monthly Cumulative
Surplus/(Deficit)
2023-24 and 2024-25



SORELL COUNCIL
STATEMENT OF INCOME AND EXPENDITURE
For the period March 2025

	NOTES	ACTUAL YTD	BUDGET YTD	VAR	FULL YEAR BUDGET
INCOME					
RECURRENT INCOME					
Rates and Charges	1	19,671,663	19,632,219	39,444	19,640,567
Statutory fees and fines	2	442,932	437,898	5,033	543,808
User Fees	3	432,636	451,990	(19,354)	687,845
Grants Operating	4	399,109	398,626	483	2,130,239
Contributions received	5	157,623	205,823	(48,201)	248,423
Interest	6	638,358	617,017	21,342	1,120,734
Other income	7	490,560	482,678	7,883	630,049
Investment income from TasWater	8	243,000	243,000	0	388,800
		22,475,881	22,469,250	6,630	25,390,466
EXPENSES					
Employee benefits	9	5,465,703	5,542,893	77,190	7,695,167
Materials and services	10	4,911,293	5,479,308	568,015	7,915,550
Depreciation and amortisation	11	4,849,460	4,869,506	20,046	6,495,134
Finance costs	12	36,219	35,816	(403)	82,208
Other expenses	13	1,490,157	1,369,992	(120,165)	1,942,455
TOTAL EXPENSES		16,752,832	17,297,515	544,683	24,130,514
OPERATING SURPLUS/(DEFICIT)		5,723,049	5,171,735	551,314	1,259,952
CAPITAL INCOME					
Grants Capital	14	4,657,360	5,599,483	(942,123)	7,799,135
Contributions - non-monetary assets	15	343,301	343,301	0	2,010,000
Net gain/(loss) on disposal	16	(1,158,070)	(1,158,067)	(3)	(758,067)
Share of Interests in JVs	17	0	0	0	0
TOTAL CAPITAL INCOME		3,842,591	4,784,717	(942,126)	9,051,068
SURPLUS/(DEFICIT)		9,565,640	9,956,453	(390,812)	10,311,019



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

SORELL COUNCIL
STATEMENT OF FINANCIAL POSITION
As At March 2025

	Actual 2024/2025	Actual 30 June 2024	Movement
ASSETS			
Current Assets			
Cash and Cash Equivalents	20,663,485	13,978,607	6,684,877
Investments	3,271,850	5,190,522	(1,918,672)
Trade and Other Receivables	2,144,710	1,251,538	893,171
Inventories	57,336	57,336	-
Other Assets	77,459	557,423	(479,964)
Total Current Assets	26,214,839	21,035,427	5,179,413
Non-Current Assets			
Trade and Other Receivables	2,700	31,648	(28,948)
Assets Held for Sale	0	0	-
Intangible Assets	244,951	251,675	(6,724)
Property, Infrastructure, Plant and Equipment	367,769,512	370,768,379	(2,998,867)
Work in Progress	6,903,085	1,746,041	5,157,044
Investments	34,024,275	34,024,275	-
Other Non-Current Assets	13,894	13,894	-
Total Non-Current Assets	408,958,417	406,835,913	2,122,504
TOTAL ASSETS	435,173,256	427,871,340	7,301,917
LIABILITIES			
Current Liabilities			
Trade and Other Payables	869,313	1,941,265	(1,071,952)
Trust Funds and Deposits	575,632	694,007	(118,375)
Interest Bearing Loans & Borrowings	123,610	245,630	(122,020)
Provisions	1,377,727	1,401,932	(24,205)
Contract Liabilities	1,236,294	2,163,466	(927,171)
Other Current Liabilities	9,766	9,766	-
Total Current Liabilities	4,192,341	6,456,065	(2,263,723)
Non-Current Liabilities			
Interest Bearing Loans & Borrowings	2,126,485	2,126,485	-
Provisions	276,988	276,988	-
Contract Liabilities	-	-	-
Other Current Liabilities	4,709	4,709	-
Total Non-Current Liabilities	2,408,182	2,408,182	-
TOTAL LIABILITIES	6,600,523	8,864,247	(2,263,723)
Net Assets	428,572,732	419,007,093	9,565,640
EQUITY			
Accumulated Surplus	156,742,130	147,176,491	9,565,640
Reserves	271,830,602	271,830,602	-
Total Equity	428,572,732	419,007,093	9,565,640



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

**SORELL COUNCIL
STATEMENT OF CASH POSITION
As At March 2025**

	\$
Opening Balance Cash at Bank & Investments	19,169,130
Closing Balance Cash at Bank & Investments	23,935,335
Cash Movement Year to Date	4,766,205
<i>Represented by:</i>	
Net Surplus / (Deficit)	9,565,640
Add: Depreciation	4,849,460
Net Cash Surplus / (Deficit)	14,415,100
Loan Repayments	(122,020)
Capital Expenditure (per capital report)	(5,157,044)
Capital Expenditure - Asset (Purchases) / Disposals	(1,850,593)
Balance Sheet Movements	(2,519,240)
Cash Movement Year to Date	4,766,205

