



COUNCIL AGENDA

18 JULY 2023

COUNCIL CHAMBERS

COMMUNITY ADMINISTRATION CENTRE (CAC)

NOTICE OF MEETING

Notice is hereby given that the next meeting of the Sorell Council will be held at the Community Administration Centre (CAC), 47 Cole Street, Sorell on Tuesday, 18 July 2023, commencing at 6.00 pm.

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

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

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

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

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

ROBERT HIGGINS
GENERAL MANAGER
13 JULY 2023



AGENDA

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

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1.0 ATTENDANCE

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

2.0 APOLOGIES

Councillor M Brown – approved leave of absence

3.0 DECLARATIONS OF PECUNIARY INTEREST

4.0 CONFIRMATION OF THE MINUTES OF 20 JUNE 2023

RECOMMENDATION

“That the Minutes of the Council Meeting held on 20th June 2023 be confirmed.”

Separately attached.

5.0 MAYOR’S REPORT

RECOMMENDATION

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

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

- Council meetings, SPA, workshops and regular weekly catch-ups with the GM.
- Attended LGAT Mayors LG Reform workshop.
- Attended 2 x Blue Lagoon Community Forums.
- Met with Phil Pregnell re: road safety.
- Met with STRWA CEO Paul Jackson.



- Attended LG Reform Eastern Shore Catchment discussions with Clrs Reed, Torenus and Campbell.
- Attended Taswater General Meeting Launceston.
- Accepted new Mayoral chains timber display stand.
- Participated in TFGA reform discussion.
- Chaired STRWA Council forum at Kingborough.
- Participated in SWS board evaluation.
- Attended LGAT AGM and General Meetings.
- Attended SENA Suns final TNL game.
- Met with Senator McAllister re: climate change and stormwater outfall upgrade project along with Council staff.
- Attended SEBA meeting.
- Participated in full day LGAT General Managers recruitment day.
- GM and I met with Water Polo Australia CEO.
- Sonia Pullen and I met with reps from Hobart Chargers re: future stadium use.
- Met with Jobs Tas re: Workforce Australia visit and findings.
- Met with Derwent Valley Council Acting GM Ron Sanderson re: waste issues.
- The GM and I met with Mercury reporter re: LG Reform.
- Met with CEO of Beacon Foundation.
- Attended Cats media event with Dibas Panta.
- Participated in Taswater board selection interviews.
- Conducted a municipal tour with the Governor of Tasmania.
- GM and I met with Destination Southern Tasmania CEO Alex Heroys.



6.0 SUPPLEMENTARY ITEMS

RECOMMENDATION

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

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

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

7.0 COUNCIL WORKSHOPS REPORT

^
The following Council Workshops were held:

Date	Purpose	Councillor Attendance	Councillor Apologies
27 th June 2023	<ul style="list-style-type: none"> LG Reform project – Council submission 	<ul style="list-style-type: none"> Vincent, Woolley, Brown, Torenus, Miro Quesada, Le Roux, Reynolds, Gatehouse, Campbell, Reed 	<ul style="list-style-type: none"> Nil.
4 th July 2023	<ul style="list-style-type: none"> Draft NRM/ Env Group TOR and Draft NRM Strategy Dunalley Hall management LG Reform project – Council submission 	<ul style="list-style-type: none"> Vincent, Woolley, Torenus, Miro Quesada, Le Roux, Reynolds, Gatehouse, Campbell, Reed 	<ul style="list-style-type: none"> Brown (Approved Leave of Absence) of



8.0 COUNCILLOR QUESTIONS ON NOTICE

9.0 COUNCILLOR MOTIONS ON NOTICE

10.0 WORKGROUP REPORTS

RECOMMENDATION

“That the workgroup reports as listed be received.”

10.1 OFFICE OF THE GENERAL MANAGER – ROBERT HIGGINS

- Attended 2 x Community Forums at Carlton Park SLSC on draft Blue Lagoon Management Plan – 21st June.
- Attended KPMG luncheon with national chair Alison Kitchen – 29th June.
- Participated in SWS Board evaluation – 29th June.
- Met with GSB and Tasman General Managers to discuss LG reform project – 3rd July.
- Attended Operational Plan day with leadership team – 5th July.
- Met with TasPolice Inspector Cooper and nominated MEM Coordinators to discuss emergency management preparation – 11th July.
- Attended STRLUS Regional Planning Coordinator application short listing meeting re: SPO/STCA jointly funded project – 12th July.
- Attended East Coast FMAC meeting – 18th July.
- Met with Mayor and DST CEO – 18th July.
- Staff meetings, Leadership Team meeting, workshops and SPA meetings.

DIRECTOR OF SERVICE DELIVERY – RUSSELL FOX

We are awaiting a decision from the Federal Department of Infrastructure regarding our additional grant application for South East Jobs Hub project. The quantity surveyors estimate for the proposed Pembroke Park (AFL clubrooms) - new upstairs function room is due next month following preliminary design concept work by the structural engineer.

The project managers have commenced drafting the project plans for this year's new capital works projects.



Meetings attended include:

- Regular WHS meeting (expression of interest for HSR committee membership to be undertaken before next committee meeting).
- With Project Engineer and Abetz Curtis to discuss finalising Stadium consultancies.
- Project Engineer (Transport & SW) and contractor for regular monthly site meeting for the Devenish Drive Stormwater project.
- Operational planning day.
- Manager Health & Compliance and potential waste contractors for a tender question and answer tender briefing session.
- Senator McAllister, the Mayor and NRM co-ordinator to discuss the Coastal Estuarine Risk mitigation program at one of the proposed project sites.
- Manager Health & Compliance and TasWater to discuss the proposed pressure sewer system proposed for a section of Shark Point Road.
- Two community forums at the Carlton Beach Surf Life Saving Club mostly regarding the draft Blue Lagoon catchment management plan.
- Manager Health & Compliance and a waste consultant to discuss potential assistance to Council in the implementation of its Waste Strategy.

DIRECTOR OF PEOPLE AND PERFORMANCE - JESS HINCHEN

Meetings attended include:

- YNOT re: Proposal for South East Youth Consultation Plan.
- Operational Planning Day.
- Meeting with Clr Reed, Clr Torenus, & Clr Miro Quesada re: Potential Arts Tas Grant Funding for Southern Beaches.
- EOFY Staff Celebration.
- Various meetings re: Stadium and Community Facilities.
- Various meetings regarding recruitment.
- Risk & Strategy meeting.
- Various HR meetings.
- Leadership Team meeting.
- Council Workshop.
- Council Meeting.

Currently working on:

- Review & Evaluation of New Organisational Structure, including all staff survey.
 - Planning & Facilitating Operational Planning Day.
-



- Review of South East Stadium staffing and operations.
- Development of Proposal for Youth Consultation and TCF Grant Funding.
- Development of Operational Plan.
- Reviewed WHS Management Plan.
- Review of various policies.
- Developing DISC Workshops for various Workgroups.

EMPLOYEE SUPPORT - HR

Recruitment

Recruitment for the following positions is currently in progress –

- Senior Planner – Interviews have been conducted and an outcome will be advised in due course.

Appointments

- Trainee Civil Construction – Nick McNeil was successful with his application. He commenced permanent employment 13 June 2023.
- Recreation Officer – Sophia Hart, Nick Richards and Steven Dineen were successful with their applications. They commenced casual employment 26 June 2023.
- Works Supervisor – Stormwater – Josh Young was successful with his application. He commenced permanent employment 26 June 2023.

Resignation

- Project Engineer – Transport & Stormwater – Adam Butler tendered his resignation. His final day will be 14 July 2023.

Training

- Supervisors x4 – DISC Thinking and Communication Preferences Workshop.
- Asset Management Congress – Manager Infrastructure & Assets.
- Greg Robertson - WMRR, Waste & Resource Recovery Forum.
- Sharon James - Aboriginal Awareness Training.
- Russell Fox - LGAT, Mineral Resources Workshop.
- Shane Wells – Plan Tech Brief.

SPEAK UP Stay ChatTY – Shorts Day held at CAC and Depot.

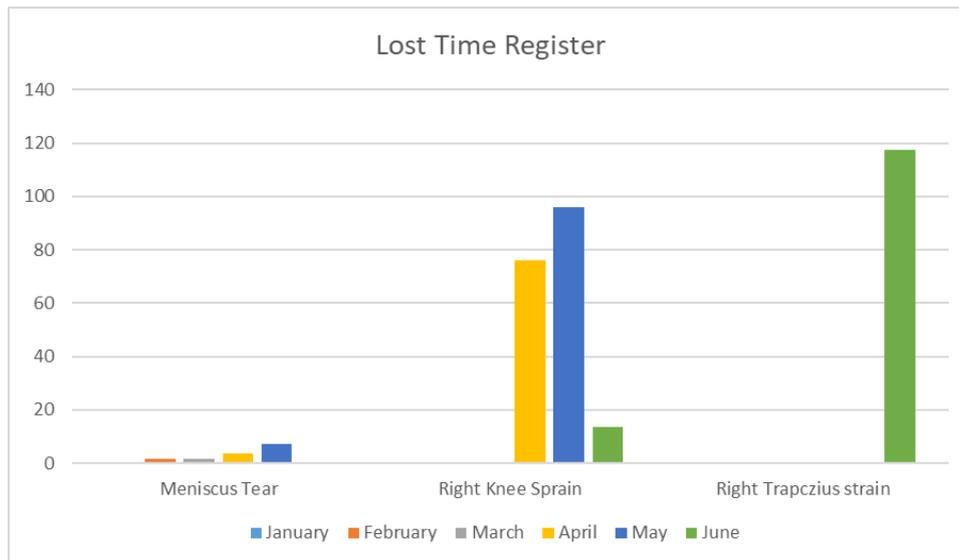


Meetings Attended

- WHS Meeting 21.06.2023.
- 3 x Workers Comp Doctor's Appointments.

Workers Compensation

- 2 x Active claims with Allianz.
- 1 x Meniscus Tear - claim closed.



DEVELOPMENT OFFICER – STRATEGY & RISK

Meetings attended:

- Event Risk Management Workshop – MAV.
- RDA Tasmania / SEBS Network.
- Future of Local Government Review - South East Catchment – Tasman, Sorell, Clarence and Brighton Council Employees' consultation.
- WHS/Workers Compensation Meeting.
- WHS Induction for Recreation Officers.
- Cheese and Deli Kitchen – Stadium canteen operators.
- Operational Planning Day.

Completed:

- People at Work survey conducted (survey link opened, collection).
- People at Work initial survey results report created and shared with LT.
- WHS and Risk reports for Audit Panel meeting.
- Successful Deed Variation for Healthy Tasmania Healthy Focus grant. Now two projects: a formal pathway and footbridge at Penna Beach; and a Link



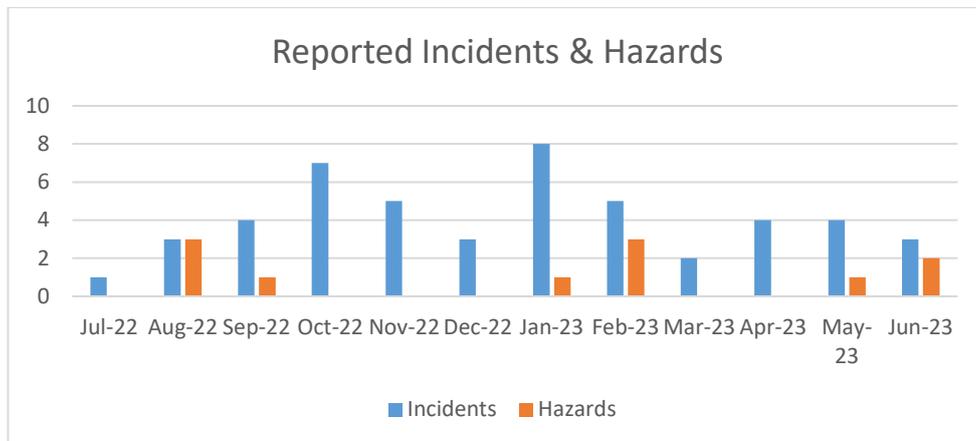
track at Miena Park to allow 5k Parkrun and future active transport link to Sorell Loop.

Working on:

- Federal Department of Infrastructure Grant Application for Sorell Memorial Hall funding.
- Continuous Improvement Plan to address MAV (Insurer) Audit findings related to Tree Management Procedures, Road Asset Management, Reserves and Open Space, Contractor Management.
- LiftLocal Grant – Tracks and Trails Strategy.
- Contractor Management Policy.
- Risk Treatment Plans for High Residual risk items on Strategic and Enterprise register.
- Draft Business Continuity Plan.
- Annual Plan.

WHS Report:

Reported Incidents and Hazards for the month of June



- 3 Incidents reported
 - 1 resulted in property damage
 - 1 external (non-worker) – laceration
 - 1 contractor – laceration



- 2 hazards identified and reported
 - Exposed wiring at Football oval – actioned.
 - Insufficient fixture holding sign at stadium – replacement required. Actioned.
- 3 investigations completed

10.2 FINANCE – SCOTT NICOL, ACTING MANAGER

Financial Management

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

- In preparation for the 2023/2024 financial year, the following tasks were completed:
 - The 2023/2024 operating budget was uploaded to the Navision Finance system and all corresponding reports were updated.
 - The 2023/2024 capital budget was rolled over and updated.
 - The 2023/2024 fees and charges schedule was updated in Property Wise.
 - The approved 2023/2024 operating budget, capital budget and fees & charges schedule were circulated to all staff.
- A new variance reporting schedule was developed for the 2023/2024 financial year. This schedule was circulated to all Workgroup managers, including when variance reporting on actual to budget income and expenditure is expected to be completed.
- Work continued on preparation for 30 June 2023 end of financial year, including preparing the 2022/2023 local government model financial statements.
- Work continued on preparing capital jobs for capitalisation at 30 June 2022 and a number of plant and equipment assets were prepared for capitalisation.
- The Fringe Benefit Tax (FBT) return was completed and lodged in June 2023.
- Various Grant acquittals.
- South East Region Development Association (SERDA) ad-hoc and monthly financial tasks were completed.



Rates

- At the end of June, Council recorded another low rates debtor balance of \$22k debit balance. This balance included \$395k of rates paid in advance and \$417k of rates outstanding. At the same time last year the rates debtor balance was \$48k credit balance, consisting of \$373k of rates paid in advance and \$325k of rates outstanding.
- Interest and penalty raised to the end of June was \$115k. This is compared to \$117k raised at the same time last year.
- Supplementary valuations were received from the Office of the Valuer-General, year to date totalling \$41k in waste charges, \$173k in general rates and \$8k in fire levy income.
- The 2023/2024 rates restructure was finalised and ready to be implemented in July 2023.

Audit

- The 2022/2023 end of financial year audit is scheduled to take place on-site early September.

Operational Plan

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

Operational Plan Item	Status
Finance System Upgrade	Testing stage, including testing of the Subscribe-HR timesheet system and the Business Central job costing modification. Due to resource issues we are now working towards a go live date of 18th September.
Policies & Procedures Review	Working stage, including review of all current finance policies and procedures. At final review.
Internal Audit of Finance Policies	Working stage, including review of all current finance policies and procedures. At final review.
Long Term Financial Plan (LTFP) Review & Financial Management Strategy	Work in progress, with a presentation date to be finalised.



Register of Finance	In progress, including development of draft procedures and moving current procedures into the updated template.
Fuel Purchasing System Checks/Control Review	Working stage, including policy draft.
Rates Property #1 account	In progress, including process development and discussions with Council's CBA Relationship Manager.

Grants & Funding

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

- Financial Assistance Grant funding in advance for the 2023/2024 financial year of \$2,782,986 received by Council.
- Council invoiced \$393,000 to State Emergency Services for the National Flood Mitigation Infrastructure Program instalment 1 and 2. Payment had not been received at the time of writing this report.
- Department of Infrastructure, Local Roads and Community Infrastructure Program grant funding of \$309,837 for Phase 3 received by Council.
- Council received \$100,000 from the Department of Health and Human Services for the Health Promotion Program.
- Council invoiced \$138,500 to Department of State Growth for the Safer Rural Roads Program instalment 1. Payment had not been received at the time of writing this report.

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

Insurance

- Insurance renewal documentation for the 2023/2024 financial year is now complete and provided to the insurance brokers. All insurance policies are in place at 30 June 2023.

Fleet Management

- A remaining vehicle has a delivery date of June. The final vehicle ordered has an estimated delivery date of December.



Plant and Equipment Disposals

- All Disposals to date are shown below. Three other vehicles from the 2022/2023 replacements will not be sold until the 2023/2024 financial year due to other requirements and delivery of new vehicles.

Summary of Plant & Equipment Sales to Date

Plant & Equipment Details	Date of Disposal	Reason for Disposal	Method of Disposal	Proceeds of sale	Disposal Costs	WDV	Profit/(Loss) on Disposal
Mitsubishi Outlander K53EF	1/07/2022	Age, Wear and Tear Replacement	Sold Per GM Instructions	\$ 36,300	\$ -	\$ 35,125	\$ 1,175
Mitsubishi Outlander K52EF	1/07/2022	Age, Wear and Tear Replacement	Sold Per GM Instructions	\$ 33,414	\$ -	\$ 32,349	\$ 1,065
Mitsubishi Outlander F12CJ	1/07/2022	Age, Wear and Tear Replacement	Sold Per GM Instructions	\$ 16,364	\$ -	\$ -	\$ 16,364
Mitsubishi Outlander F18CJ	1/07/2022	Age, Wear and Tear Replacement	Sold Per GM Instructions	\$ 16,364	\$ -	\$ -	\$ 16,364
Mower H87QT	5/05/2023	Age, Wear and Tear Replacement	Pickles Auction	\$ 3,909	\$ 117	\$ -	\$ 3,792
Ford Ranger F41NZ	30/05/2023	Age, Wear and Tear Replacement	Pickles Auction	\$ 21,136	\$ 435	\$ -	\$ 20,701
Ford Ranger I59FC	1/06/2023	Write off	Zurich insurance	\$ 34,225	\$ -	\$ 14,414	\$ 19,810
Mitsubishi Outlander I97CL	12/06/2023	Age, Wear and Tear Replacement	Pickles Auction	\$ 20,000	\$ 435	\$ 4,408	\$ 15,592

Meetings

- Monthly capital works meeting with Finance, Asset Management, Engineering and Depot staff – 13/06/2023
- Leadership Team meeting – 7/06/2023
- Audit Panel Meeting – 19/06/2023
- Councillors Workshop – 6/06/2023
- Council Meeting – 20/06/2023
- Commonwealth Bank RBA update – 8/06/2023



- LGR Engagement Session – 22/06/2023
- Various meetings re resumption of finance system upgrade

PAYROLL

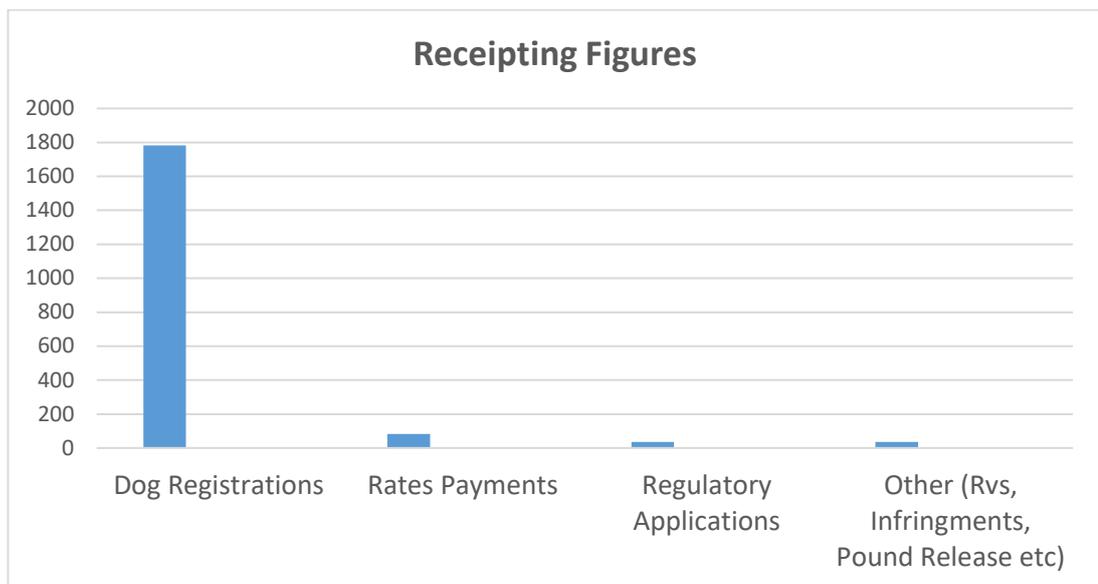
Employee Support – Payroll

- Two pay runs completed.
- End of financial year completed.
- 3.5% Rate increase applied.
- 0.25% super increase applied.
- Allowance increases applied.

10.3 COMMUNITY RELATIONS – STACEY GADD, MANAGER

CUSTOMER & BUSINESS SUPPORT

Receipting figures – June





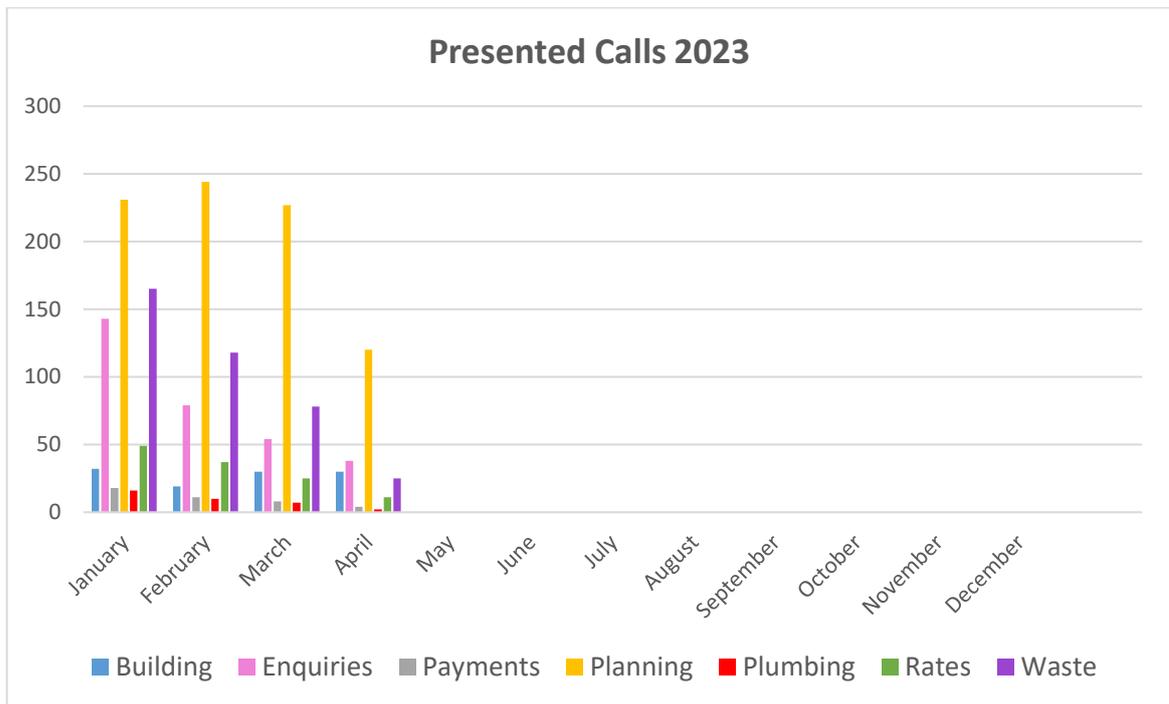
Phone Call Reporting – June 2023

Enquiry	Answered Calls	Average Speed of Answer	% of Calls Answered
Building			
Enquiries			
Payments			
Planning			
Plumbing			
Rates			
Waste			

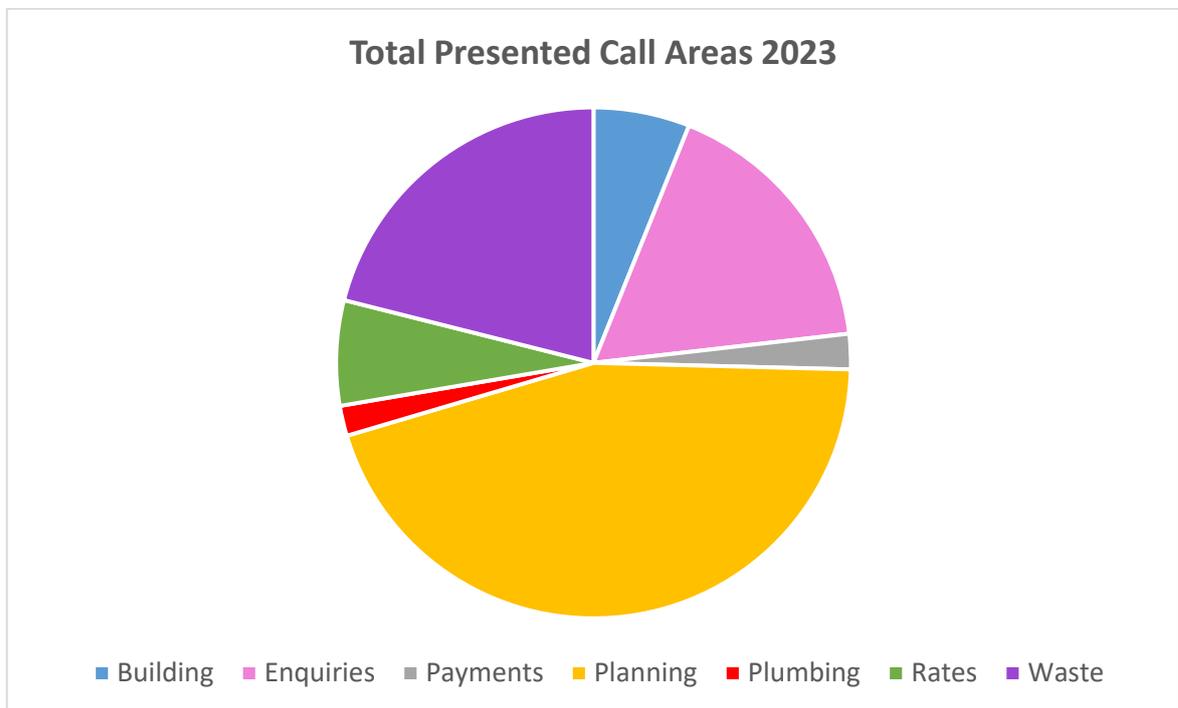
Phone reporting data unable to be provided. Currently investigating.