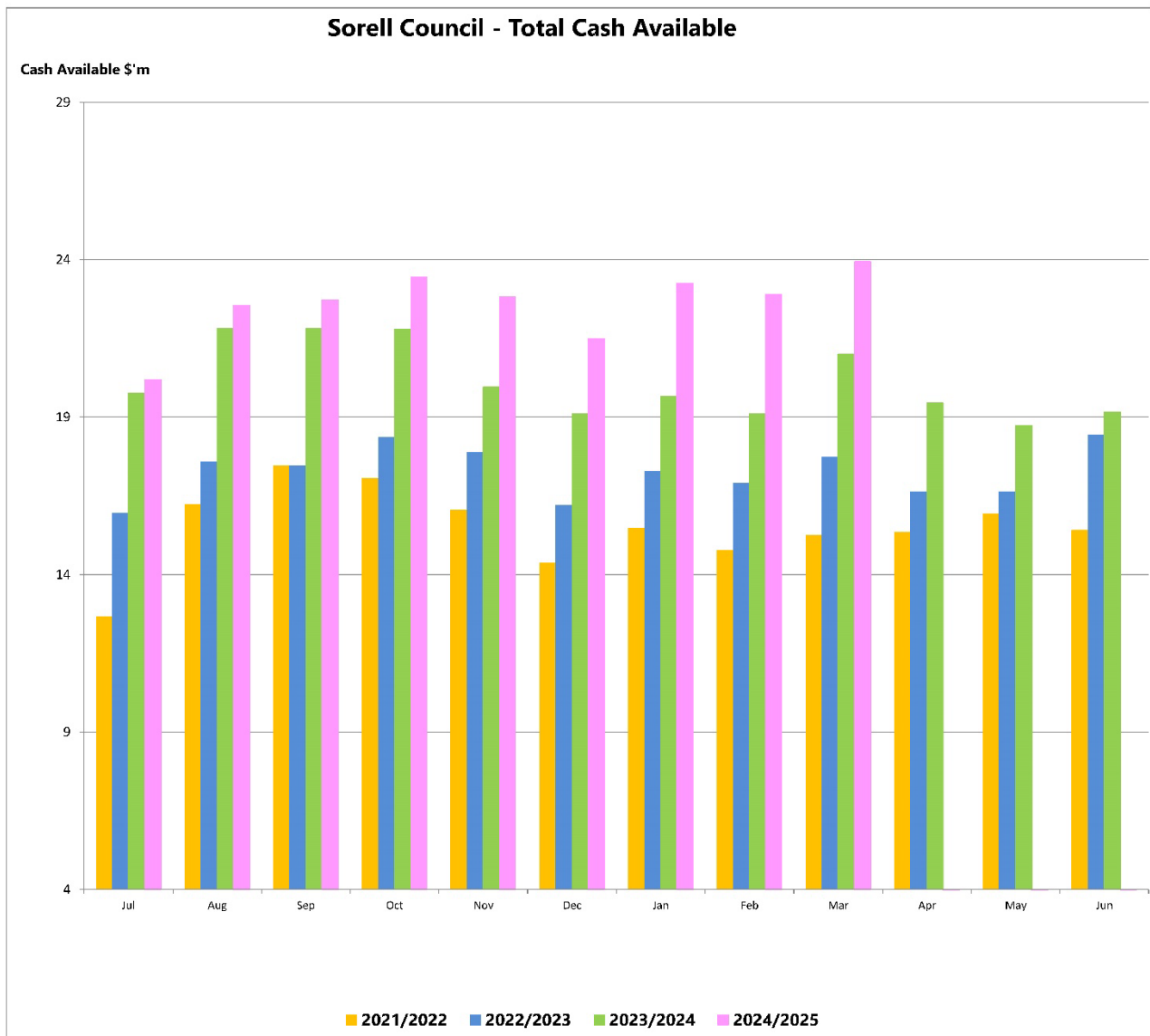


Sorell Council - Cash on Hand as at 31/03/2025					
Financial Institution	Product	Deposit Date	Maturity Date	Face Value	Interest rate
Bendigo Bank Term Deposit	12 Month Term Deposit	6/06/2024	6/06/2025	\$ 1,626,521	5.05%
MyState Term Deposit	12 Month Term Deposit	8/08/2024	8/08/2025	\$ 1,645,329	5.00%
MyState Term Deposit	12 Month Term Deposit	27/06/2024	27/06/2025	\$ 1,379,000	5.30%
MyState Term Deposit	12 Month Term Deposit	23/08/2024	22/08/2025	\$ 1,578,534	4.95%
Westpac Term Deposit	12 Month Term Deposit	31/01/2025	30/01/2026	\$ 1,000,000	4.70%
Westpac Term Deposit	12 Month Term Deposit	18/02/2025	18/02/2026	\$ 2,000,000	4.71%
Westpac Term Deposit	12 Month Term Deposit	28/08/2024	28/08/2025	\$ 2,000,000	4.80%
Westpac Term Deposit	12 Month Term Deposit	28/02/2025	27/02/2026	\$ 2,000,000	4.61%
Westpac Term Deposit	4 Month Term Deposit	18/12/2024	17/04/2025	\$ 2,000,000	4.97%
CBA Investment Account	At Call			\$ 2,490,524	4.10%
CBA Special Purpose Account	At Call			\$ 3,495,540	4.10%
CBA Operating Account	Current			\$ 2,690,874	4.10%
Various Petty Cash and Floats	In house			\$ 1,100	N/A
Various Halls Bank Balances				\$ 27,912	N/A
Total Funds Available				\$ 23,935,335	

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

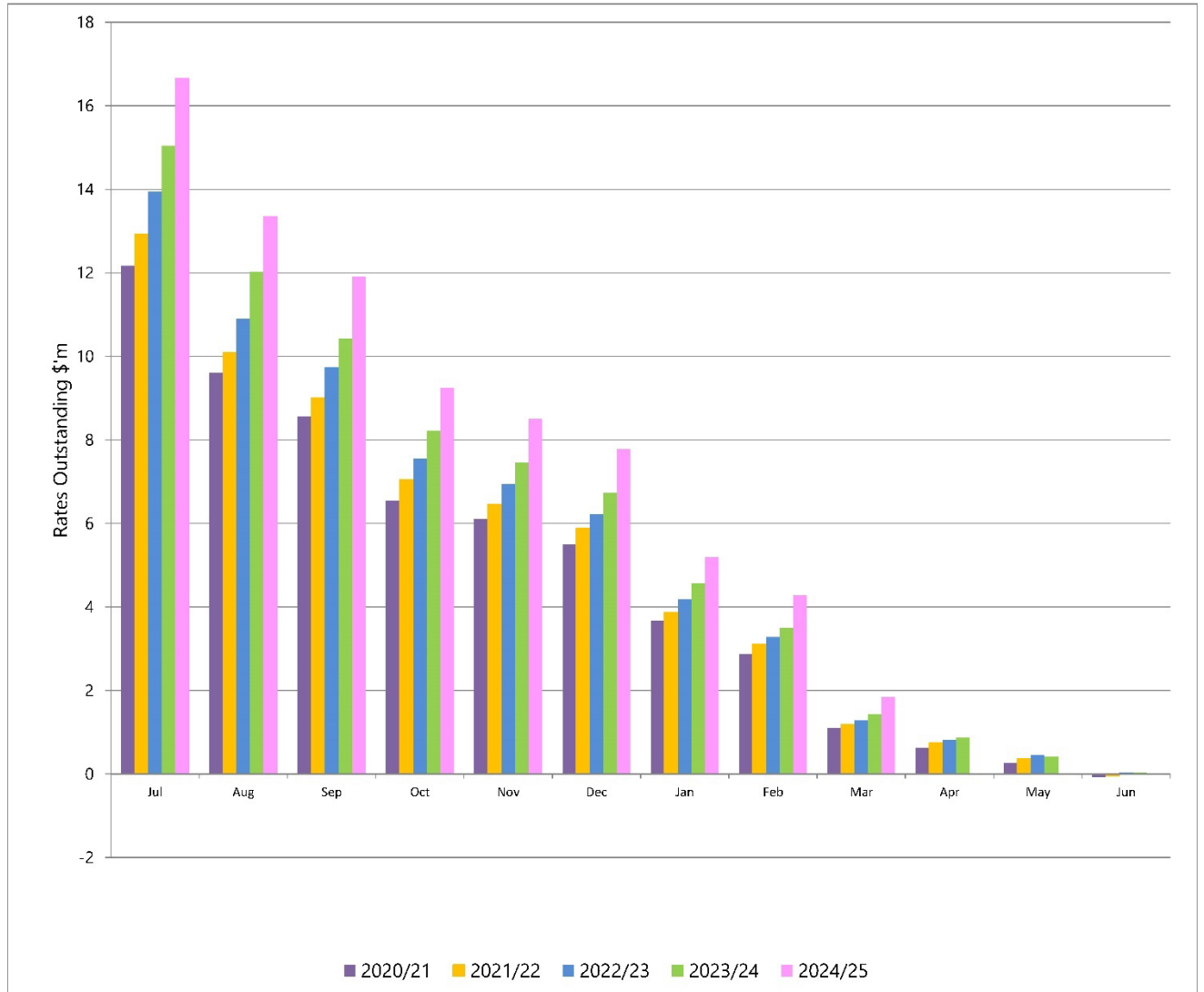


**SORELL COUNCIL
TOTAL CASH AVAILABLE**



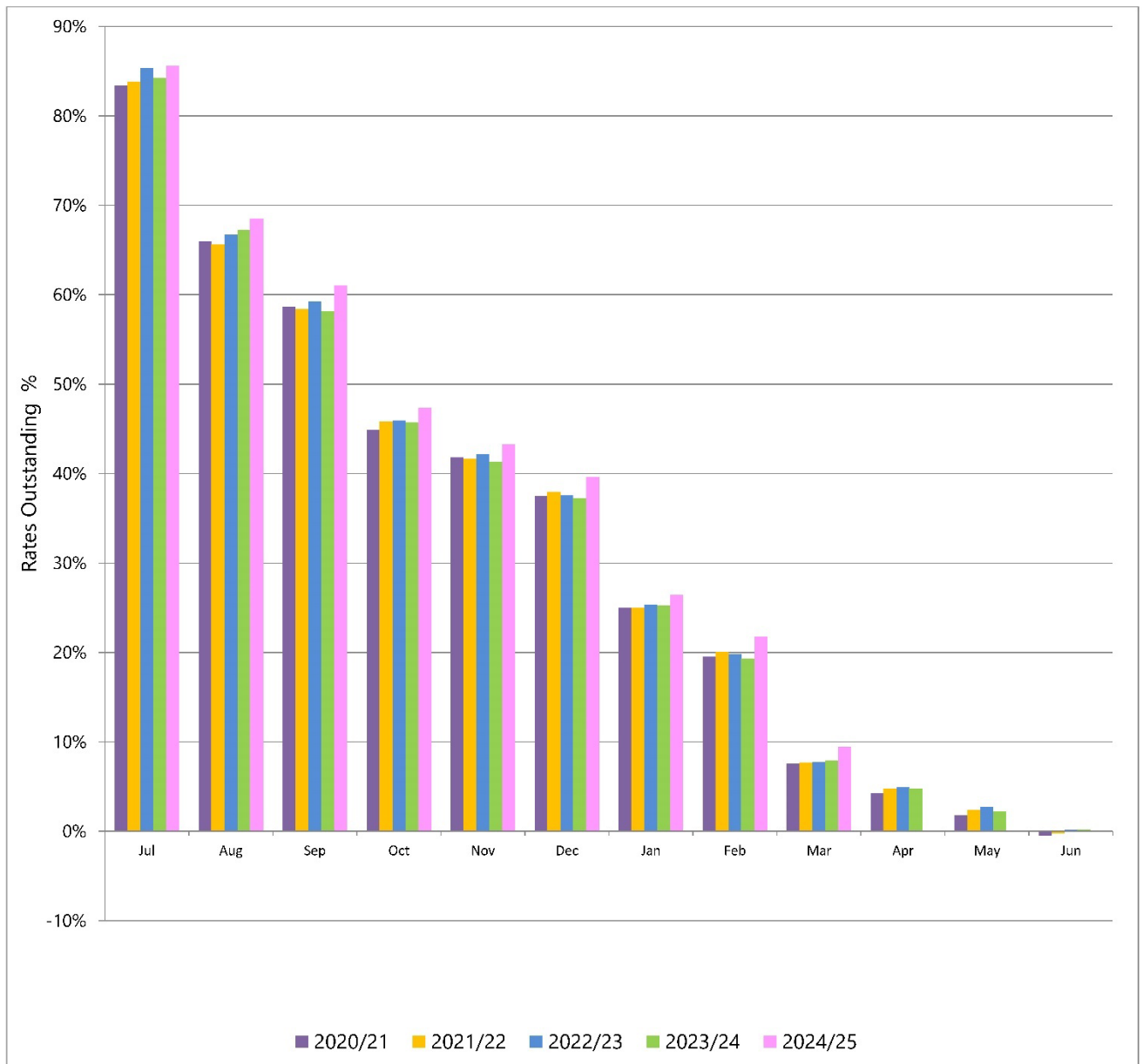
AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

**SORELL COUNCIL
OUTSTANDING RATES BY MONTH \$'m**



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

SORELL COUNCIL OUTSTANDING RATES BY MONTH %



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

GRANT VARIANCE ANALYSIS - 31 March 2025

Grant Details	Actual	Budget	Variance	Comments
GL 1405 Grants Operating - Commonwealth Financial Assistance Grant (FAG)				
FAG	\$ 344,957	\$ 344,957	-\$ 0	Per budget.
GL 1415 Grants Operating - State Grants & Subsidies				
Immunisations	\$ 1,774	\$ 1,428	\$ 346	Complete.
Weeds Action Fund	\$ 12,607	\$ 12,470	\$ 137	These works will all be completed by 30 June 2025.
Paterson's Curse	\$ 9,938	\$ 9,938	\$ -	Complete.
Safer Rural Roads Program 22-23	\$ 27,183	\$ 27,183	-\$ 0	Complete.
	<u>\$ 51,501</u>	<u>\$ 51,019</u>	<u>\$ 483</u>	
GL 1420 Grants Operating - Other Grants & Subsidies				
Garage Sale Trail 2024	\$ 2,000	\$ 2,000	\$ -	Complete.
Government Energy Support	\$ 650	\$ 650	\$ -	Complete.
	<u>\$ 2,650</u>	<u>\$ 2,650</u>	<u>\$ -</u>	
	<u><u>\$ 399,108</u></u>	<u><u>\$ 398,626</u></u>	<u><u>\$ 483</u></u>	
GL 2105 Grants Capital - Roads to Recovery Funding				
Roads to Recovery Funding	\$ 681,644	\$ 681,644	\$ 0	Per budget.
GL 2110 Grants Capital - Commonwealth Grants				
C-24-B-005 Sorell Carriage Shed LRCI Stage 4	\$ 77,090	\$ 84,529	-\$ 7,439	Works are nearing completion.
C-24-LI-005 Sorell Streetscape Upgrade LRCI Stage 4	\$ 263,406	\$ 263,406	\$ -	Complete.
C-24-S-009 NFMIP - Seventh Avenue, Dodges Ferry	\$ 1,050,000	\$ 1,050,000	\$ -	Complete.
	<u>\$ 1,390,496</u>	<u>\$ 1,397,935</u>	<u>-\$ 7,439</u>	



18.2 2024-2025 CAPITAL BUDGET ADJUSTMENTS

RECOMMENDATION

"That Council resolve pursuant to Section 82 of the Local Government Act 1993 to accept and adopt the below adjustments to the 2024/2025 Capital Budget estimates."

Capital expenditure to the end of March 2025 is \$8,498,346 (as per Capital Works Budget run on 3 April 2025).

The following Capital Budget adjustments have been requested in April 2025.

Below is a summary of the requested adjustments.

Original Budget approved in June 2024 Council meeting	\$16,986,295
Budget approved in March 2025 Council meeting	\$16,732,543
Budget adjustments requested for approval in April 2025 Council meeting:	
Total adjustments on capital jobs with variances of over 10%	\$206,544
Total adjustments on completed capital jobs with variances of over 10%	-\$109,812
Total adjustments on new capital jobs	\$15,000
Budget requested for approval in April 2025 Council meeting	\$16,844,275

Below is a detailed explanation of the requested adjustments.

The following capital job adjustments have been requested because the jobs have a variance of over 10%, or are expected to have a variance of over 10% in the 2024/2025 financial year:

Job Name and No.	Approved Budget	Adjusted Budget	Adjustment
C-25-LI-007 Sorell Pembroke Park BMX Track Lighting			\$9,777
C-24-B-002 Sorell Memorial Hall – Historical Society Storage			\$196,767
Total Adjustments	\$600,805	\$807,349	\$206,544



- C-25-LI-007 Sorell Pembroke Park BMX Track Lighting – Actual costs is more than expected.
- C-24-B-002 Sorell Memorial Hall – Historical Society Storage – Based on the tender accepted in March Council meeting, budget adjustments are required. Budget of building construction work and fit out has been increased. Additionally, a new job has been created for footpath/carpark modifications.

The following capital job adjustments have been requested because the jobs are completed and have a variance of 10% or greater in the 2024/2025 financial year:

Job Name and No.	Approved Budget	Adjusted Budget	Adjustment
C-25-LI-014 Sorell Whitelea Court POS lot Fencing			-\$6,705
C-25-T-008 Re-sheeting			-\$103,107
Total Adjustments	\$923,162	\$813,350	-\$109,812

- C-25-LI-014 Sorell Whitelea Court POS lot Fencing – Actual cost is less than estimated.
- C-25-T-008 Re-sheeting – Several sections of Bream Creek Road were included in error and were re-sheeted in the last FY program; Jacobson Road, Kellevie was removed from the program, due to the recent maintenance grading undertaken; Heatherbell Road, Forcett was added to the program, however this did not make up the total shortfall area.