Presented Calls by month for 2023



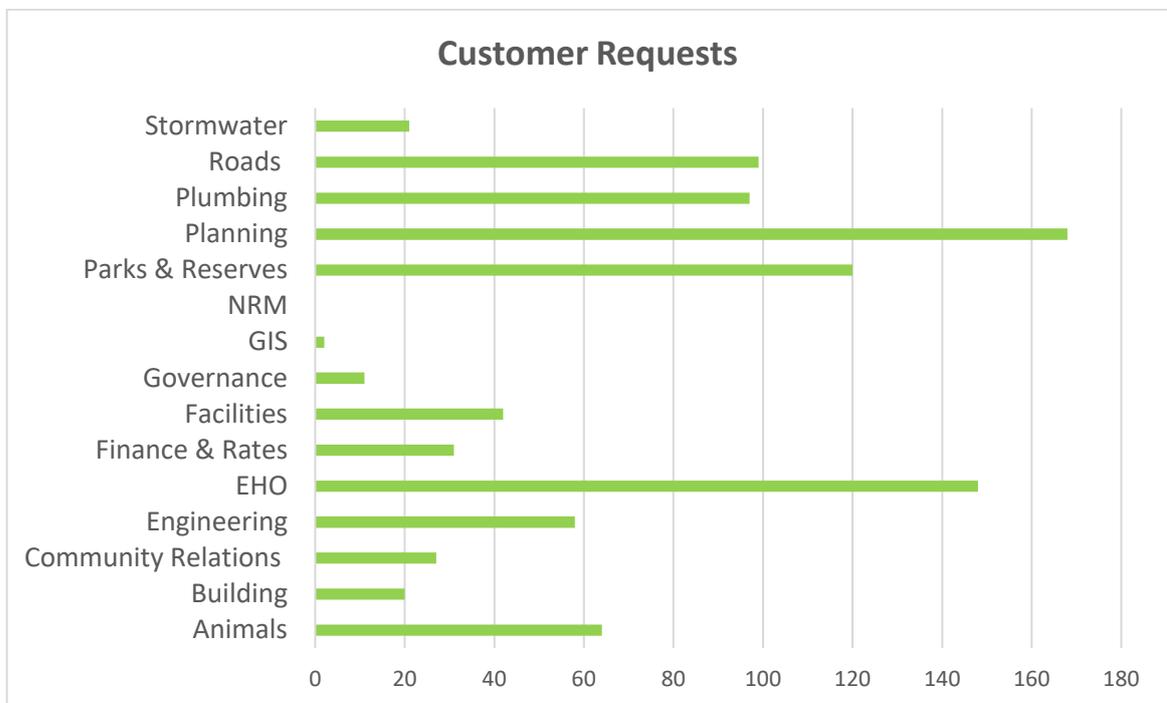
Total Presented Calls for 2023



Customer Requests
CRMs created for the month of June

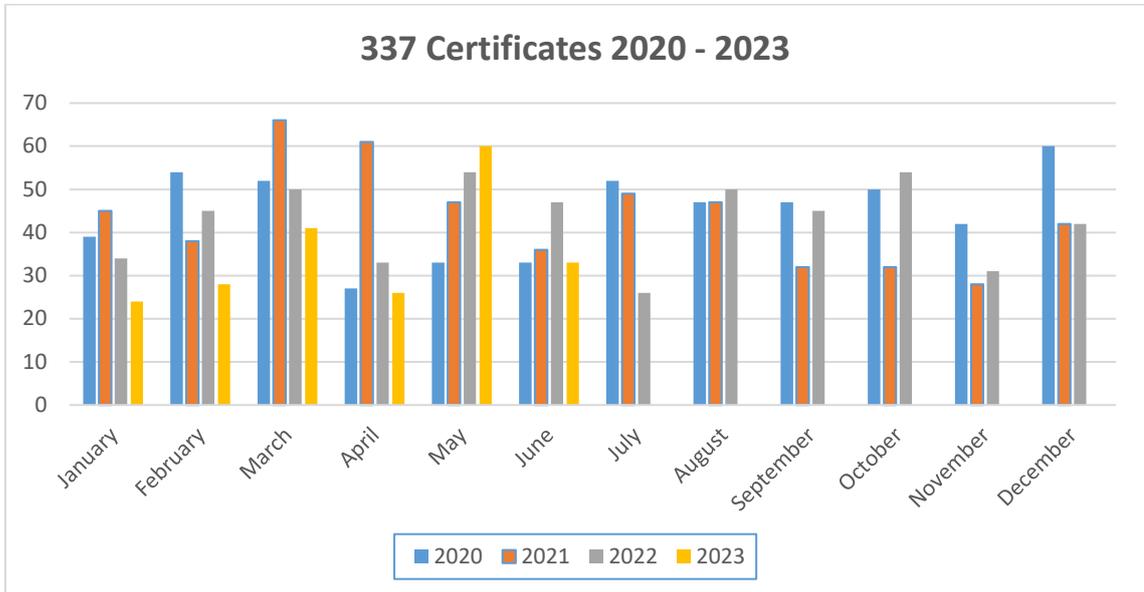


Total CRMs created for 2023

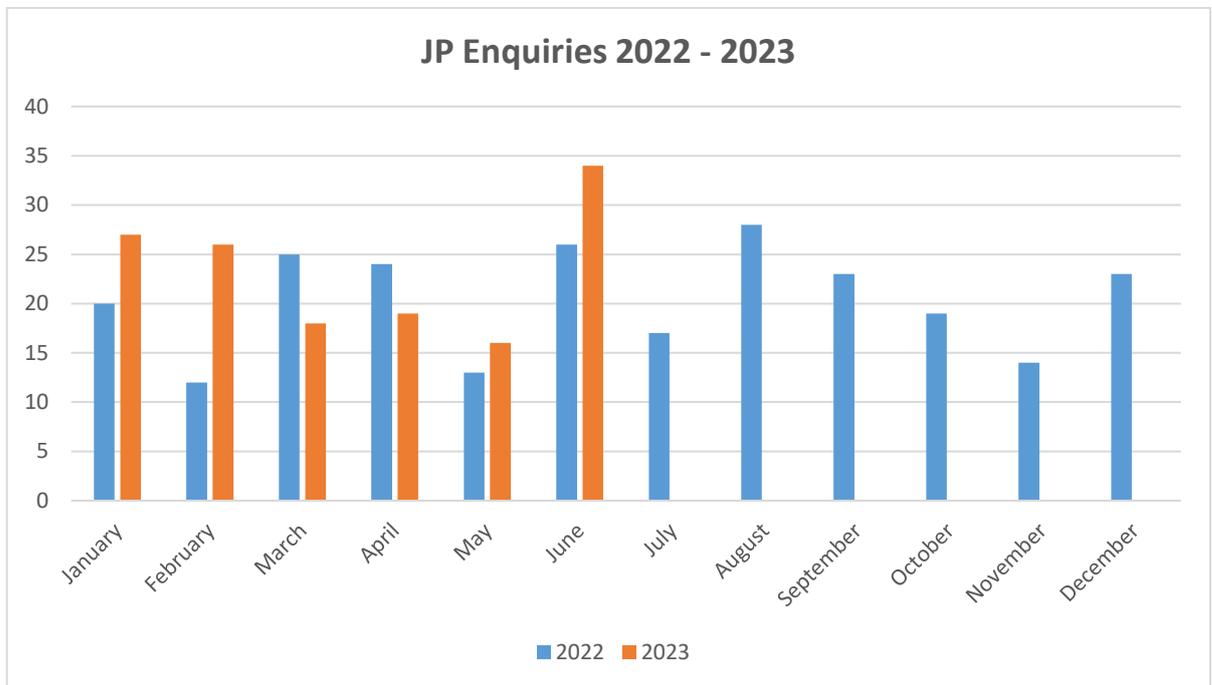


337 Certificates

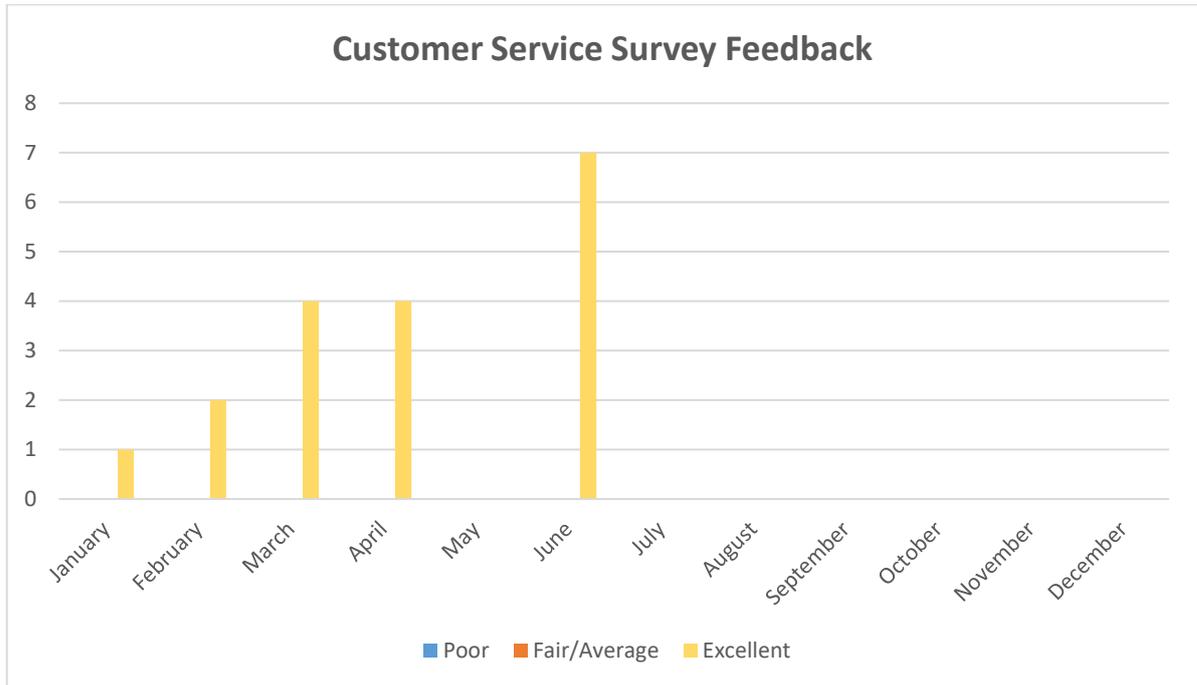
Council processed 33 - 337 Certificates in June 2023 which relate to the sale of properties as detailed in the graph below.



Justice of the Peace Enquiries



Customer Service Feedback



We received 7 completed customer service surveys and 3 emails from customers for the month of June.

- I'd like to thank Sorell Council and the lovely lady, Bec, in the area of Parks who helped me with our problem regarding flyaway items from FlyAway Park. I am thrilled to see the lovely native trees planted behind my house. They are fantastic! Thank you so much. Thank you too, Bec, for listening to the problem, acting so quickly, and being so supportive. I really appreciate your help. I know the trees will be a huge asset and I couldn't be happier. They will provide a lovely screen, privacy, and also hopefully act as catchers mitts into the future, Once again, my greatest appreciation.*

- Dear Sorell Council*

I know you all work very hard for our community and I feel that all I have been sending you lately are letters of complaint.

So I have three huge thankyou's.

Thankyou so much for employing Oliver Strutt to manage vegetation in the Dodges Ferry Flora Park. I feel grateful for this important signal that council is willing to try less invasive and damaging land-management techniques in this extremely sensitive area.

Second thankyou is for taking over the disused Tasnetworks power pole on the Loop Track north of Dodges Ferry Primary School. It will become a highrise native habitat pole highly visible from the school. It might raise the spirits of a generation of kids who have witnessed more environmental



devastation in their lives, via social media, than my generation ever had to contend with.

Third thankyou is for removing the 34 tyres from the Dodges Ferry Recycling Centre. Seeing highly-polluted council-managed areas habituates the idea that the council doesn't care, so why should the kids? And I know that council does care.

- *Thanks Cheryl for your prompt, thorough assistance just with my rates notice query. I've taken the liberty of cc-ing your GM to this thank you note just so he's aware of your good work. Best wishes*

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 and Draft Blue Lagoon Management Plan.
- NRM – NRM Thursday posts on social media ongoing re weeds and other NRM matters and Weed Awareness section ongoing in monthly Sorell Times advert.

Waste Education

- Waste Wednesday social media posts ongoing with plans in place to promote Plastic Free July throughout the upcoming month.

Advocacy

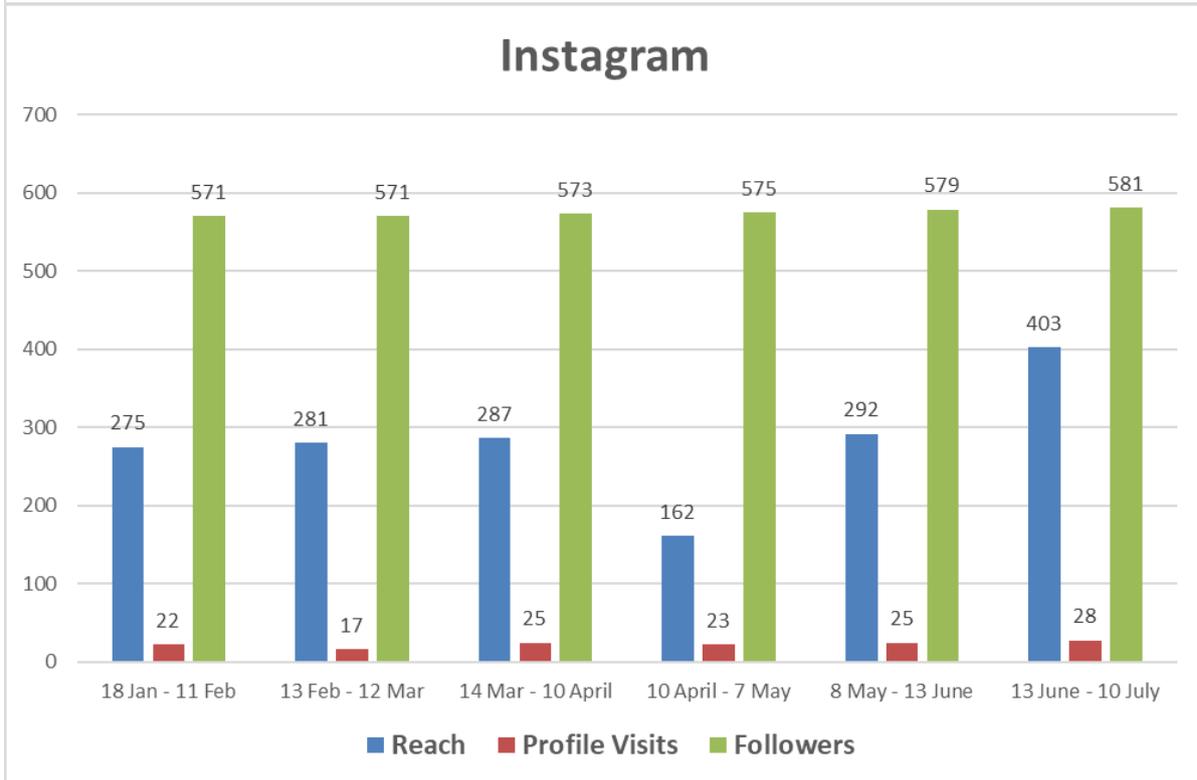
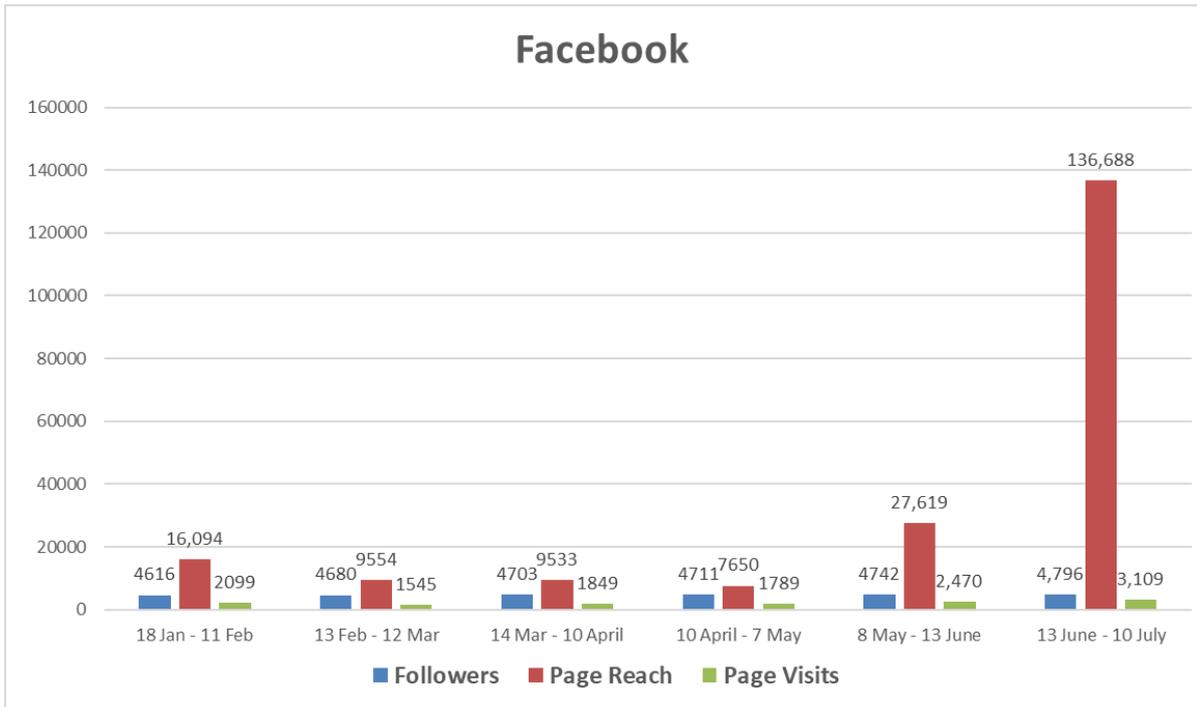
- Regional Strengthening Projects – Distribution of document to identified stakeholders as required is ongoing.

Area Promotion/Marketing

- Renewal of Sorell sign outside Rural Solutions underway.



Social Media



COMMUNITY CONSULTATION/ENGAGEMENT

- Senior Advisory Group Meeting - Held 20 June (approx. a dozen attendees).
- Draft Blue Lagoon Management Plan - Held two Community Forums late June at Carlton Park Surf Life Saving Club.
- Preparation for Municipal Visit by Her Excellency the Governor on Monday 17 July 2023 – engagement with local organisations and Government House on itinerary inclusions and Civic Reception.
- Community Conversations – Scheduled meetings for Primrose Sands (July) and Midway Point (August) and commenced promotions for these.
- Cat Management Trial – in partnership with Ten Lives and Tassie Cat, updated Council website to include survey for the Midway Point cat trial (also distributed via Rates Notice).
- Service Providers - Met directly with 4 service providers who were unable to make Service Provider Meeting in early June.
- Met with Action Crew at Sorell School to discuss work delivered in partnership with Collective ed.
- Attended Empowered - International Best Friends Day hosted by BEST / Salvos at Sorell Memorial Hall.

MEDIA

- The Mercury – provided comment re a plumbing issue at a private residence, however the story did not proceed.

ARTS AND CULTURE

- Sorell 22: Country to Coast – Ongoing discussions re completion and promotion of culture and identity video.
- Met with several Councillors re potential event re arts grant.

COMMUNITY COLLABORATIONS

- Nil this month.

COMMUNITY GRANTS PROGRAM

Community Grants

- Nil this month.

Individual Achievement

- Lihwa Wong – Selected in the Tasmania Swimming team to compete in the School Sports Australia Swimming Championships in Sydney August 2023.



- Liyng Wong - Selected in the Tasmania Swimming team to compete in the School Sports Australia Swimming Championships in Sydney August 2023.
- Matilda Forrest - Selected in the Tasmania Swimming team to compete in the School Sports Australia Swimming Championships in Sydney August 2023.
- Liam Barnett – Selected in the Tasmanian Water Polo team to compete in the National State Championships in Sydney September 2023.

Quick Response

- Youth With a Mission Tasmania - \$399.00 for the purchase of an easily transportable BBQ to assist with their community BBQ's at the Sorell Skate Park and PCYC shed as part of the Youth Matters joint venture with South East Salvos.
- Primrose Sands Fire Brigade - \$217 for the purchase of a Halligan Bar, a Manual Rescue Tool.

EVENTS

- Sorell 22: Country to Coast – Commenced initial organising of the launch of the film as a community event.
- Governor of Tasmania's Official Visit – Finalised the itinerary and organised the details for Her Excellency's visit to our Municipality on Monday 17 July.

CORPORATE ADMINISTRATION

Right to Information

- Two Right to Information Requests were received.

Policies under review

Policy	Policy Type	Update
Environmental Sustainability Policy	Council	Review complete – to be rescinded and replacement NRM Strategy adopted.
Enforcement Policy	Council	Review complete. Associated Enforcement Procedure developed. Both require Council workshop before adoption.
Fraud and Corruption Prevention	Council	Officer review nearing completion.
Property Access Policy	Council	Review complete. Requires Council approval.
Code of Tendering	Council	Officer review underway.
Motor Vehicle	Management	Officer review in progress.



Disposal of Council Goods & Equipment	Management	Review complete. Sent for delegate approval.
Investment Policy	Council	Officer review nearing completion.
Fees Refund and Remission	Council	Review complete. Requires Council approval.
Creation and Review of Council Policies	Management	Review complete. Sent for delegate approval.
Acknowledgement of Traditional Owners Policy	Council	Officer review underway.
Audio Recording of Council Meetings	Council	Officer review underway.
Related Party Disclosures Policy	Management	Officer review nearing completion.
Credit Card Policy	Management	Officer review nearing completion.
Asset Management Policy	Council	Officer review underway.
Personal Information Protection Policy	Council	Officer review underway.

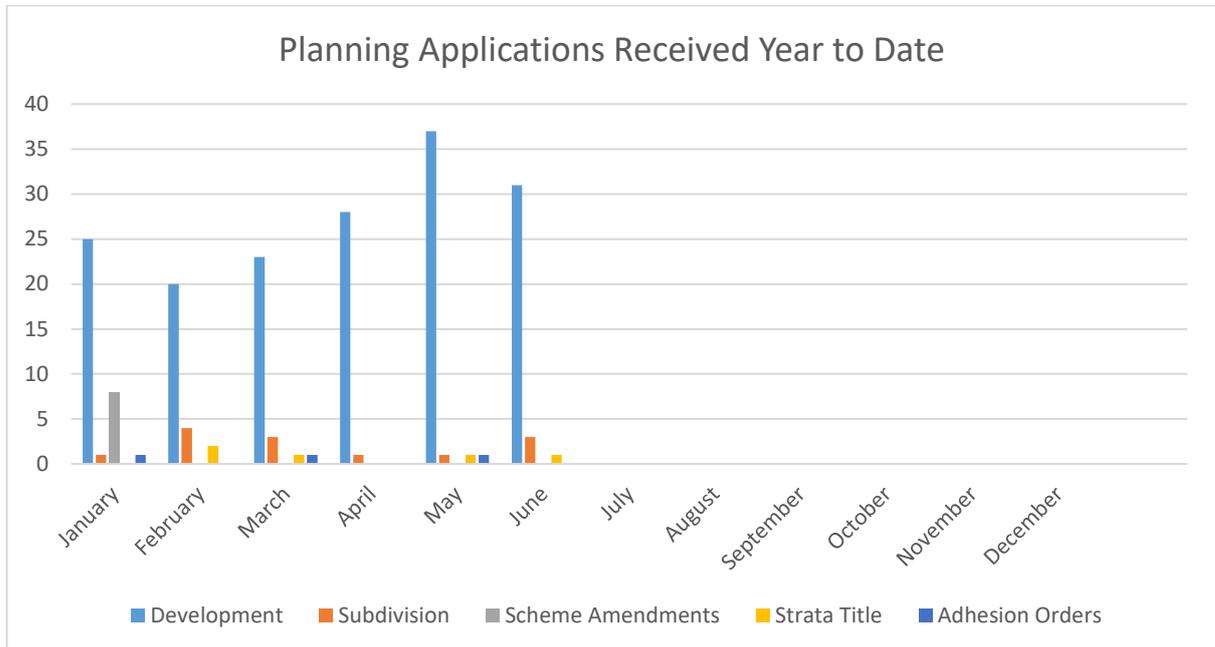
Leases & Licences

- Men's Shed Lease - Renewal sent to tenant for signing.
- BEST 11 Fitzroy Street – Lease signed.
- Sorell Football Club Lease – Negotiations ongoing.
- Dodges Ferry Rec Centre – Variation to Lease negotiations re: Canteen.
- Midway Point Yacht Club – Lease signed.
- Dodges Ferry Ambulance Station – Renewal of Lease in progress.