The following capital job adjustment has been requested because the job did not have an approved budget but has expected expenditure in the 2024/2025 financial year:

Job Name and No.	Approved Budget	Adjusted Budget
C-25-T-019 Sorell Memorial Hall Footpath/carpark Modification	\$0	
Total Adjustments	\$0	\$15,000

- C-25-T-019 Sorell Memorial Hall Footpath/carpark Modification – This job is created as an additional part of C-24-B-002 Sorell Memorial Hall – Historical Society Storage. Details per above.



ATTACHMENTS

- a) Capital Works Budget for the period ending 31 March 2025 (Pages 11)

SCOTT NICOL
ACTING MANAGER FINANCE

SALLY FANG
ACCOUNTANT

Date: 8 April 2025
Attachments (11 pages)



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

3/04/2025	SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025				
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
LAND					
TOTAL Land 2024/25		\$ -	\$ -		
CARRY OVERS - LAND					
Pawleena, Pawleena Road and Arthur Highway Roundabout	Land acquisition costs.			\$ 1,946	\$ -
TOTAL Carry Overs - Land		\$ 34,000	\$ 34,000		
LAND IMPROVEMENTS (PARKS & RESERVES)					
Midway Point, Brady Street - Billy Kessarios Memorial Park	Table and seat.			\$ 10,435	\$ -
Primrose Sands, Community Hall	Benches, footbridge and garden beds.			\$ -	\$ -
Sorell, Rose Gardens	Bin at bus stop near the rose gardens.			\$ -	\$ -
Dodges Ferry, Boat Park	Perimeter Fence - approx. 300m replace wire fencing with 1.2m pool fencing and gates.			\$ 100,111	\$ -
Dunalley, Canal	Walkway pool fencing.			\$ 12,495	\$ -
Municipality - Various	Minor capital jobs for ad hoc renewals (e.g. shade sail, seating or bins).			\$ -	\$ -
Midway Point, Flyway Island Park	Bike Rack			\$ 1,119	\$ -
Dodges Ferry, Dodges Ferry IGA	2 x Bench Seats			\$ 941	\$ -
Sorell, Pembroke Park	Pembroke Park Master Valve			\$ 5,115	\$ -
Sorell, Pembroke Park	BMX track, lighting.			\$ 94,082	\$ -
Dodges Ferry, Rec Reserve	Skate park upgrades.			\$ -	\$ -
Sorell, Pembroke Park & Dodges Ferry Rec Reserve	Goal nets behind senior oval x 2 & DF ground x 2 - 25m x 9m.			\$ -	\$ -
Sorell, Pembroke Park	Goal net behind soccer oval x 1 - southern end - 70m x 9m.			\$ -	\$ -
Sorell, Pembroke Park	Soccer perimeter fence - 480m long x 1.2m high.			\$ -	\$ -
Sorell, Pawleena Road	Carpark for POS / Lyden Park off Pawleena Rd frontage.			\$ -	\$ -
Sorell, Pawleena Road	Irrigation for 3 x Open Space areas - Stage 1 dog/general.			\$ -	\$ -
Sorell, Whitelea Court	POS lot - fencing.			\$ 3,795	\$ -
Sorell, Pembroke Park	Lockable rubbish bin enclosure.			\$ 14,655	\$ -
TOTAL Land Improvements (Parks & Reserves) 2024/25		\$ 698,618	\$ 692,113		



3/04/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
CARRY OVERS - LAND IMPROVEMENTS (PARKS & RESERVES)					
Dodges Ferry, Red Ochre Beach	Foreshore access steps.			\$ 676	\$ -
Primrose Sands, Tamarix Road	Nerine Street to Carlton Bluff Road. Gravel path at 1.5 m wide x 580 m length.			\$ 65,328	\$ -
Sorell, Sorell Memorial Hall	RSL memorial wall.			\$ -	\$ -
Sorell, 12 Tarbook Court	Boundary adjustment and new fence.			\$ 1,950	\$ 7,100
Primrose Sands, Primrose Sands Hall	Playground equipment with re-aligned fencing.			\$ -	\$ -
Penna, Penna Beach	Gravel path extension. 430 m link track at 1.5 - 2.0 m wide across. TW land to existing car park track, including bridge.			\$ 22,319	\$ -
Sorell, Miena Park	250m link track at 1.5 metre wide behind Chromy Sub as Stage 1.			\$ 70,788	\$ 4,400
Sorell	Streetscape upgrades. Stage 4 (a).			\$ 264,462	\$ -
Sorell, Pembroke Park	Irrigation. TW conformance upgrade required - new backflow prevention device - high hazard.			\$ -	\$ -
TOTAL Carry Overs - Land Improvements (Parks & Reserves)		\$ 565,021	\$ 535,628		
BUILDINGS					
Dunalley, Canal	BBQ shelter.			\$ -	\$ -
Depot	Depot toilet block.			\$ 2,664	\$ -
Sorell, Pawleena Road	Toilet for POS / Lyden Park - triple cubicle DDA & change table.			\$ -	\$ -
Midway Point, Malunna / LGT child care centre	Kitchen renewal / replacement to comply with food standards.			\$ -	\$ -
TOTAL Buildings 2024/25		\$ 389,000	\$ 389,000		



3/04/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
CARRY OVERS - BUILDINGS					
Sorell, BEST / SE Jobs Hub & Training Facility	BEST / SE Jobs Hub & Training Facility.			\$ 2,013,884	\$ 699,906
Sorell, Pembroke Park	Scope and design to re-purpose old football change rooms plus netball concrete toilets / change room.			\$ -	\$ -
Sorell, Sorell Memorial Hall	Extension for Historical Society storage, including change rooms and toilets.			\$ 54,355	\$ 1,145
Sorell, Carriage Shed	Mandatory features for occupancy, including glass entrance, plus design, brackets, project management fees and site surrounds.			\$ 77,090	\$ -
Total Carry Overs - Buildings		\$ 4,376,000	\$ 4,420,529		
LEASEHOLD IMPROVEMENTS					
Copping, 20 Marion Bay Road	Land easement costs (survey, AC fees, land title fees, valuation) for already completed works.			\$ -	\$ -
TOTAL Leasehold Improvements 2024/25		\$ 10,500	\$ 10,500		
PLANT & EQUIPMENT					
CAC & Depot	Light fleet replacement.			\$ 211,553	\$ -
Depot	Portable traffic lights x 1 set.			\$ 19,950	\$ -
Depot	Stormwater CCTV camera (seca airHD).			\$ 37,415	\$ -
CAC	Waste Bins - Additional Bins			\$ 4,734	\$ -
TOTAL Plant & Equipment 2024/25		\$ 260,500	\$ 275,184		
CARRY OVERS - PLANT & EQUIPMENT					
CAC & Depot	Light fleet replacement.			\$ 91,761	\$ -
Depot	Fleet management GPS tracking and dashcam deployment (17 light fleet & 6 heavy fleet (trucks)).			\$ -	\$ -
TOTAL Carry Overs - Plant & Equipment		\$ 160,670	\$ 160,670		



3/04/2025	SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025				
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
FIXTURES, FITTINGS & FURNITURE					
Midway Point, Midway Point Hall	Heat pump installation.			\$ 14,734	\$ -
TOTAL Fixtures, Fittings & Furniture 2024/25		\$ 16,800	\$ 14,734		
COMPUTERS & TELECOMMUNICATIONS					
CAC & Depot	iPads x 12.			\$ -	\$ -
Sorell, Pembroke Park Stadium	PA system.			\$ 14,765	\$ -
TOTAL Computers & Telecommunications 2024/25		\$ 27,000	\$ 27,000		
CARRY OVERS - COMPUTERS & TELECOMMUNICATIONS					
CAC	Fibre connection & hardware to Emergency Hub (for the purpose of CCTV footage direct to the Police).			\$ -	\$ -
CAC	PC and monitor renewal project for all staff (excluding the engineering department).			\$ 135,215	\$ -
CAC, Depot, & Midway Point	Security system integration renewal - scoping and design only.			\$ -	\$ -
TOTAL Carry Overs - Computers & Telecommunications		\$ 165,000	\$ 165,000		
RECONSTRUCTION (ROADS)					
Forcett, Delmore Road / White Hill intersection	Partial reconstruction and reseal.			\$ 6,850	\$ -
Orielton, Allambie Road	Reconstruction with chip seal surface			\$ 374,173	\$ 343,598
Primrose Sands, Oak Street	Reconstruction with chip seal surface			\$ 192,826	\$ 129,068
Forcett, Edith Close	Potential reconstruction - further investigation required to determine treatment).			\$ -	\$ -
Sorell, BEST / SE Jobs Hub & Training Facility	Dubs & Co Drive on street parking x 20 spaces.			\$ -	\$ -
Kellevie, Kellevie Road	Corner widening, stabilisation and guard rail.			\$ 42,089	\$ 208,639
Dodges Ferry, Old Forcett Road	Road widening			\$ -	\$ -
Bream Creek, Bream Creek Road	Bream Creek Road repair works.			\$ 41,044	\$ -
TOTAL Reconstruction (ROADS) 2024/25		\$ 2,332,499	\$ 2,026,757		



3/04/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
CARRY OVERS - RECONSTRUCTION (ROADS)					
Dodges Ferry, Payeena Street	Near Carlton Beach Road junction. Formalise verge parking - seal, line mark, drain.			\$ -	\$ -
Primrose Sands, Primrose Sands Road and Grevillea Street	Design and reconstruction. Primrose Sands Road with AC surface and Grevillea Street with chip seal surface.			\$ 28,746	\$ -
Forcett, 532 Wiggins Road	Road widening. Land acquisition cost only.			\$ 121,547	\$ -
TOTAL Carry Overs - Reconstruction (Roads)		\$ 109,500	\$ 186,246		
RESHEETING					
Boomer Bay, Bay Road	7 segments, 100mm new gravel.			\$ 168,933	\$ -
Bream Creek, Bream Creek Road	9 segments, 100mm new gravel.			\$ 190,465	\$ -
Marion Bay, Marion Bay Road				\$ 52,232	\$ -
Kellevie, Kellevie Road	9 segments, 100mm new gravel.			\$ 145,541	\$ -
Kellevie, Burdons Road	2 segments, 100mm new gravel.			\$ 34,711	\$ -
Kellevie, Woods Road	5 segments, 100mm new gravel.			\$ 64,187	\$ -
Kellevie, Woolleys Road	4 segments, 100mm new gravel.			\$ 70,236	\$ -
Pawleena, Hillcrest Road	3 segments, 100mm new gravel.			\$ 59,838	\$ -
Forcett, Hetherbell Road				\$ 23,412	\$ -
TOTAL Resheeting 2024/25		\$ 912,662	\$ 912,662		



3/04/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
RESEALS					
Forcett, White Hill Road	Reseal with significant prep required.			\$ -	\$ -
Penna, Brinktop Road	Reseal with box out prep required.			\$ 95,126	\$ -
Boomer Bay, Bay Road	Prep and spray seal.			\$ 51,261	\$ -
Dunalley, Booth Street	Prep and spray seal.			\$ 12,554	\$ -
Dunalley, Florence Street	Prep and spray seal.			\$ 3,978	\$ -
Nugent, Nugent Road	Prep and spray seal.			\$ 32,284	\$ -
Lewisham, Mary Street	Prep and spray seal.			\$ 7,012	\$ -
Forcett, Jayville Rise	Prep and spray seal.			\$ 3,380	\$ -
Forcett, Delmore Road	Prep and spray seal.			\$ 12,833	\$ -
Dunalley, Ryans Lane	Prep and spray seal.			\$ -	\$ -
Forcett, Alomes Road	Prep and spray seal.			\$ 11,357	\$ -
Forcett, Matthews Road	Prep and spray seal.			\$ 7,813	\$ -
Forcett, Grierson Drive	Prep and spray seal.			\$ 3,491	\$ -
Carlton, Riviera Drive	Prep and spray seal. (asphalt turning head).			\$ 25,463	\$ -
Sorell, Wolstenholme Drive	Prep and spray seal.			\$ 58,345	\$ -
TOTAL Reseals 2024/25		\$ 857,209	\$ 855,551		



3/04/2025	SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025				
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
FOOTPATHS & CYCLEWAYS					
Dodges Ferry, Bally Park Road	Asphalt renewal.			\$ -	\$ -
Midway Point, Raynors Road	Concrete renewal.			\$ 74,551	\$ 24,303
Carlton, Carlton Beach Road	Line marking or barrier posts in carpark to delineate footpath.			\$ 389	\$ -
Sorell, BEST / SE Jobs Hub & Training Facility	Surrounding works, including landscaping.			\$ -	\$ -
Midway Point, Penna Road	Penna Road pedestrian footpath and refuges.			\$ -	\$ 68,964
Sorell, Sorell Memorial Hall	Footpath/carpark modification.			\$ -	\$ -
TOTAL Footpaths & Cycleways 2024/25		\$ 591,809	\$ 591,809		
CARRY OVERS - FOOTPATHS & CYCLEWAYS					
Dodges Ferry, Bally Park Road and Junction Street	Asphalt footpath renewal. Renewal of footpath from Carlton Beach Road to Bingham Street- 1.5m asphalt; and Bally Park Road Asphalt renewal.			\$ 39,119	\$ 131,157
Carlton, Carlton Beach Road	Renewal of footpath from Park Beach access to East Street - 1.3m asphalt.			\$ 38,910	\$ 131,916
Midway Point, Brady Street, Midway Street & Suncrest Street	Renewal of footpath - Brady Street 1.3m concrete. From Reynolds Road to Flyway Park - 1.3m concrete. 1.5m concrete, to access the bus stop and Midway Point Neighbourhood House (includes 5 x kerb ramps and stormwater lids).			\$ 504,807	\$ -
Carlton, Carlton River Road	Path and guard rail from bus stop to Gate Five Road.			\$ 126,661	\$ -
TOTAL Carry Overs - Footpaths & Cycleways		\$ 1,024,474	\$ 1,024,474		



3/04/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
KERB & CHANNEL					
Dodges Ferry, Paneminner Street	Kerb & channel along #88 and connect into existing SEP.			\$ -	\$ -
TOTAL Kerb & Channel 2024/25		\$ 54,600	\$ 54,600		
CARRY OVERS - KERB & CHANNEL					
Dodges Ferry, Parnella Road	New kerb and channel assets to existing chip seal road.			\$ 73,840	\$ 47,248
Midway Point, Reynolds Road	Lot 101 Reynolds Road - 2 no. Kerb ramps.			\$ 12,201	\$ -
TOTAL Carry Overs - Kerb & Channel		\$ 141,853	\$ 141,853		
STORMWATER					
Municipality - Various	Minor capital works.			\$ -	\$ -
Sorell, Pembroke Park	Between cricket nets and stadium carpark - connect to SP109860.			\$ 9,220	\$ -
Dodges Ferry, Wattle Road	Upgrade drain into SD106967 opposite #36.			\$ 18,325	\$ -
Sorell	Upgrade pipe above Gatehouse Detention Basin (headworks upgrade).			\$ -	\$ -
Carlton, Erle Street	66m lining of SD106814.			\$ -	\$ -
TOTAL Stormwater 2024/25		\$ 357,200	\$ 241,150		