10.4 PLANNING – SHANE WELLS, MANAGER

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



During the month of June 2023, no requests to waive Planning fees were considered.

DELEGATED AUTHORITY

During the month of June 2023, a total of 32 Planning Approvals/Permits/Exemptions have been issued including:

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



2	Applications presented as Discretionary Developments for Council consideration at SPA/Council Meeting.
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The following is a summary of approvals/permits issued for June 2023.

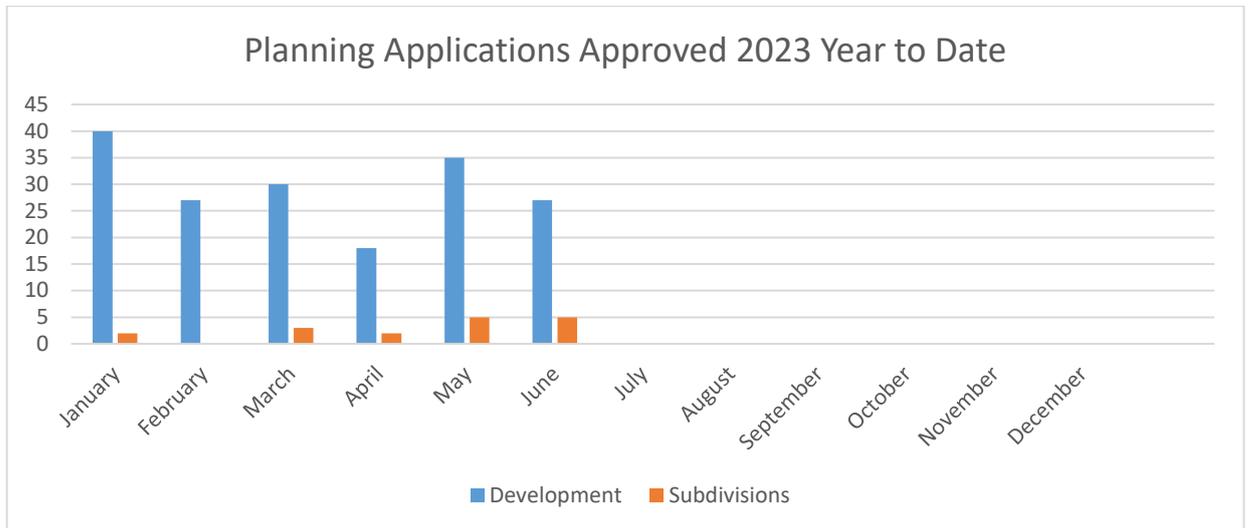
Description	Application Type	Property Address	Value Of Work
Outbuilding (shed)	Discretionary	38 Marion Bay Road, Copping	\$25,000.00
Adhesion Order	Final Plan	280 Bay Road, Boomer Bay	\$0.00
Additions & Alterations to Dwelling	No Permit Required	3 Sweetwater Road, Midway Point	\$50,000.00
Dwelling (CT184600/312)	No Permit Required	44 Friendship Drive, Sorell (CT184600/312)	\$374,715.00
Secondary Residence	Discretionary	411 Kellevie Road, Kellevie	\$40,000.00
Outbuilding	Discretionary	50 Greens Road, Orielton	\$22,450.00
Outbuilding	Discretionary	2 Plenar Street, Carlton	\$10,000.00
Change of use (garage to secondary residence)	No Permit Required	4 Cornelius Avenue, Sorell	\$10,000.00
Awning	No Permit Required	88 Pennington Drive, Sorell	\$16,016.00
Additions & alterations	Discretionary	395 Shark Point Road, Penna	\$150,000.00
Dwelling & outbuilding	Discretionary	46 Franklin Street, Lewisham	\$365,000.00
Dwelling & outbuilding	Discretionary	96 Carlton Beach Road, Dodges Ferry	\$300,000.00
Additions & alterations	Discretionary	4 Imlay Street, Dunalley	\$120,000.00
Dwelling & Outbuilding	Discretionary	3 Parkside Place, Sorell	\$540,000.00
Dwelling	Discretionary	497 Shark Point Road, Penna (CT60637/18)	\$450,000.00
Change of Use - Dwelling to Visitor Accommodation	Discretionary	14 Frogmouth Lane, Primrose Sands	\$0.00
Minor Amendment Section 56 to Dwelling	Minor Amendments	5 Friendship Drive, Sorell	\$0.00
Outbuilding	Discretionary	3 Verdant Close, Sorell	\$20,000.00
Dwelling	Discretionary	714A Bay Road, Marion Bay	\$450,000.00
Outbuilding	Permitted	77 Quarry Road, Forcett	\$25,000.00
Dwelling	No Permit Required	34 Federation Drive, Sorell	\$360,000.00
Dwelling	No Permit Required	12 Downward Way, Sorell	\$338,430.00



Outbuilding	No Permit Required	47 Sandpiper Drive, Midway Point	\$0.00
Additions & Alterations to Dwelling	Discretionary	19 Walker Street, Sorell	\$80,000.00
Additions & Alterations (Swimming Pool)	No Permit Required	774 Primrose Sands Road, Primrose Sands	\$70,000.00
Dwelling (CT184600/319)	No Permit Required	58 Friendship Drive, Sorell	\$359,150.00
Home Based Business - Online Store	Permitted	39 Sweetwater Road, Midway Point	\$0.00
3 Lot Subdivision	Discretionary	41 Imlay Street, Dunalley	\$0.00
Minor Amendment - Changes to lot Design	Minor Amendments	3 Correa Street, Primrose Sands	\$0.00
Boundary Adjustment & 1 Lot Subdivision	Discretionary	(Part Of) 252 & 220 Greens Road, Orielson	\$0.00
Boundary Adjustment	Discretionary	14 Forcett Street, Sorell (CT40930/17 & CT40930/13)	\$0.00
Subdivision - 2 existing lots into 3 Lots (creating 1 x additional Lot)	Discretionary	195-227 Penna Road, Midway Point	\$0.00

Planning permits issued year for 2023

Planning Applications approved year to date including June 2023.



SORELL PLANNING AUTHORITY (SPA)

The Sorell Planning Authority (SPA) met on 6 June 2023 and 20 June 2023 and determined the following matters:

- Secondary residence at 411 Kellevie Road, Kellevie (5.2023.97.1)
- Three lot subdivision at 41 Imlay Street, Dunalley (7.2022.22.1)
- Draft Tasmanian Housing Strategy Submission
- Draft Tasmanian Planning Policies Submission

APPEALS

Item	Appeal Status
Approval of six lot subdivision at 16-42 Arthur Highway, Dunalley	Consent agreement signed (to refuse). New application lodged for different design and increase in lots.

STRATEGIC PLANNING

Item	Status (* indicates update since prior month)
Mineral Resource Tasmania (MRT) presentation on landslide risk and risk assessment	Several staff attended the session which was facilitated by Kingborough Council. (*)
Outer Hobart Residential Supply and Demand Study	Work has commenced. Preliminary result due in Feb-March. Due for May-June completion.
State Planning Office (SPO) – Tasmanian Planning Policies	Exhibition period has completed. TPC hearings to follow. (*)
State Planning Office (SPO) – Five Year Review of State Planning Provisions	SPO have prioritised action items for the review process.
State Planning Office (SPO) – Regional planning framework and structure planning guidelines	Consultation report released 22 May 2023, available at www.planningreform.tas.gov.au .
Regional Land Use Strategy Update	Joint funded SPO / STCA regional planning coordinator role recruitment process underway. (*)
Website update	Ongoing.
Update of standard planning conditions, procedures and correspondence	Ongoing.



Policy on stormwater in new developments	Council workshop required.
Car parking strategy and cash-in-lieu policy	Council workshop required. (*)

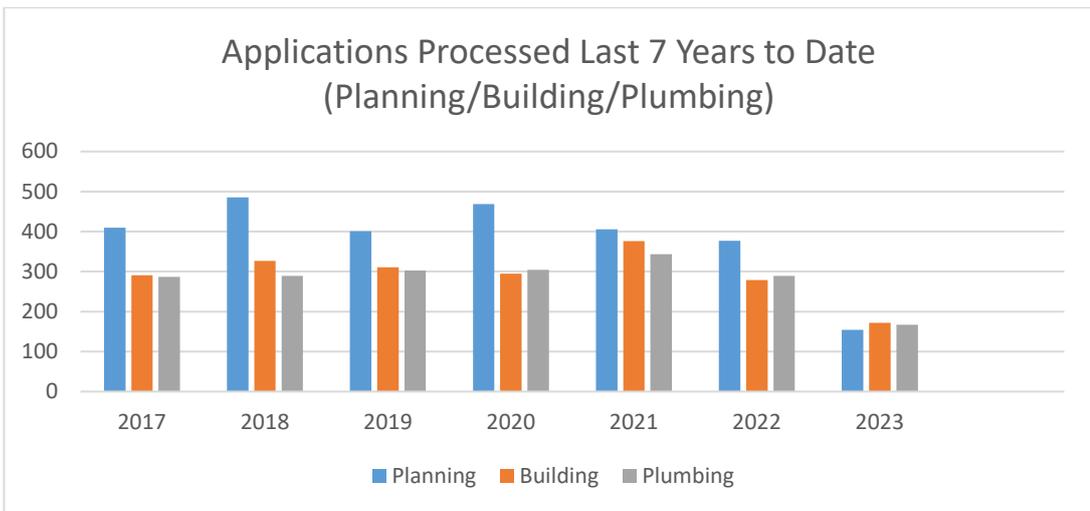
NATURAL RESOURCE MANAGEMENT

Following key activities were conducted:

- Stage two of the Fulham Road rehabilitation site in progress.
- Midway Point project on Cats in progress.
- Craigs Hill Bushland Reserve community consultation activity commenced.
- Various education/awareness articles published.
- Council Fleet transition plan in progress.
- Carlton Beach dune rehabilitation completed.
- Paterson’s Curse WAF grant work commenced.
- BLMP community consultation in progress.
- NRM strategy in review.
- NRMEG TOR in review.
- Various site inspection for weeds around municipality and removal underway.

DEVELOPMENT ASSESSMENT

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



DEVELOPMENT ENGINEERING

Development Engineering Compliance

Development Engineering is continuing to actively undertake the assessment, inspection, and monitoring of approved developments and subdivisions under design and construction.

Engineering Audits for the construction of new municipal infrastructure (including roadways, kerb & gutter, footpaths, driveways, and stormwater pipeline and manhole infrastructure) are consistently required and regularly meeting the Council's standard requirements.

Developments under construction are as follows:

- Sorell – 20 Arthur Highway – 55 Lots on corner of Pawleena Road – Commenced June 2021 – Stage 1, 2, and 3 complete – Stage 4 nearing completion.
- Sorell – 37 Pawleena Road – Stage 2, 3, 4, 5, and 6 complete – Works on Pawleena Road roundabout to recommence.
- Midway Point – 195-227, 252 Penna Road – Stage 1, 2, 3, and 5 complete – Works on Stages 4, 6, and 7 are on-going – Dust Suppression activities are being enforced.
- Sorell – 56-62 Forcett Street – 65 Lots by JAC Group – Works on-going.
- Orielton – 212 Greens Road – 14 lots by JAC Group – Works have commenced.

Developments likely to begin construction are as follows:

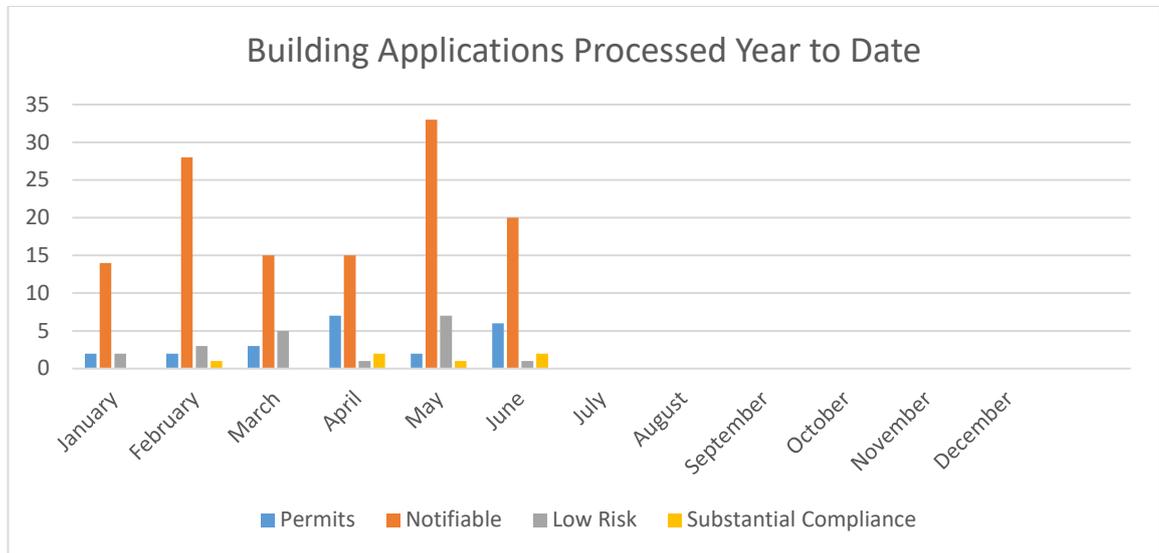
- Orielton – 212 Greens Road (4 Lot Subdivision).
- Dodges Ferry – 116A Bally Park Road (8 Lot Subdivision).



10.5 HEALTH AND COMPLIANCE – GREG ROBERTSON, MANAGER

BUILDING

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



Details of applications that were approved in June 2023 (details below).

These include:

- 6 Permits
- 20 Notifiable
- 1 Low Risk
- 2 Substantial Compliance

Property Address	Propose Use Of Building	Value Of Work
313 Marchwiell Road, Bream Creek	Visitor Accommodation	\$800,000.00
64 Pennington Drive, Sorell	Dwelling	\$487,715.00
293-295 Carlton Beach Road, Carlton	Shed	\$30,000.00
4 Shamrock Court, Carlton	Shed & Carport	\$25,000.00
17 Fishburn Way, Sorell	Dwelling	\$401,045.00
1 Lagoon View Court, Midway Point	Proposed Spa Pool & Deck	\$15,000.00
313 Marchwiell Road, Bream Creek	Amendment - Visitor Accommodation	\$0.00
280 Bay Road, Boomer Bay	Dwelling	\$68,000.00
793 Fulham Road, Connellys Marsh	Dwelling	\$220,000.00
240 Carlton Beach Road, Carlton	Dwelling	\$220,000.00



148 Bally Park Road, Dodges Ferry	Carport	\$15,000.00
50 Greens Road, Orielton	Shed	\$22,450.00
3123 Tasman Highway, Orielton	Dwelling	\$616,000.00
538 Old Forcett Road, Dodges Ferry	Outdoor Shelter	\$30,000.00
538 Old Forcett Road, Dodges Ferry	Covered Outdoor Learning Areas	\$445,000.00
38 Marion Bay Road, Copping	Outbuilding (Shed)	\$25,000.00
20 Fresne Way, Sorell	Dwelling	\$375,000.00
77 Quarry Road, Forcett	Outbuilding (Shed)	\$25,000.00
19 Okines Road, Dodges Ferry	Dwelling	\$300,000.00
18 Fishburn Way, Sorell	Dwelling	\$425,080.00
14 Second Avenue, Dodges Ferry	Dwelling	\$533,000.00
2 Fulham Road, Dunalley	Shed	\$30,000.00
49 Moomere Street, Carlton	Amendment -Dwelling, Retaining Wall & Outbuilding	\$0.00
8 Arlenar Street, Carlton	Dwelling	\$90,000.00
28 Goodford Lane, Orielton	Outbuilding	\$28,000.00
608 Primrose Sands Road, Primrose Sands	Dwelling	\$140,000.00
91 Crawlers Gully Road, Nugent	Outbuilding	\$30,000.00
563 Kellevie Road, Kellevie	Dwelling & Outbuilding	\$95,000.00
40 Riviera Drive, Carlton	Verandah Roof Structures x3 & Additions (Wood Shed)	\$15,000.00

During the month of June 2023, one request to waive plumbing fees was received.

BUILDING COMPLIANCE

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

During the month of June 2023, we received 9 new complaints that required further investigation.

There were 5 on-site inspections completed for the month of June.