3/04/2025	SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025				
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
CARRY OVERS - STORMWATER					
Primrose Sands, 17 Robinia Street and 5 Rowan Avenue	Kerb and channel, pit and pipe. - possible removal?			\$ -	\$ -
Carlton, Shamrock Court	Stormwater outfall remediation			-\$ 1,523	\$ -
Lewisham, Whitlam Court	Stormwater upgrade design and construction.			\$ 1,391	\$ -
Carlton, Erle Street	Stormwater upgrade.			\$ 198,019	\$ -
Dodges Ferry, Seventh Avenue	Installation of box culvert.			\$ 1,494,844	\$ -
Southern Beaches, Coastal Outfalls	Coastal & Estuarine Risk Mitigation Project (CERMP Grant). Upgrade stormwater and outfalls, rehabilitation, protection coastal estuary, weed control, improve ecological and hydrological study.			\$ 513,311	\$ -
Southern Beaches, Blue Lagoon	Coastal & Estuarine Risk Mitigation Project (CERMP Grant). Upgrade stormwater and outfalls, rehabilitation, protection coastal estuary, weed control, improve ecological and hydrological study.			\$ 13,739	\$ 13,960
Southern Beaches, Carlton Estuary	Coastal & Estuarine Risk Mitigation Project (CERMP Grant). Upgrade stormwater and outfalls, rehabilitation, protection coastal estuary, weed control, improve ecological and hydrological study.			\$ 3,866	\$ 12,000
Municipality - Various	Grate replacement - various roads.			\$ -	\$ -
Sorell, Main Road	Stormwater pipe and pit			\$ 799	\$ -
Primrose Sands, Grevillea Street	Grevillea Street Stormwater Upgrade			\$ 500	\$ -
TOTAL Carry Overs - Stormwater		\$ 3,358,861	\$ 3,430,564		
OTHER TRANSPORT					
Dodges Ferry, Carlton Beach Road	Bus stop upgrade at 35 Carlton Beach Road.			\$ -	\$ -
Sorell, Park & Ride	Bus stop upgrade.			\$ -	\$ -
TOTAL Other Transport 2024/25		\$ 187,520	\$ 187,520		



3/04/2025	SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025				
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
CARRY OVERS - OTHER TRANSPORT					
Dodges Ferry, corner of Carlton Beach Road and Webb Street	Installation of bollards and chevron alignment markers to highlight the curve to westbound motorists.			\$ 20,472	\$ -
Municipality - Various	Replacement signs for rural towns / districts / areas.			\$ -	\$ -
TOTAL Carry Overs - Other Transport		\$ 55,000	\$ 55,000		
PRELIMINARY WORK IN 2024/25					
Penna, Shark Point Road	Geotech, survey and design for potential reconstruction.			\$ 33,781	\$ 360
Midway Point, Penna Road	Geotech, survey and design for potential reconstruction.			\$ 30,240	\$ -
Dodges Ferry, Carlton Beach Road - Raprunner to East Street	Survey provision - gravel path @ 1.8m wide x 1800m.			\$ -	\$ -
Dodges Ferry Recreation Reserve OR 7th Avenue internal POS lot	Design / comms / DA provision - potential pump track.			\$ -	\$ -
Lewisham, Scenic Drive - Quarry Road to Gregory Street	Survey provision - gravel path @ 1.5m wide x 780m.			\$ -	\$ -
Primrose Sands	Survey provision - Stage 2 continuation of Tamarix Road loop to Petrel Street access to beach via Grebe - 250m & 80m across Crown land.			\$ -	\$ -
Sorell, Gatehouse Drive - Weston Hill Drive	Survey provision - concrete path @ 1.80m wide x 430m.			\$ 609	\$ -
Sorell, Valleyfield Road	Survey / design provision - easement acquisition and drain treatment to convey road runoff through private property #43 to #188 Arthur Highway.			-\$ 340	\$ -
Sorell, Valleyview Close	Survey / design provision - 5 Valleyview Close detention basin.			\$ -	\$ -
TOTAL PRELIMINARY WORK 2024/25		\$ 160,000	\$ 160,000		



3/04/2025	SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025				
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
CARRY OVERS - PRELIMINARY WORK					
Dunalley, Franklin Street	Reconstruction with chip seal surface - design only.			\$ 171	\$ 16,400
Dodges Ferry, Jacobs Court	SW design.			\$ -	\$ -
Carlton, Carlton River Road	Reconstruction - design only.			\$ 83	\$ 5,400
Dodges Ferry, Pearl Court	Chip seal and lime stabilisation and stormwater culvert - design only.			\$ 129	\$ 16,900
Dodges Ferry, Three Street	SW and transport upgrade: Provision for initial stage of works to address property impacts. Potential seal (2-coat seal with kerb and channel). Design only			\$ 171	\$ 17,400
TOTAL Carry Overs - Preliminary Work		\$ 140,000	\$ 140,000		
	Total Capital Jobs Carried Over to 2024/2025	\$ 10,130,379	\$ 10,293,964		
	Total 2024/2025 New Jobs	\$ 6,855,916	\$ 6,438,580		
	TOTAL 2024/25 CAPITAL BUDGET	\$ 16,986,295	\$ 16,732,543	\$ 8,498,346	\$ 1,879,863



18.3 TREASURY MANAGEMENT POLICY

RECOMMENDATION

"That Council resolve to endorse the revised Treasury Management Policy."

Introduction

This report provides an overview of the key considerations associated with the implementation of the Treasury Management Policy by Sorell Council.

The policy outlines Council's approach to managing its financial resources, particularly its cash, investments, financing and risk management related to liquidity and interest rates.

It is essential for ensuring financial stability, optimising returns, and maintaining compliance with internal controls and regulatory requirements.

Background

Sorell Council had previously adopted the Cash Management Policy which has now expired. It was further decided that this policy was no longer relevant or effective.

The Treasury Management Policy is the Cash Management Policy replacement.

Strategic plan

Responsible Stewardship and a Sustainable Organisation

Operational Plan

Not applicable.

Policy

Replacement and updated contemporary version of prior Cash Management Policy.

Asset Management Implications

NIL



Risk Management Implications

The policy has been developed in consideration of Council's Financial Management Strategy and underpinning long term financial plan.

A key focus of the policy is to ensure the organisation has in place a contemporary and robust approach to treasury management.

Community Implications

NIL

Report

The draft Policy has been considered by the Audit Panel with feedback incorporated during the review process.

Recommendation is made accordingly.

Scott Nicol
ACTING MANAGER FINANCE

Attachments: (11) pages





TREASURY MANAGEMENT POLICY

TITLE	TREASURY MANAGEMENT POLICY
RESPONSIBLE PERSON	MANAGER FINANCE
APPROVED BY COUNCIL	2025
RESOLUTION NO	/
AMENDED ON	
RESOLUTION NO	
REVIEW DATE	2028



1. POLICY STATEMENTS

- 1.1 The Treasury Management Policy (the policy) outlines the risks associated with treasury management and provides a framework that allows the Finance Department to manage those risks whilst minimising the cost of borrowings and maximising returns on surplus funds.
- 1.2 The policy outlines how required borrowings will be raised and how cash and investments will be managed to fund Council operations.
- 1.3 The policy ensures that all of Council's bank instruments and authorities are appropriately authorised and signed by authorised Council Officers.

2. DEFINITIONS

2.1 Credit Rating

A credit rating is an evaluation of the credit risk of an institution, predicting their ability to pay back debt, and an implicit forecast of the likelihood of the debtor defaulting.

The credit rating represents an evaluation by a credit rating agency of the qualitative and quantitative information for a prospective debtor, including information provided by the prospective debtor and other non-public information obtained by the credit rating agency's analysts.

2.2 Credit Risk

Credit risk is the risk of potential loss associated from default or insolvency of a financial institution. The Council's credit risk arises from transactions entered into with financial institutions.

2.3 Funding Risk

Funding risk is the risk that Council has not, or is unable to arrange, adequate debt finance to fund future financial commitments.

2.4 Interest Rate Risk

Interest rate risk is the impact of volatility in net interest income / expense on the financial position of Council.

2.5 Leverage Risk

Leverage risk is the risk that Council use borrowed capital to invest, which can increase potential returns but also increase the risk of loss.

2.6 Liquidity Risk

Liquidity risk is the risk that Council does not have access to sufficient available funds to enable it to make all payments as they become due.

2.7 Maturity Risk

Maturity risk is the risk associated with the length of time until an investment or borrowing matures. The longer the time until maturity, the greater the maturity risk.

2.8 Refinancing Risk

Refinancing risk is the inability to rollover existing facilities as they mature.

3. OBJECTIVE

- 3.1 The objective of the policy is to set the principles and criteria with regards to Council's treasury (cash) management in the context of its Strategic Plan, Annual Plan, Financial Management Strategy (FMS), Long Term Financial Plan (LTFP) and Annual Budget with its associated projected cash receipts and expenditure.

4. SCOPE

- 4.1 The policy will apply to all bank accounts, investment funds and loan funds controlled by Council and administered through the Finance Department.
- 4.2 The policy does not apply to investments in associates.

5. GUIDELINES

- 5.1 Council should always conduct its treasury management in accordance with the following legislative guidelines.
- 5.1.1 Funds for Investment
Investments of Council's funds are to be in accordance with Council's power of investment under:
- Local Government Act 1993 - Section 75.*
 - The Trustee Amendment (Investment Powers) Act 1997*
- 5.1.2 Borrowing of Funds
Borrowings by Council will be in accordance with the following:
- Local Government Act 1993 - Section 78-80.*

6. ETHICS AND CONFLICT OF INTEREST

- 6.1 In accordance with Council's *External Activities Conflict of Interest Policy*, Council Officers must avoid personal activities that could conflict with the effective management of the borrowing and investment portfolio.

Council Officers are required to disclose any conflicts of interest to the General Manager.

Independent advisors, if engaged, must also confirm the absence of actual or perceived conflicts of interest.

7. PRUDENT PERSONS OF BUSINESS

- 7.1 Council Officers must exercise due care, diligence, and skill in making borrowings and investments, adhering to acceptable risk tolerance levels. The borrowing and investment portfolio should be managed to safeguard its value, in line with the principles of the policy, and not for speculative purposes.

8. PROCEDURE (POLICY DETAIL)

8.1 Risk Management

Council's treasury management should be made with consideration to the below risks and management of these risks.

8.1.1 Credit Risk

Objective: To manage the overall level of credit exposure to individual financial institutions to acceptable levels of credit risk through institutional selection and diversification.

Management: Bank deposits must be invested within the allocation constraints outlined in the Investment Guidelines section (8.2.1 iii).

Prior to any bank deposit transaction being placed, the current exposure to a counterparty must be checked to ensure the new transaction will not result in a breach of the policy.

8.1.2 Funding and Refinancing Risk

Objective: To ensure the Council can obtain new borrowings and roll over existing borrowings to meet its financial requirements in a timely manner.

Management: The LTFP will identify the need for borrowings, while the Annual Plan will detail the amount required during the financial year.

The General Manager is required to develop and maintain management procedures relating to borrowing facilities.

The General Manager is to identify annual borrowing requirements with Treasury in the annual Treasury Loan Council Allocation Survey. The Treasurer is to approve Council's request prior to any borrowings.

8.1.3 Interest Rate and Maturity Risk

Objective: To monitor and manage interest income and expense volatility and to control the financial uncertainties associated with the time to maturity of investments and borrowings.

Management: Council manages these risks on deposits by investing in short-term maturities outlined in the Investment Guidelines section (8.2.1 i).

Council will seek to minimise these risks on borrowings by considering the time to maturity of borrowings.

The maturity profile of Council's investment and borrowing portfolio should enable Council to meet planned future cash flow requirements as reflected in the Annual Budget and the LTFP. Council manages its maturity risk by proactively planning for the timing of cashflows, ensuring that financial obligations align with available liquidity, and strategically balancing short, medium, and long-term financial needs.

8.1.4 Leverage Risk

Objective: To manage and assess the potential financial risk that arises from using leverage (borrowed capital) in investments.

Management: Investments with exposure to leverage risk are not to be entered into.

8.1.5 Liquidity Risk

Objective: To ensure the Council has the financial flexibility to meet all financial obligations as they fall due with surplus cash held specifically for this reason.

Management: The Council will hold a minimum level of liquidity in cash or cash equivalents in line with its Cash Management Strategy which forms part of the FMS.

8.2 Investment Guidelines

8.2.1 Council's Direct Investments

Council may deposit funds with any Commonwealth, State or Financial Institution under the guidelines as prescribed below.

- i. **Term to Maturity**
The term to maturity of any of Council's direct investments may range from "at call" to 1 Year.
- ii. **Quotations on Investments**
Not less than three quotations shall be obtained from Financial Institutions whenever an investment is proposed. The best quote will be successful after allowing for administrative and banking costs, as well as having regard to the limits set in the policy.
- iii. **Credit Rating**
Except for investments for which the principal and interest are guaranteed by the Federal Government or a State Government, the following credit and institutional framework limits apply:

Short Term Rating (S&P Global)	Long Term Rating (S&P Global)	Credit Rating Maximum Percentage of Total Investment	Financial Institution Maximum Percentage of Total Investment
A1+	AAA to AA-	100%	80%
A1	A+ to A-	100%	50%
A2	BBB+ to BBB	50%	25%

If any of the financial institutions are downgraded such that they are no longer in accordance with the policy, they will be divested as soon as practicable, and in any case within 60 days of Council becoming aware of the downgrade.

The credit rating definitions within the policy are the criteria given by S&P Global and are as follows:

Short Term Rating	Definition
A1+	Extremely strong capacity to meet its financial commitments
A1	A strong capacity to meet its financial commitments
A2	A satisfactory capacity to meet its financial commitments

Long Term Rating	Definition
AAA to AA-	Extremely to very strong capacity to meet its financial commitments
A+ to A-	A strong capacity to meet its financial commitments
BBB+ to BBB-	An adequate capacity to meet its financial commitments

Appendix 1: S&P Global Ratings Definitions

In a situation, where there is a discrepancy between the short and long term credit rating, the short term credit rating limit will apply.

If an investment of Council's does not have an S&P Global credit rating, an equivalent credit rating from a different rating agency will be assessed (e.g. Moody's or Fitch ratings)

- iv. Cap
The maximum amount to be invested is three million dollars (\$3,000,000).
- v. Prohibited Investments
Investments outside of the investment guidelines contained within the policy, must be referred to Council for prior approval.

8.2.2 Investment Reporting

A report on the performance of each investment shall when practicable form part of the monthly financial report presented to Council. The Audit Panel will receive the most recent report at each Audit Panel meeting.

The monthly investment report should provide details of all the investments held at the end of the month, including the following:

- The financial institution and credit rating
- The investment type
- The deposit date and maturity date
- The investments market value
- The expected return (e.g. interest rate)

The monthly investment report should also provide the following details:

- Investments which matured during the month and were not reinvested
- New investments which were entered into during the month
- Short term credit rating percentage of total investment
- Financial institution percentage of total investment

8.3 Borrowing Guidelines

8.3.1 Council's Borrowings

Council manages its income and expenditure to ensure there is sufficient cash to service its operating requirements. Borrowings can be utilised to fund significant capital projects and should be repaid over a defined period.

i. Borrowing Terms

In undertaking borrowings Council will consider the period over which the funds are required and the potential future movements in interest rates in determining the loan term. Council recognises the importance of balancing risk management and costs and in an effort to minimise both risk and interest cost, may utilise various borrowing mechanisms including:

- Fixed interest borrowings (including credit foncier and interest only)
- Variable interest borrowings (including cash advances and long-term interest only)

ii. Borrowing Approval

Where borrowings are required, prior to any borrowing, a report will be prepared for Council's approval, highlighting the following:

- The reason behind the need for the borrowings
- The level of borrowings required
- Council's overall borrowing maturity profile and mix
- An assessment of future interest rate movements
- The period over which cash is likely to be required and subsequently repaid

- Cost of the borrowings
- Department of Treasury and Finance Local Government Loans Program approval

8.3.2 Borrowing Reporting

A report on each borrowing shall when practicable form part of the monthly financial report presented to Council. The Audit Panel will receive the most recent report at each Audit Panel meeting

The monthly borrowing report should provide details of all the borrowings held at the end of the month, including the following:

- The financial institution
- The borrowing type
- The commencement date and maturity date
- The borrowing market value.
- The borrowing rate

8.4 Signatories Guidelines

8.4.1 Refer instrument of delegation local government act.

9. Financial Advisor

- 9.1 Should Council engage a financial advisor, the advisor must be approved by the General Manager and licensed by the Australian Securities Investment Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and, be free to choose the most appropriate product within the terms and conditions of the policy. The independent advisor is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending or reviewing, including that they are not receiving any commissions or other benefits in relation to the investments products being recommended or reviewed.