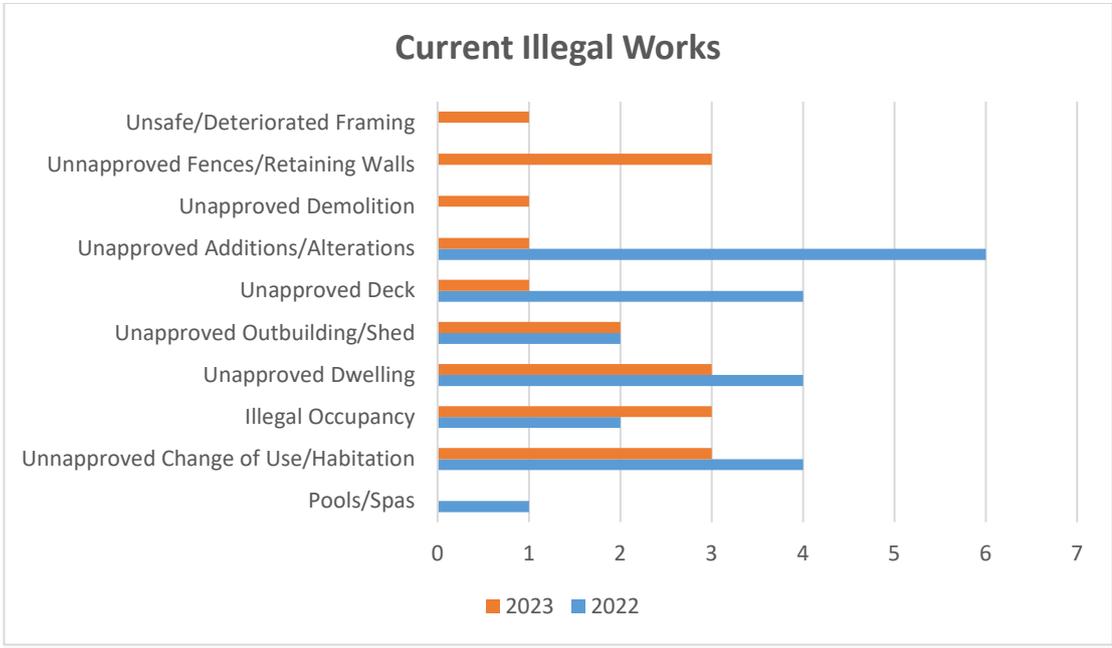
We often receive other incoming queries/complaints that do not require follow up and/or can be forwarded to a different department for action.

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

Building Notices issued:	2
Building Notices revoked:	2



Building Order issued:	4
Building Order revoked:	2
Infringement Notices issued:	0
Emergency Order issued:	0



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

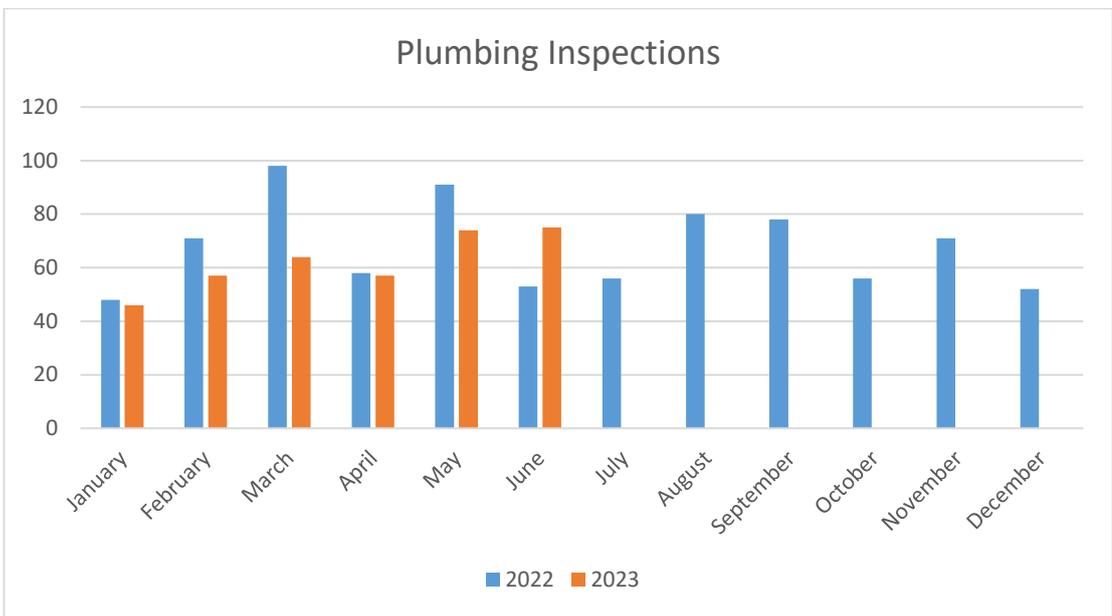
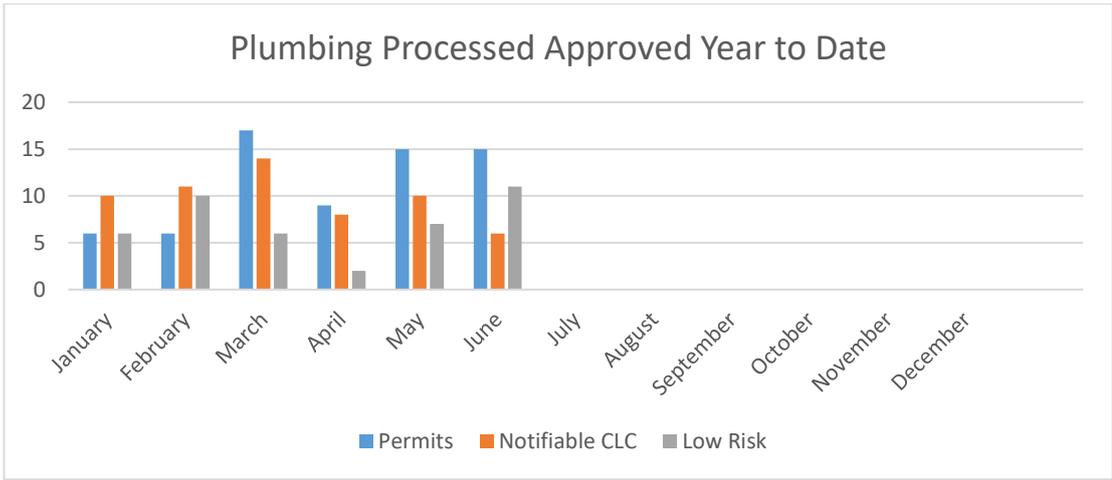
PLUMBING

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

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

- 15 Permits
- 6 Notifiable
- 11 Low Risk





In June, 75 plumbing inspections were conducted for new and existing plumbing works. These works are current Plumbing Permits and Certificates of Likely Compliance.

ENVIRONMENTAL HEALTH

Building Act 2016

Onsite wastewater management assessments completed for Plumbing Permit applications.

The operator of a commercial property in the Southern Beaches which discharges wastewater into Pittwater has not yet been resolved. An Environment Protection has been issued requiring the works to be completed by September 2023.



Councils' EHO has been dealing with several complaints about failing onsite waste management systems in southern beaches.

By Laws

The re-drafted Environmental Health By-law, Regulatory Impact Statement has been finalised and submitted to the Director of Local Government for approval to advertise and commence community consultation. If approval is not granted soon, it is likely that the existing by-law will lapse before the new by-law is approved.

Land Use Planning & Approval Act 1993

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

Final subdivision plans were assessed in Midway Point, Dodges Ferry and Sorell to ensure compliance with permit conditions.

Manager Health & Compliance attended two public meetings regarding the Blue Lagoon Management plan and provided advice on water quality and on-site wastewater related issues.

EHO attended a forum from Mineral Resources Tasmania on Land Stability. Topics discussed included general information on the types of landslides and an overview on the project currently underway to update landslide hazard band information on ListMap.

Food Act 2003

All Food businesses expire at the end of June. All food businesses must apply for a renewal of their food business registration. New Certificates and inspections are conducted to ensure registration of food business is consistent with the Food Standards Code. 13 Food business safety assessments were conducted during June. The EHO is continuing to work with Registered Food businesses in Sorell municipality to introduce the Food Safety Supervisor requirements.

Public Health Act 1997

One Notifiable disease interview was conducted and sent to the Director of Public Health.

Sampling of Blue Lagoon for nutrients occurred once during June. The data provides information on the health of the lagoon and will be used to assess the impact of discharging stormwater onto Red Ochre Beach or jetty.



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

Food businesses such as Bream Creek Vineyard and LivEat Sorell were assessed for compliance against the NCC Code for kitchen fit out and were approved to open.

Environmental Management & Pollution Control Act 1994 (EMPCA)

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

Waste dumping, burning prohibited waste and dust complaints were also received. Dust complaints were associated with a subdivision being constructed in Midway Point. The dust caused a significant impact on neighbouring properties. The piles of sand were removed in early June, then sprinklers were installed. The soil has now been direct drilled with grass seed. These measures should be sufficient to stabilise the soil by early spring.

Councils' Manager of Health & Compliance and EHO are assisting EPA Tasmania with the investigation of a waste dumping and burning incident that occurred in May and June.

EHO audited Level One activity (wastewater treatment plant) in Dunalley. Onsite inspection and EMP discussed with TasWater.

Waste Management

Mayor Vincent and the Manager of Health & Compliance attended a meeting of the Southern Tasmanian Regional Waste Authority (STRWA) at Kingborough Council. Each member Council put forward key waste management issues for their respective municipal area and identified key priorities. These priorities will be used by STRWA to identify projects for the 23/24 operational plan.

Council has been in contact with the organisers of the Garage Sale Trail to register for the next two years. Garage Sale Trail promotes the re-use and recycling of materials, which is consistent with our Waste Management Strategy goal to transition to a more circular economy. Fortunately, the annual Garage Sale Trail will be in November 2023, in the weeks before our hardwaste collection. Hopefully, this will result in a higher percentage of materials diverted from landfill.

Council has previously received community feedback about the amount of rubbish dumping at the Dodges Ferry Recycling Centre. Our contractor Veolia has completed several clean-ups of hazardous materials and general litter. Oil contaminated soil around the centre will be removed in July 2023.



The waste management tender for kerbside garbage, recycling and new greenwaste wheelie bins was advertised in June 2023, the tender closes on 26 July 2023. Tenders will be assessed in August and a report will likely be prepared for the September Council meeting to select the preferred tenderer.

Street Stall / Public place permits

No new applications were approved in June.

COMPLIANCE

Infringements issued for Nuisance Dogs (including Dog at large and unregistered dogs)	6
Infringement issued for Taking a Dog into a restricted area	0
Reported Dog attacks on livestock or other Dogs	4
Reported Dog attacks on people	1
Dogs impounded	8
Nuisance created by animals including dogs (Noise/Odour)	6
Fire Hazard Abatement notices issued	0
Litter Infringement notice issued	1
New Dog Registrations as a result of door knocks	98
Dog Abatement Notice/infringement Notice (currently being appealed to the Magistrates court)	0
Infringement issued By-Laws	1

Councils' Animal Management Officers have commenced door-to-door inspections for unregistered dogs. Currently 2 officers have inspected 609 residences resulting in 98 new dog registrations.

These inspections will continue throughout July, August and beyond while resources are available.

10.6 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:

- Bay Road, Marion Bay – Road reconstruction and associated stormwater upgrade – C-23-T-002, T-010 & S-002 - A preliminary design has been received from the consultant.
- CAC Access Road, Sorell – Emergency vehicle egress and pedestrian access only. Design commenced (internal).



- Parnella Road, Dodges Ferry – C-23-T-003 & C-23-S-001 - Kerb and stormwater upgrade for road sheet flow control. Design commenced (internal).
- Marion Bay Road, Bream Creek – C-23-T-052 – Emergency Reconstruction - Design commenced (internal).
- Whitlam Court, Lewisham – C-23-PRELIM-WHITLAM – A preliminary design has been received from the consultant.
- Branders Road, Orielton – C-23-S-013 – Culvert under road and table drain - Design commenced (internal).
- Shamrock Court, Carlton – C-23-S-015 – Stormwater Outfall remediation - Design commenced (internal).
- Junction Street, Dodges Ferry – C-23-T-046 Footpath renewal - Design commenced (internal).
- Lewisham Scenic Drive, Lewisham – C-23-T-047 – Footpath renewal (Hurst to Mary) - Design commenced (internal).
- Tamarix Road, Primrose Sands – C-23-LI-002 – New gravel path - Design commenced (internal).
- Primrose Sands Road and Grevillea Street, Primrose Sands – Detailed Engineering Design for Road Reconstruction – Engineering Consultant engaged.
- Allambie Street, Orielton – Detailed Engineering Design for Road Reconstruction – Engineering Consultant engaged.
- Oak Street, Primrose Sands - Detailed Engineering Design for Road Reconstruction – Engineering Consultant engaged.

Capital Works construction projects within the procurement process:

- Nil.

Capital Works about to commence construction:

- Nugent Road, Nugent – C-23-S-006 - Curryjong Rivulet Culvert Replacement – Contract has been awarded with construction expected to commence August 2023.
- Nugent Road Reconstruction, Wattle Hill - C-23-T-005 — Contract has been awarded with construction expected to commence end of July 2023.

Capital Works commenced construction:

- Latena Street, Dodges Ferry Stormwater Outlet Remediation Works – Works substantially complete, some defects require attention and revegetation works are planned for June 2023.
- Devenish Drive, Sorell – Drainage Upgrade – Possession of site occurred Friday, 17 February 2023 and works are due for completion end of May 2023. However, significant service relocations under Devenish Drive will delay the completion date to October 2023.



- Valley View Close, Sorell – C-23-T-048 - Renewal of asphalt footpath - Works have commenced onsite and due for completion July 2023.
- Pawleena Road Reconstruction – Stage 2 – C-22-T-007 - Preliminary works for fencing and vegetation removal have commenced with substantial commencement of the road reconstruction works expected early June 2023 with completion by end of October 2023.

Capital Works complete since last report:

- Penna Road, Sorell – Renewal of concrete footpath - Works are awarded to a contractor and planned for commencement in May 2023.

Other items

- Ongoing investigations associated with stormwater issues throughout the municipality.

CAPITAL WORKS - LAND IMPROVEMENTS AND BUILDINGS

Footpaths

- Red Ochre Beach Access – We have attempted to coordinate with the relevant stakeholders, to meet on-site and discuss this project, but have not been successful to date.
- Sorell Streetscape – Stage 1 (Westpac – United) the concrete is complete, trees to be installed shortly. Stage 2 has been sent out for quotes and we will be awarding the contract shortly.

Vulnerable Road User Program

- Grant application for Gate Five Rd to the bus stop adjacent to 346 Carlton River Road application was recommended for funding. However, this recommendation is indicative of the likely outcome of the application but is not yet confirmation that the application has been successful. A detailed design must be developed and submitted to the Traffic Engineering Branch to progress further.

Pembroke Park – BMX Bike Track

- The formal instrument of agreement has been signed and works have commenced. Works are still expected be completed by October/ November 2023.

BUILDINGS

Train Shed

- The trees/ shrubs are yet to be planted due to the site still requiring maintenance works.

Lewisham Boat Ramp Toilet

- Construction is complete, waiting on sign off from the building surveyor.



Southeast Jobs Hub

- Preparation of design quote request underway, also consulting with our preferred contractors/ consultants on various design elements. Awaiting confirmation of Federal grant application before proceeding.

Sorell Function Centre

- All information required for cost estimate has been provided to the quantity surveyor.

Southeast Stadium

- Contractual negotiations on outstanding payments continuing with architect and sub-consultants/ contractors are ongoing. Defect list has been re-sent to VOS with a few outstanding issues – the defect liability period ends on 23rd August 2023.

Sorell Memorial Hall

- Detailed design/cost estimate is now being prepared for the proposed extension to eastern side of the main hall for a Federal grant application.

Administration

- Currently working on project management plans for the 2023/24 capital program.

ASSETS, GIS & ICT UPDATES

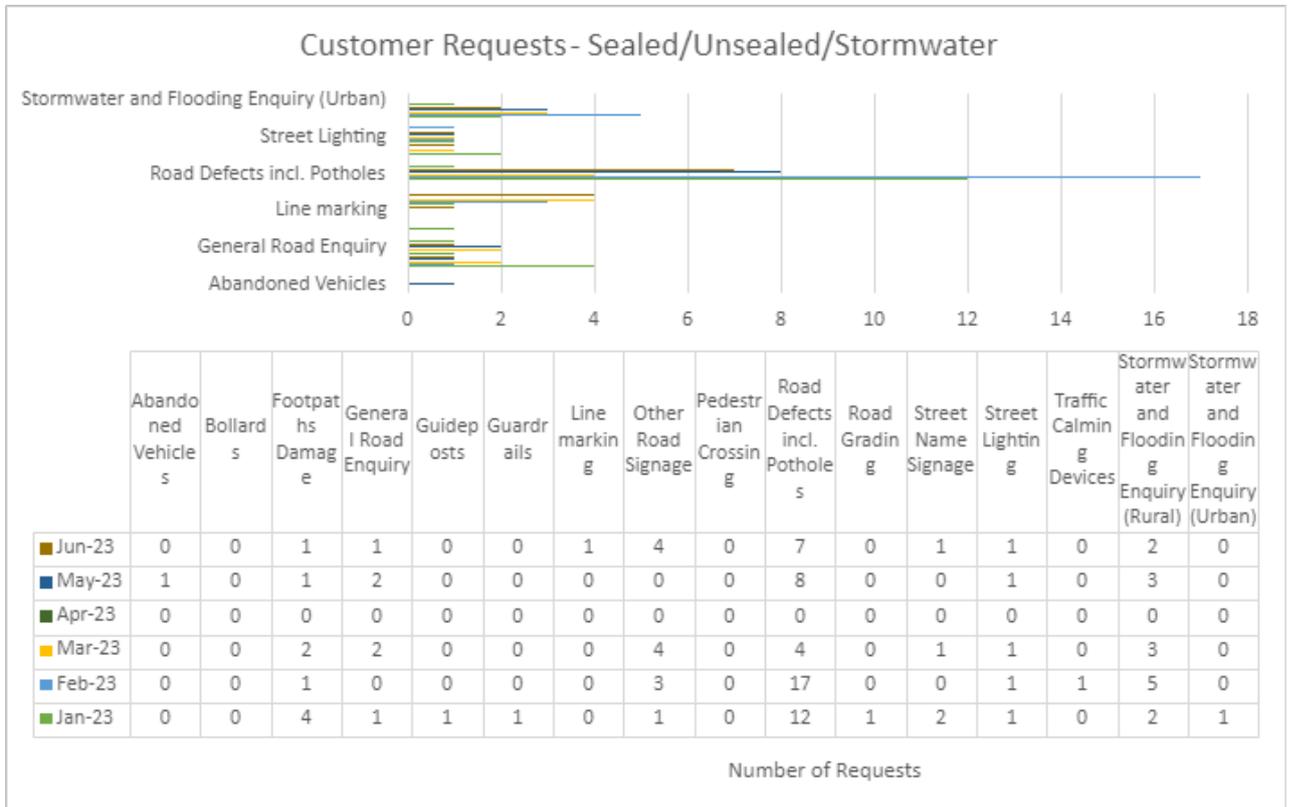
- Q4 Capital imported and being QA'd.
- Updated Asset Management Policy – DRAFT version to be distributed to Leadership Team.
- Continuing with CRMs related to public expectations for new and upgrade of infrastructure, particularly with unsealed roads becoming sealed roads.
- Review of Asset Maintenance reporting processes.



10.7 ROADS AND STORMWATER – DAVID REARDON, MANAGER

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

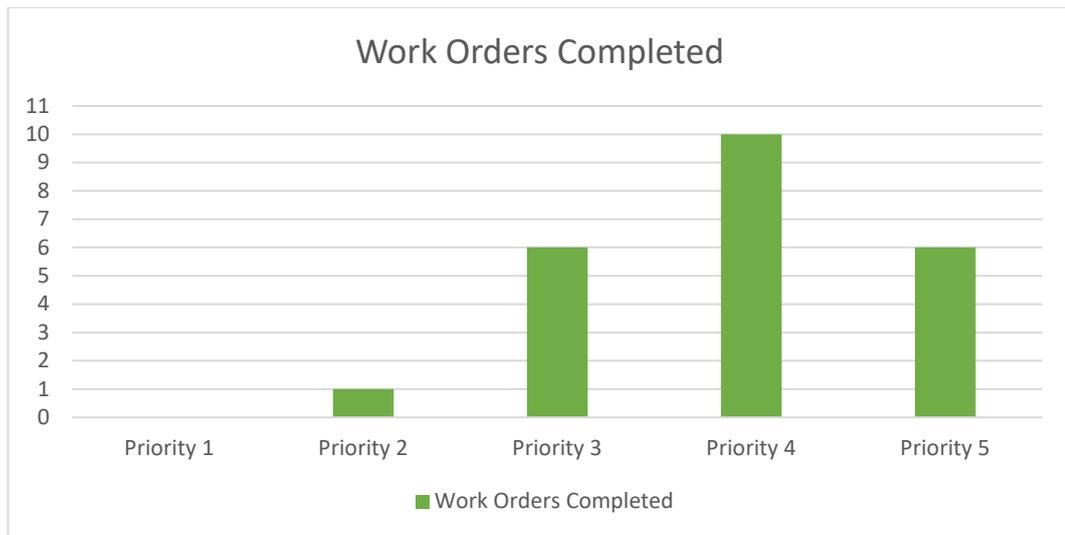
CRM's



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

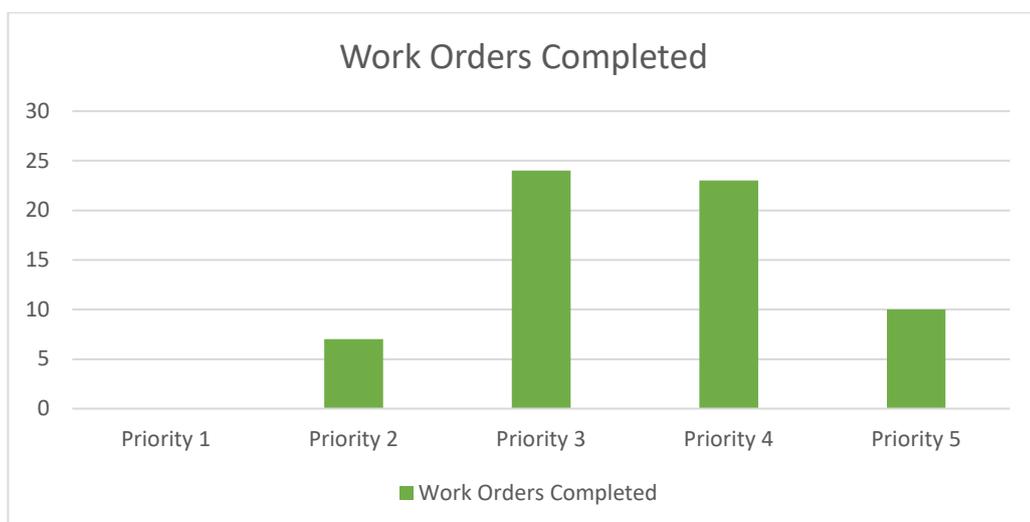


- Maintenance grading on Kellevie Road, Nugent Road, Bezzants Road, Mason’s Road, Wooley’s Road, Shrub End Road, Pawleena Road, Gillingbrook Road, Inala Roads.
- Reconstruct gravel access road Copping cemetery.
- Potholing on Stokes Road, Three Street, Bridges Road, Dransfield Road, Pearce’s Road, Bakers Road, Kannah Street.

Roadside Furniture

- Signs/Guideposts on Delmore Road and Erle Street West.

Sealed Road Crew



- Hot mix dig out and potholing on Booth Street, Shark Point Road, Carlton Beach Road, Carlton River Road, Brinktop Road, Allambie Road, Greens Road, Fulham Road, Ridge Road, Parnella Road, Sugar Loaf Road, Old Forcett Road, Provence Drive, Bay Road, Marion Bay Road, Esplanade Carlton, Nerine Street, Signal Hill Road, Nugent Road, Sea Eagle Road, Linden Road, Oak Street, Tamarix Road, Kestrel Street, Falcon Street, Peregrine Street, Midden Road, Boat House Road, Brown Hawk Road, Boyd Street, Esther Court, Jetty Road, Boomer Bay Road and Kellevie Road.
- Drains/Culverts on Carlton River Road and Fulham Road.
- Vegetation tree works on Old Forcett Road, Fulham Road, Delmore Road and Carlton River Road.

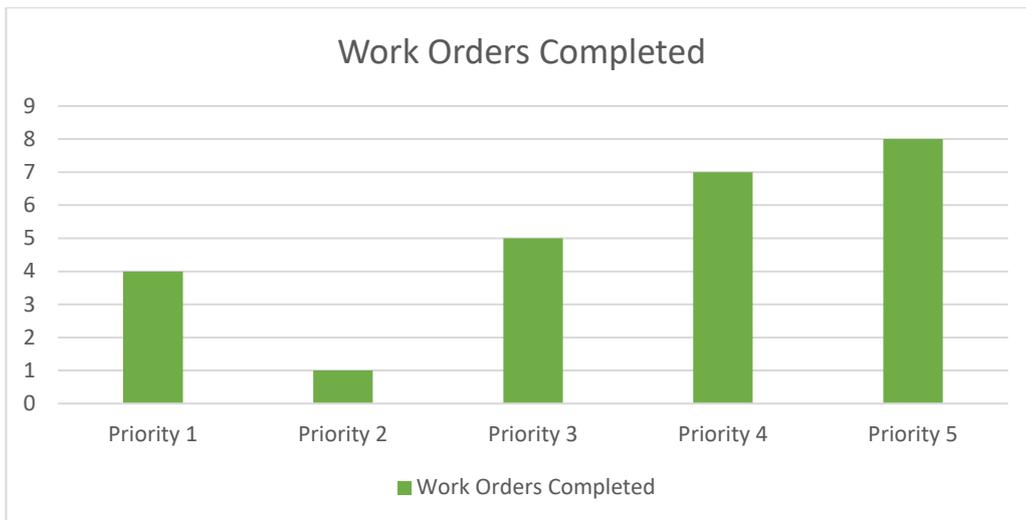
Road inspections carried out.

- Major roads inspection.
 - Sorell
 - Midway Point

Roadside Furniture

- Signs/Guideposts on Delmore Road, Carlton River Road, Carlton Beach Road, Lourah Street, Kannah Street, Quarry Road, Reynolds Road, Finbos Court, Shark Point Road, Penna Road, Erle Street, Esplanade Carlton, Linden Road and Lantana Place.
- Pedestrian Arches on Carlton Beach Road and Sorell causeway.

Stormwater Crew



- Clean drains at Falcon Street, Linden Road, Colleen Crescent, Joel Avenue, Ollie Drive.
- Rock line erosive drain Elizabeth Street Lewisham.
- Repair damage to rain garden Deakin Court Lewisham.
- Pre-Weather Event Inspection/Clean in Zone 1, Zone 2, and Zone 3.
- Outfall inspections Zone2.
- Monthly stormwater routing inspection Zone 1, 2 and 3.

10.8 FACILITIES AND RECREATION – SONIA PULLEN, MANAGER

Meetings Attended:

- Various meetings re: Pembroke Park Stadium & Community Facilities.
- Various meetings regarding Canteen and Gym operators for the Stadium.
- Various meetings Recreation Team.
- Various onsite meetings with residents and staff.
- Meeting with Hobart Chargers.
- Brixhibition Group.
- Meeting Southern Indoor Bowls.
- Meeting with SEFC to discuss Futsal.

South East Stadium:

- Facility inductions to key users of the stadium.
- Promotion of the stadium beyond South East region to increase utilisation.
- New facility booking system – Continue to transfer bookings from the old system. Communication to all facility users provided.
- Update scheduled fees in Skedda.
- Various meetings with stadium anchor tenants SENA, SEBA, SEUFC; and gym and canteen operators.
- Various meetings regarding Stadium & Community Facilities.
- Ongoing liaison with Project Engineer and suppliers on various matters regarding defect corrections.
- Ongoing liaison with local clubs and other future users of the stadium.

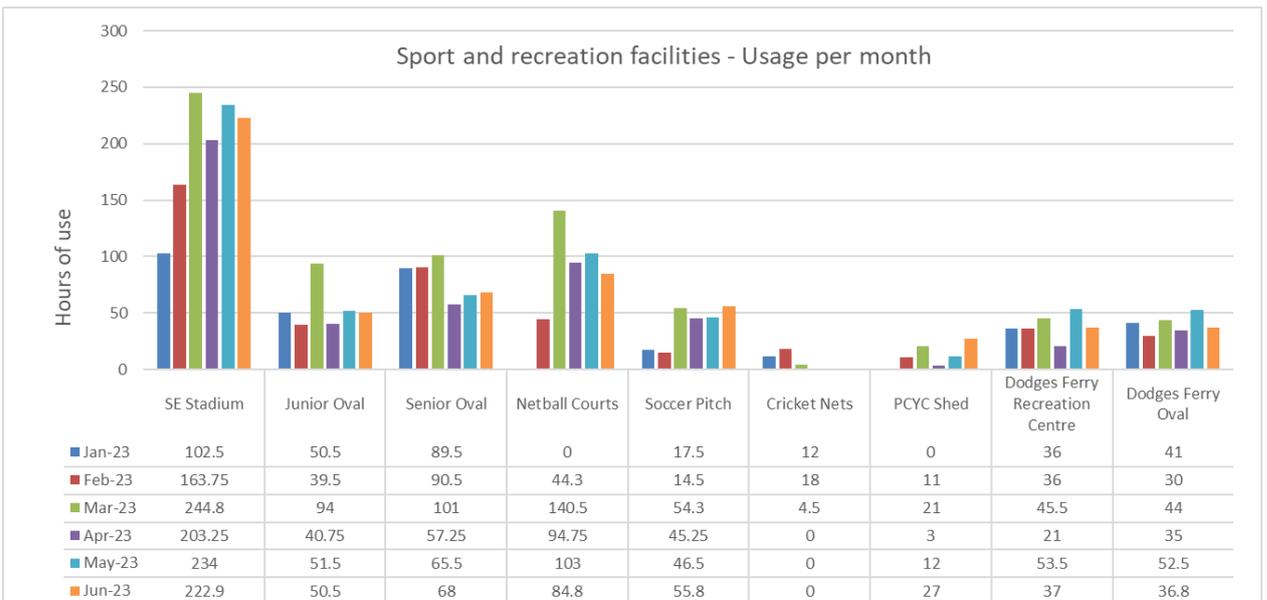
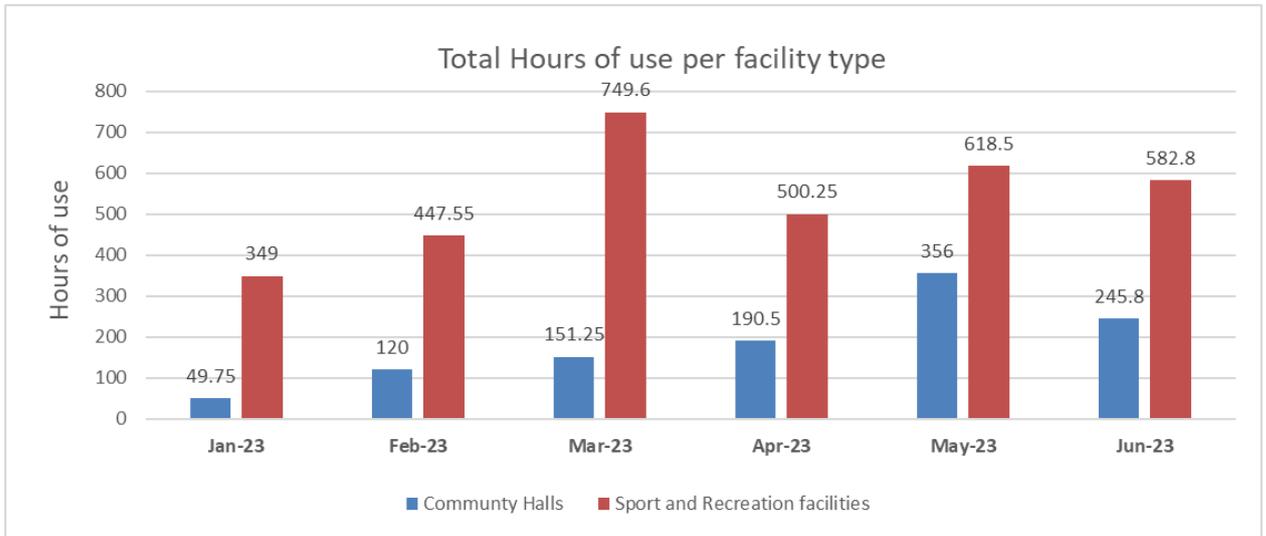
Activities:

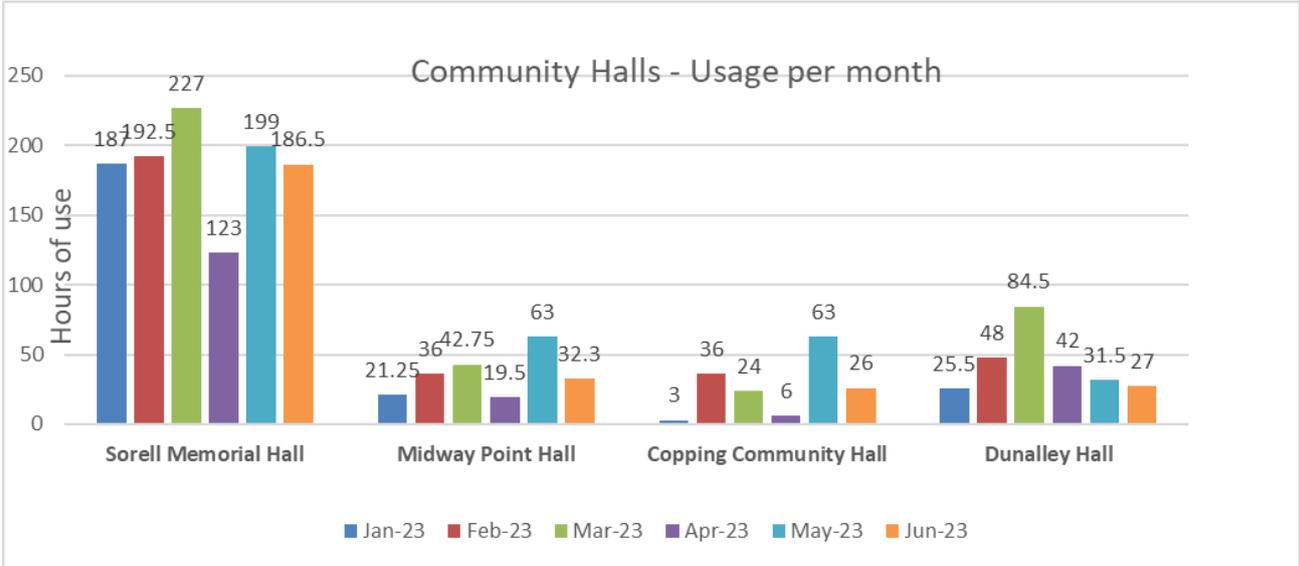
- TNL Game
- Sorell School
- Southern Indoor Bowls State trials
- McKillop Catholic College
- Bayview Secondary College
- SENA
- SEBA
- Reclink



- Individual hire

FACILITY USAGE:





LAND IMPROVEMENTS

- Tree work – Meethenar St, Carlton Beach Rd, Luke Avenue & Copping Oval.
- Carlton Beach Dune Rehabilitation Fence.
- Ongoing mowing and maintenance for Parks, Reserves and Walkways.
- Install dog bin at Penna Beach Midway Point.
- Clean up Waterview Sanctuary.
- Repair kids water pump Imlay St Park Dunalley.
- CRM’s.
- Soft fall various parks.