10. Policy Variations

- 10.1 The General Manager is authorised to approve temporary variations to the policy in exceptional circumstances for investments only, if the investment is to Council's advantage and/or also due to revised legislation. Such variation will be reported to Council and the Audit Panel, as soon as practicable. Any major variations to the policy will be submitted to Council for approval.

11. LEGISLATION

- 11.1 Local Government Act 1993.
- 11.2 The Trustee Amendment (Investment Powers) Act 1997.

Robert Higgins

GENERAL MANAGER

Appendix 1: S&P Global Ratings Definitions

1. Long-Term Issuer Credit Ratings

Table 3

Long-Term Issuer Credit Ratings*

Category	Definition
AAA	An obligor rated 'AAA' has extremely strong capacity to meet its financial commitments. 'AAA' is the highest issuer credit rating assigned by S&P Global Ratings.
AA	An obligor rated 'AA' has very strong capacity to meet its financial commitments. It differs from the highest-rated obligors only to a small degree.
A	An obligor rated 'A' has strong capacity to meet its financial commitments but is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligors in higher-rated categories.
BBB	An obligor rated 'BBB' has adequate capacity to meet its financial commitments. However, adverse economic conditions or changing circumstances are more likely to weaken the obligor's capacity to meet its financial commitments.
BB, B, CCC, and CC	Obligors rated 'BB', 'B', 'CCC', and 'CC' are regarded as having significant speculative characteristics. 'BB' indicates the least degree of speculation and 'CC' the highest. While such obligors will likely have some quality and protective characteristics, these may be outweighed by large uncertainties or major exposure to adverse conditions.
BB	An obligor rated 'BB' is less vulnerable in the near term than other lower-rated obligors. However, it faces major ongoing uncertainties and exposure to adverse business, financial, or economic conditions

	that could lead to the obligor's inadequate capacity to meet its financial commitments.
B	An obligor rated 'B' is more vulnerable than the obligors rated 'BB', but the obligor currently has the capacity to meet its financial commitments. Adverse business, financial, or economic conditions will likely impair the obligor's capacity or willingness to meet its financial commitments.
CCC	An obligor rated 'CCC' is currently vulnerable and is dependent upon favourable business, financial, and economic conditions to meet its financial commitments.
CC	An obligor rated 'CC' is currently highly vulnerable. The 'CC' rating is used when a default has not yet occurred but S&P Global Ratings expects default to be a virtual certainty, regardless of the anticipated time to default.
SD and D	An obligor is rated 'SD' (selective default) or 'D' if S&P Global Ratings considers there to be a default on one or more of its financial obligations, whether long- or short-term, including rated and unrated obligations but excluding hybrid instruments classified as regulatory capital or in nonpayment according to terms. A 'D' rating is assigned when S&P Global Ratings believes that the default will be a general default and that the obligor will fail to pay all or substantially all of its obligations as they come due. An 'SD' rating is assigned when S&P Global Ratings believes that the obligor has selectively defaulted on a specific issue or class of obligations but it will continue to meet its payment obligations on other issues or classes of obligations in a timely manner. A rating on an obligor is lowered to 'D' or 'SD' if it is conducting a distressed debt restructuring.
*Ratings from 'AA' to 'CCC' may be modified by the addition of a plus (+) or minus (-) sign to show relative standing within the rating categories.	

2. Short-Term Issuer Credit Ratings

Table 4

10 | TREASURY MANAGEMENT POLICY



Short-Term Issuer Credit Ratings

Category	Definition
A-1	An obligor rated 'A-1' has strong capacity to meet its financial commitments. It is rated in the highest category by S&P Global Ratings. Within this category, certain obligors are designated with a plus sign (+). This indicates that the obligor's capacity to meet its financial commitments is extremely strong.
A-2	An obligor rated 'A-2' has satisfactory capacity to meet its financial commitments. However, it is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligors in the highest rating category.
A-3	An obligor rated 'A-3' has adequate capacity to meet its financial obligations. However, adverse economic conditions or changing circumstances are more likely to weaken the obligor's capacity to meet its financial commitments.
B	An obligor rated 'B' is regarded as vulnerable and has significant speculative characteristics. The obligor currently has the capacity to meet its financial commitments; however, it faces major ongoing uncertainties that could lead to the obligor's inadequate capacity to meet its financial commitments.
C	An obligor rated 'C' is currently vulnerable to nonpayment that would result in an 'SD' or 'D' issuer rating and is dependent upon favourable business, financial, and economic conditions to meet its financial commitments.
SD and D	An obligor is rated 'SD' (selective default) or 'D' if S&P Global Ratings considers there to be a default on one or more of its financial obligations, whether long- or short-term, including rated and unrated obligations but excluding hybrid instruments classified as regulatory capital or in nonpayment according to terms. A 'D' rating is assigned when S&P Global Ratings believes that the default will be a general default and that the obligor will fail to pay all or substantially all of its obligations as they come due. An 'SD' rating is assigned when S&P Global Ratings believes that the obligor has selectively defaulted on a specific issue or class of obligations but it will continue to meet its payment obligations on other issues or classes of obligations in a timely manner. A rating on an obligor is lowered to 'D' or 'SD' if it is conducting a distressed debt restructuring.

19.0 PLANNING



Nil reports.



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025

20.0 HEALTH AND COMPLIANCE

Nil reports.

21.0 ROADS AND STORMWATER

Nil reports.

22.0 FACILITIES AND RECREATION

Nil reports.

23.0 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.*



24.0 CLOSED MEETING



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

Reference	Item
24.1	Confirmation of the Closed Council Minutes of the Council Meeting of 18 March 2025 - <i>Regulation 34(3)</i>
24.2	Disclosure of confidential information – <i>Regulation 15(8)</i>
24.3	Sorell Council Audit Panel Meeting Minutes – <i>Regulation 15(2)(g)</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 24.1 - 24.3 which are confidential matters as prescribed in Regulations 34 and 15 of the Local Government (Meeting Procedures) Regulations 2015."

24.1 CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 18 MARCH 2025



RECOMMENDATION

"That the Closed Minutes of the Council Meeting held on 18th March 2025 be confirmed."

24.2 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION



RECOMMENDATION

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



24.3 SORELL AUDIT PANEL MEETING MINUTES



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025



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
DEDTA	Department Economic Development, Tourism & The Arts
DECYP	Department for Education, Children and Young People
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
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

**AGENDA**

ORDINARY COUNCIL MEETING

15 APRIL 2025

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
SPA	Sorell Planning Authority
STCA	Southern Tasmanian Councils Association
STRWA	Southern Tasmanian Regional Waste Authority
STRLUS	Southern Tasmania Regional Land Use Strategy
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



AGENDA
ORDINARY COUNCIL MEETING
15 APRIL 2025