Work orders

Data was unavailable to due system error.

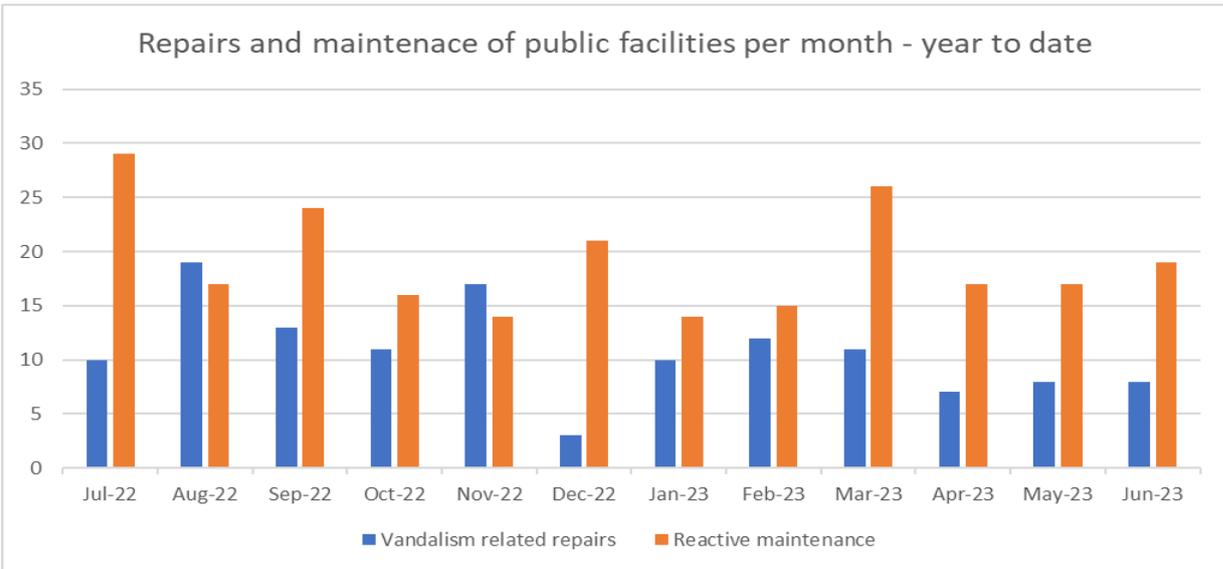
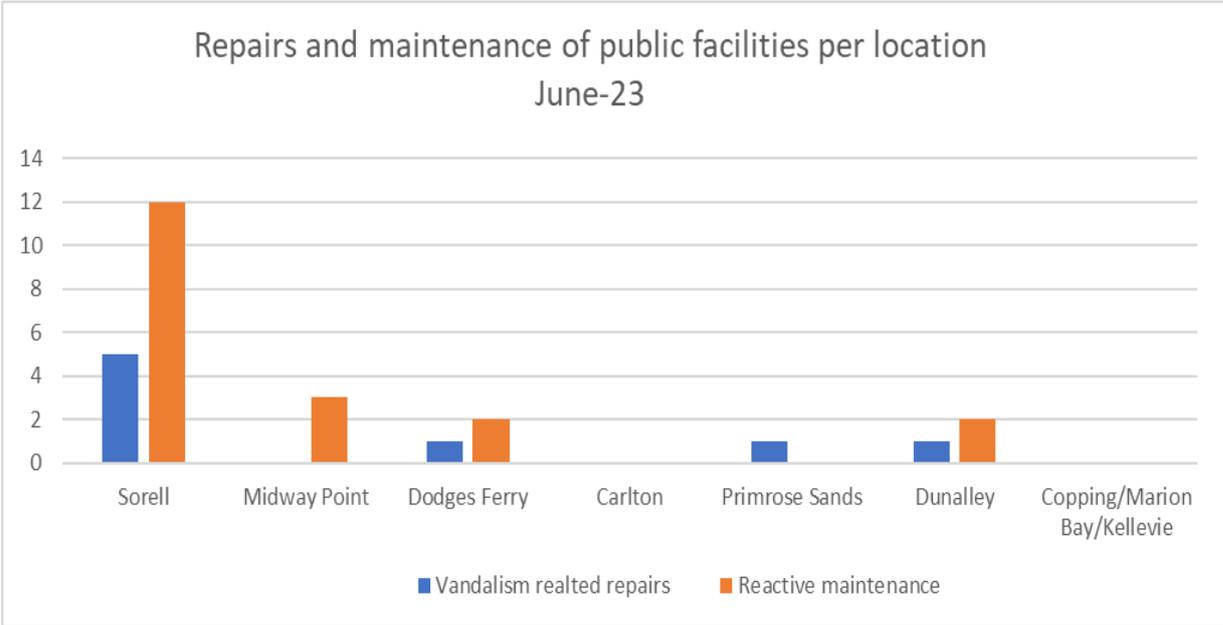
Priority 1	Urgent - 1 Day
Priority 2	Important- 6 Weeks
Priority 3	Required - 16 Weeks
Priority 4	Maintenance - 26 Weeks
Priority 5	Monitor - 52 Weeks

FACILITY MAINTENANCE

All Buildings - general maintenance requirements as per form 46.

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





11.0 PETITIONS

11.1 PETITION – WITHDRAWAL OF DRAFT BLUE LAGOON MANAGEMENT PLAN

RECOMMENDATION

“That in accordance with Section 60(2) of the Local Government Act 1993, Council resolves to:

- i) not withdraw the Draft Blue Lagoon Management Plan;
- ii) to conclude the independent peer review of the proposed Blue Lagoon stormwater management solutions; and
- iii) to review the Draft Blue Lagoon Management Plan taking into account the independent peer review and stakeholder / community feedback.”

INTRODUCTION

On Wednesday 14th June 2023, a petition was delivered to Council and subsequently the General Manager to be registered and presented to Council. This occurred at the 20th June ordinary Council meeting with the petition containing the pre-requisite information as per Section 58(2) of the Local Government Act 1993 (“the Act”).

The petition (attached) was lodged by Jillian Vaughan of 19 Riviera Drive, Carlton, Julia Curtis of 1 Reninna Street, Dodges Ferry and Ioanna Panaretos of 27 Tiger Head Road, Dodges Ferry and comprised a paper and electronic petition with 201 and 87 signatories respectively requesting the following action:

“Withdraw the current draft Blue Lagoon Management Plan 2023 for a pipe discharge from Blue Lagoon and widen consultation with the community and relevant experts; to develop an alternative plan that is sensitive to the environment; addresses the stormwater issue at a catchment level; and restores the ecological balance of the wetland and local bay.”

STATUTORY MATTERS

Relevant controls on the preparation, submission and consideration of petitions is contained in Part 6 – Petitions, polls and public meetings, Division 1 of the Act.

Sections 58 and 60 specify how a Council is to accept and act on a valid petition with associated timeframes. Once tabled by Council (done at the May 2023 ordinary Council meeting) Council must then determine any action in respect of the petition within 42 days.



In addition, the General Manager is to advise the Council whether the petition complies with Section 59 (petition seeking a public meeting). This is not relevant for this petition.

REPORT

Prior to receipt of the petition, Council had proactively responded to similar concerns raised early in the consultation process for the Draft Blue Lagoon Management Plan (“the Draft Plan”). The action taken was to engage additional expert consultants who would provide further independent review and assessment of the stormwater management solutions identified in the Draft Plan, as well as consider other alternative options that may take into account factors such as outfall, hydrology of the catchment and further environmental assessment and costings.

While it is not yet known if the review and subsequent report findings on stormwater management from these consultants will significantly change what is proposed in the current version of the Draft Plan, Council will ensure there is full representation of all community and stakeholder feedback received during the consultation period to 30 June 2023, and that the current Draft Plan version be updated to reflect what has been heard to date and also incorporate findings from consultants once this work has concluded. This will result in the release of a Version 2 Draft Blue Lagoon Management Plan – possibly later in 2023 (October-December).

On the basis that Council has engaged additional expert consultants to review the Draft Plan and more specifically, the proposed stormwater management, it is submitted that withdrawing the Draft Plan as requested by the Petition at this stage of the process is not supported.

ROBERT HIGGINS

General Manager

12 July 2023

Attachments: (1)





PO Box 126
47 Cole Street
SORELL TAS 7172
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sorell.council@sorell.tas.gov.au
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FORM 1 – PETITIONS

SORELL COUNCIL

Re The Draft Blue Lagoon Management Plan

14 JUN 2023

RECEIVED

To the Councillors of the Sorell Council;

We, the electors of the Sorell municipality area petition the Councillors in accordance with the local Government Act 1993 to:

withdraw the current draft Blue Lagoon Management Plan 2023 for a piped discharge from Blue Lagoon and widen consultation with the community and relevant experts; to develop an alternative plan that is sensitive to the environment; addresses the stormwater issue at a catchment level; and restores the ecological balance of the wetland and local bay

Name of Elector	Address	Signature
Jillian Vaughan	19 Riviera Drive, Carlton	
Julia Curtis	1 Reninna St, Dodges Ferry	
Ioanna Panaretos	27 Tiger Head Road, Dodges Ferry	

Declaration

We, the proposers of the petition, being electors of the Sorell municipal area, declare:

- there are 288 Signatories to the petition;
- to the knowledge of the proposers, the signatories are electors of the municipal area;
- the petition was signed between 06/06/2023 (Commencement date) and 14/06/2023 (Completion date).
- The petition is proposed by - *

- (1) Jillian Vaughan 19 Riviera Drive, Carlton —
(Name of Proposer) (Address) (Signature)
- (2) Julia Curtis 1 Reninna St, Dodges Ferry —
(Name of Proposer) (Address) (Signature)
- (3) Ioanna Panaretos 27 Tiger Head Rd, Dodges Ferry —
(Name of Proposer) (Address) (Signature)

Name and address of person to whom notices concerning the Petition shall be addressed

Jillian Vaughan, 19 Riviera Drive, Carlton, 7173



12.0 LAND USE PLANNING

The Mayor advised in accordance with the provisions of Part 2 Regulation 25 of the Local Government (Meeting Procedures) Regulations 2015, the intention of the Council to act as a planning authority pursuant to the Land Use Planning and Approvals Act 1993 is to be noted.

In accordance with Regulation 25, the Council will act as a planning authority in respect to those matters appearing under item 12 on this agenda, inclusive of any supplementary items.

12.1 SORELL PLANNING AUTHORITY MINUTES

RECOMMENDATION

“That the minutes of the Sorell Planning Authority (“SPA”) Meetings of 4th July 2023 be noted.”

Separately attached.

13.0 GOVERNANCE

13.1 DISPOSAL OF PUBLIC LAND – PART OF TRILICK COURT ROAD RESERVE

RECOMMENDATION

“That Council resolve to dispose of public land described in Certificate of Title Volume 106970 Folio 14 Part of Trillick Court Road Reserve, Sorell by sale transfer pursuant to Section 178 of the Local Government Act 1993.”

Introduction

Council at their ordinary meeting on 16 May 2023 resolved to commence the statutory notification process regarding their intention to dispose of a portion of road reserve in Trillick Court, Sorell. It is intended that the identified portion would be sold and transferred to 7 Trillick Court, Sorell.

The proposed land is a portion of road reserve of approximately 220sqm Trillick Court, Sorell – 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 Public Land Transfer

Background

Permit 5.2018.372.1 was approved on 6 November 2018 for the construction of 22 multiple dwellings at 59-61 Tasman Highway with access from Trillick Court.



Trillick Court was originally constructed with a T turning head. The multiple dwelling permit required an extension of the public road (Trillick Court) to the frontage of the site, which is a distance of some 15m. The required extension did not include any turning facilities at the termination of Trillick Court.

As the development progressed, it became evident that a better outcome would be to retain the public road as is (with a small increase to the T turning head and additional kerbing) with the 15m extension treated as a private driveway.

The rear of 57 Tasman Highway (which contains the red roof dwelling and shed in Figure 2) has a right of way over 59-61 Tasman Highway through to the small parcel of land that is the subject of this report.

Following the Council resolution in May 2023 the statutory notification process was carried out in June 2023 and resulted in no public submissions.

Strategic plan

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

There is a larger project for Council to resolve across the municipal area regarding the open Space Strategy and location, use, strategic need and financial impacts of walkways and to an associated extent, those road reserves also impacted by virtue of the transfer process not being correctly completed at time of title issue. These scenarios are spread across the built up areas (principally) and date back decades.

Annual plan

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

Policy

No policies applicable

Environmental implications

No environmental implications

Asset management implications

The proposal formalises the private access and avoids a small extension of the public road which would otherwise form a new Council asset. This is a preferred outcome given that the extension of the public road would only benefit the existing development and the public road cannot be formed to any reasonable standard with respect to turning facilities.



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

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 General Residential under the Tasmanian Planning Scheme - Sorell.

The transfer would be conditional upon the provision of a right of way 10m wide in favour of CT 142116/1 (57 Tasman Highway, Orford) through to Trillick Court.



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

A valuation was completed – the portion of road reserve has a market value of \$25,000.

Conclusion

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

Robert Higgins
GENERAL MANAGER



13.2 LG REFORM SUBMISSION

RECOMMENDATION

“That Council resolve to receive and note the report and authorise the General Manager to provide a submission to the Local Government Board as contained in the ‘Report’ section below.”

Introduction

The LG Board released the Future of Local Government Review Stage 3 Information Packs and Supporting Papers for each of the nine Community Catchments in late May with an associated (extended) consultation period to 2nd August.

The Board have requested submissions from Council including attending formal hearings in each catchment to make presentations on how Council sees local government best serving the identified community catchments. These are scheduled for the 4th (Sorell – Eastern Shore) and 29th August (Triabunna – South East).

Background

The Board proposed 5 principles for structural reform –

- A focus on future community needs;
- Retaining jobs and service delivery locally;
- Preserving & enhancing local voice;
- Smoothing financial impacts for communities; and
- Dedicated and appropriate resourcing for the transition.

These were supported by the Board’s 8 reform outcomes –

- Councils are clear on their role, focused on the wellbeing of their communities, and prioritising their statutory functions;
- Councillors are capable, conduct themselves in a professional manner, and reflect the diversity of their communities;
- The community is engaged in local decisions that affect them;
- Local councils have a sustainable and skilled workforce;
- Regulatory frameworks, systems, and processes are streamlined, simplified, and standardised;
- Councils collaborate with other councils and State Government to deliver more effective and efficient services to their communities;
- The revenue and rating system efficiently and effectively funds council services; and
- Councils plan for and provide sustainable public assets and services.



Community of interest catchments were developed by the Board based on an assessment / assumptions of living, working and travelling, common needs and geography connections to one another providing a logical scale.

The Board put to councils a need to consider what structures best serve the current and future collective community including required boundary adjustments and service sharing inclusive of financial, operational, community and geographic factors.

The Board's community info packs proposed council boundary reform options developed on the 5 principles and the following criteria:

- Place and representation
- Future needs and priorities
- Financial sustainability
- Operational capacity

The Board's view was that the status quo will have detrimental impacts on attracting / retaining key staff, uniformly managing assets and delivering regulatory functions, competition, fragmentation and duplication of effort to manage regional and state-wide challenges.

The Board's position on consolidation is that it could deliver greater economies of scale and scope, enhance service delivery and local representation, community engagement and participatory democracy noting that consolidation can go too far if too diverse geographically, too broad communities of interest.

With regard to local service delivery and supporting wellbeing of communities the Board developed the reform package to:

- Focus on future community needs – efficiency, effectiveness and sustainability secondary to aligning with and supporting cohesive / connected communities of interest (*GM comment - without efficiency, effectiveness and sustainability you won't achieve the longer term strategic intent*);
- Retain local jobs and service presence;
- Preserve and enhance local voice;
- Define funding models to smooth financial impacts for communities – distinctive needs and circumstances of regional and rural councils – rating and grants;
- Provide transition resourcing – council debt, capital outlays, new council identities (shared sense of ownership).



On the matter of common services, the Board submits their success and effectiveness are influenced by the size of catchment and must satisfy the following mandatory pre-requisite criteria:

- Capital intensive services; or
- Services requiring high levels of specific technical expertise; or
- Delivered in relatively uniform or homogenous way across many council areas; and
- Sharing leads to clearly defined benefits – improving efficiency, range or quality; and
- Acceptable transition costs to establish arrangements.

Strategic plan

The 2019-2029 Strategic Plan had its first formal review in 22/23.

Relevant to the matter of LG reform are the following strategic considerations.

Objective 4 – Responsible Stewardship and a Sustainable Organisation – is underpinned by the following Outcome:

- *Consistent and contemporary Council leadership.*

Which in turn will be delivered by the following Directions:

- *Encourage elected members to be well informed and engaged, and to represent whole of community interests.*
- *Ensure decision making is consistent and based on relevant and complete information, and is in the best interest of sustainability and whole of community interest.*

Annual plan

Council's commitment to the LG Reform program has continued from the 22/23 Annual Report into the 23/24 Annual Report as per:

Strategic Plan Objective 4.0 – Increased Community Confidence in Council

Annual Plan Initiative 4.1:

- *Participate in the LG Reform program and advocate for best practice sustainable outcomes for residents and ratepayers of the Sorell municipal area and South-East region.*

Policy

No applicable policies.



Environmental implications

None foreseen.

Asset management implications

LG Reform if progressed as newly formed Council organisations, will have significant asset and financial management implications. This will occur through the necessary rationalisation and recalibration of the current (and historically) inconsistent interpretation, underpinning data, modelling and application of the following key management documents across the sector:

- Financial Management Strategy
- Long Term Financial Plan
- Asset Management Policy
- Asset Management Strategy
- Asset Management Plans

Should LG Reform not progress as above, then as a minimum outcome the interpretation, modelling, underpinning data and application of the key management documents must be standardised and mandated to ensure each Council is transparently and sustainably managing their asset, service delivery and financial obligations and by extension, acting in the best interests of their communities and ratepayers.

Council has been advocating for this in regard to LG reform since 2015 as identified in the publications and papers listed below in 'Report'.

Risk management implications

The organisation's Strategic (external) risk register includes local government reform as a risk event within the Governance risk category - *failure to monitor local government influences, opportunities and to respond effectively* - with an analysis of existing controls generating a moderate residual risk rating.

For context, of the 9 Strategic (external) risk events identified across the risk categories of:

- Governance
- Municipal Emergency
- Environment
- Community; and
- Change

none have a residual risk rating higher than moderate.



Whilst not specifically a local government reform triggered risk event, the organisation's Enterprise (internal) risk register relevantly includes within the Finance risk category - *financial sustainability of Council's long term service delivery requirements* - and within the Asset Management risk category - *asset management of new/upgraded assets*. An analysis of existing controls generates a high residual risk rating for both risk events.

Again for context, of the 57 Enterprise (internal) risk events identified across the risk categories of:

- Governance
- Compliance and Liability
- WHS
- Municipal Emergency
- Data, Records and Systems
- Personnel
- Infrastructure
- Finance
- Change; and
- Community

15 have a residual risk rating of high.

Community implications

Both the LG Board and LGAT have undertaken community, elected member and staff consultation through a variety of methods at each stage of the project.

With regard to the Sorell LGA, the extent to which the community has appreciated or understood the 'community of interest catchments' cannot be quantified. The organisation has not encountered strong or widespread community feedback on the reform program generally nor from the Stage 3 information packs and supporting papers.

Subject to the outcome of the Board's reform recommendations and subsequent implementation by Government, the extent to which there will be community implications, either positive or negative, are unknown.

Statutory implications

The Local Government Act 1993 provides a head of power for the Minister to make recommendations to the Governor as a result of a LG Board review. The Minister has committed to not utilising those powers and instead to bring before the Parliament for consideration any recommended structural reform package the Government determines to pursue including any potential consolidation or amalgamation recommendations.



Report

Council has considered the scenarios, the supporting data, engaged with the identified catchment councils and reflected on our long standing position of supporting reform.

Our conduct and formal position is on the public record to:

- the 2015 - 2018 SE Council reform project as per the KPMG South East Councils Feasibility Study 30th Sep 2016;
- the Local Government Board Sorell & Tasman Councils Review August 2018;
- the subsequent Sorell Council ordinary meeting agenda 21st August 2018; and
- Council's Board submissions of 24th August 2022 and 19th February 2023.

For brevity, Council accordingly refers the Board to the above publications and papers.

The principal focus for Sorell Council on how a LG organisation can best and sustainably serve the south east region into the future across the broad range of community, asset, service delivery, advocacy and engagement functions remains. A regional basis is our preferred approach.

Council has consistently advocated for a regional catchment assessment to determine a sustainable and equitable distribution of population, assets, land use and revenue generation in preference to a reliance on existing Council boundaries. We recognise that by analysing a variety of catchment overlays, multiple spatial outcomes are created that would inform a regional footprint e.g:

- Industry – transport / supply distribution networks and corridors;
- Employment – locations, growth / decline sectors;
- Tourism – source of visitors, destination and routes;
- Primary production – productive (incl. irrigation districts & potential) v passive rural areas, aquaculture;
- Socio economic profile and forecasts – capacity to pay;
- Education – capacity and quality (real and perceived);
- Demographic profile and forecasts – current and future needs;
- Recreation – location and function;
- Services – availability of and access to transport, social and health services;



- Sustainable rating basis - land use type, values and capacity to pay, methodology;
- Investment – by sector and scale; and
- Risk exposure to natural disasters.

Council maintains that the strongest long term outcomes for the SE region and the communities within it would be provided through a regional LG approach. This has been evidenced by the success of SERDA inclusive of the SE Economic Infrastructure Strategy (2015 & 2019) and SE Regional Workforce Plan 2017 culminating in the formation of BEST delivering a nationally recognised jobs hub for employers and employees. For the past ten years, both State and Federal Governments have recognised, supported and preferred to engage and fund on a regional basis. This has extended to waste management.

Accordingly, Council's preferred scenario is the SERDA catchment (noting a review of the northern portion of GSB and south-east corner of SMC would be advised).

An alternate scenario to consider would be east of the Meehan Range in the Clarence LGA combining with Sorell, GSB and Tasman (similarly noting the above review comments for GSB and SMC).

Council again commends the Board for their work in developing the catchment scenarios and has continued to support and encourage elected members and staff to make individual submissions.

ROBERT HIGGINS
GENERAL MANAGER
Date: 13th July 2023
Attachments

14.0 INFRASTRUCTURE AND ASSETS

Nil reports.

15.0 COMMUNITY RELATIONS

Nil reports.



16.0 FINANCE

16.1 EXECUTIVE SUMMARY – FINANCIAL REPORT JUNE 2023 YTD

RECOMMENDATION

“That the Executive Summary – Financial Report June 2023 Year-To-Date be received and noted by Council.”

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

FINANCIAL REPORT JUNE 2023 YEAR-TO-DATE

- Due to the end of financial year processes commencing and the number of transactions that are currently being finalised, a detail report is unavailable.
- Additionally, no capital works reports have been provided for similar reasons.
- Delivery of full financial reports will occur once the end of year process is complete and auditors have completed their review.

CASH & INVESTMENTS

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

Council’s cash position increased during June, predominantly due to the receipt of grant funding. In comparison with the 2021/2022 financial year, the current cash balance of \$18.4m is \$3.017m greater than the balance at the same time last year.

CASH RESERVES

As at 30 June 2023, cash reserves being held by Council are as follows;

Land Sales	\$1,095,187
Public Open Space Contributions	<u>\$1,222,172</u>
	\$2,317,359

RATES OUTSTANDING

Attached is a graph showing unpaid rates by month for both the current and previous four years. The graph declines each month as rates are progressively paid



throughout the financial year. The second graph has been included to reflect the percentage of rates debt outstanding at the end of each month, with four comparative financial years' data as well.

Collections have remained positive this financial year, with 99.8% of rates already paid by the end of June. At the same time last year, Council had received 100.5% of rates.

ATTACHMENTS

- a) Graph 1 – Total Cash Available (Pages 2)
- b) Graph 2 – Rates Outstanding (Pages 2)

SCOTT NICOL
ACTING MANAGER FINANCE

SALLY FANG
ACCOUNTANT

Date: 11 July 2023

Attachments (4 pages)

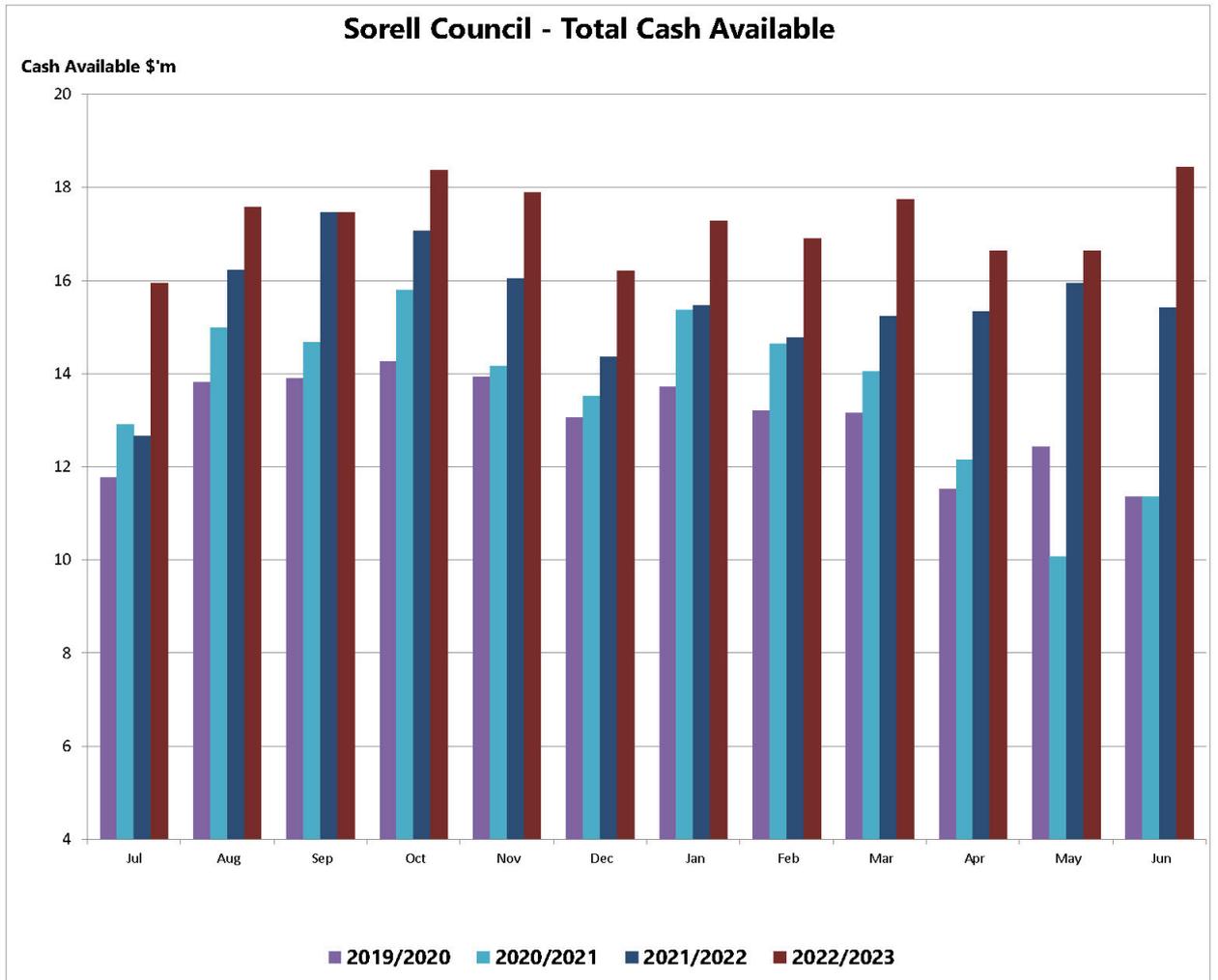


Sorell Council - Cash on Hand as at 30 June 2023					
Financial Institution	Product	Deposit Date	Maturity Date	Face Value	Interest rate
Bendigo Bank Term Deposit	12 Month Term Deposit	6/06/2023	6/06/2024	\$ 1,553,100	4.72%
MyState Term Deposit	6 Month Term Deposit	9/02/2023	9/08/2023	\$ 1,529,862	4.50%
MyState Term Deposit	12 Month Term Deposit	28/06/2023	27/06/2024	\$ 1,305,871	5.60%
MyState Term Deposit	12 Month Term Deposit	31/08/2022	25/08/2023	\$ 1,500,000	3.90%
ANZ Term Deposit	12 Month Term Deposit	28/06/2023	27/06/2024	\$ 1,500,000	5.21%
CBA Term Deposit	12 Month Term Deposit	26/08/2022	21/08/2023	\$ 3,000,000	4.12%
CBA Term Deposit	12 Month Term Deposit	1/02/2023	1/02/2024	\$ 1,000,000	4.60%
CBA Investment Account	At Call			\$ 3,446,898	4.20%
CBA Special Purpose Account	At Call			\$ 2,311,760	4.20%
CBA Operating Account	Current			\$ 1,184,956	4.05%
Tascorp Investment	24 Hour Call			\$ 38,986	3.85%
Various Petty Cash and Floats	In house			\$ 1,601	N/A
Various Halls Bank Balances				\$ 55,152	N/A
Total Funds Available				\$ 18,428,185	

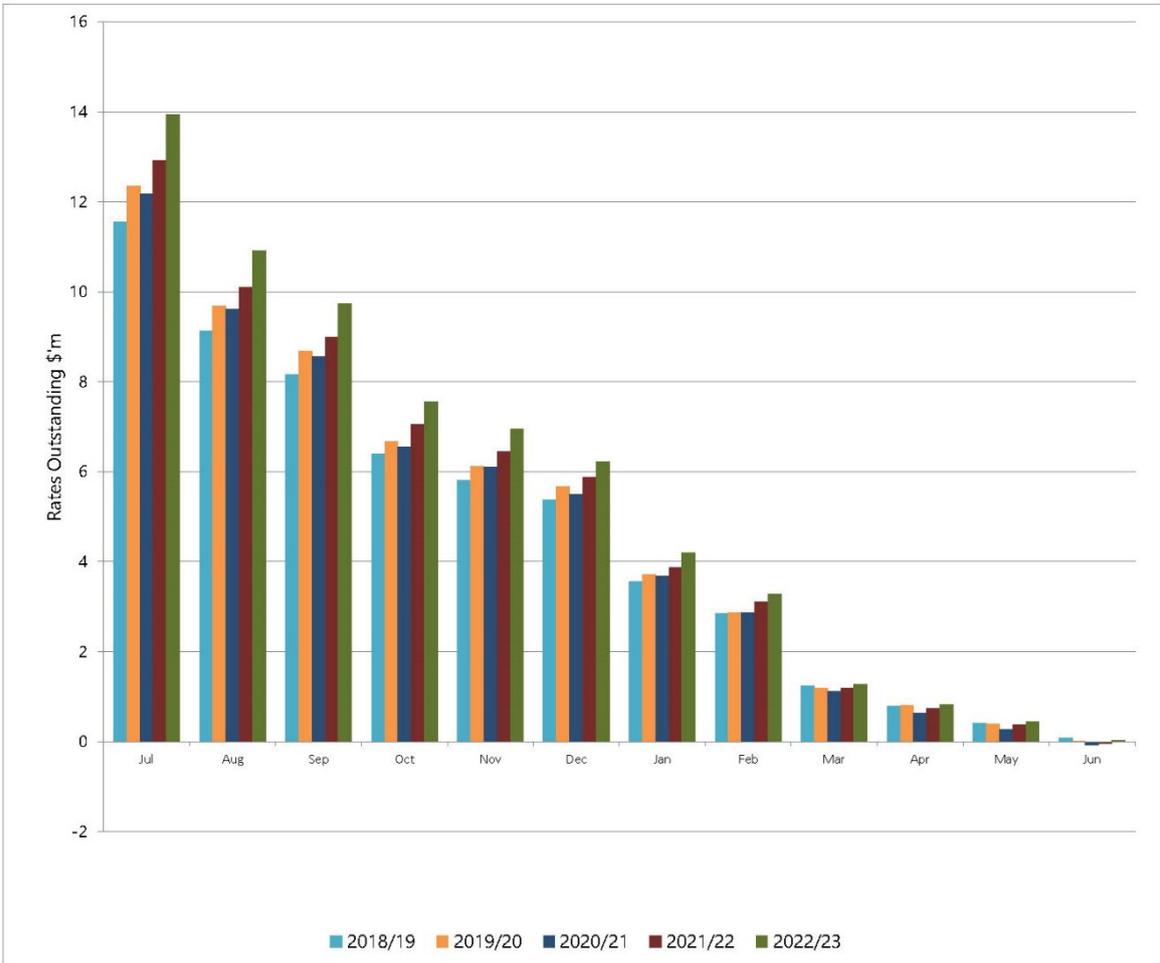
The above investments have been made in accordance with Sorell Council's Investment Policy (Resolution Number 84/2019).



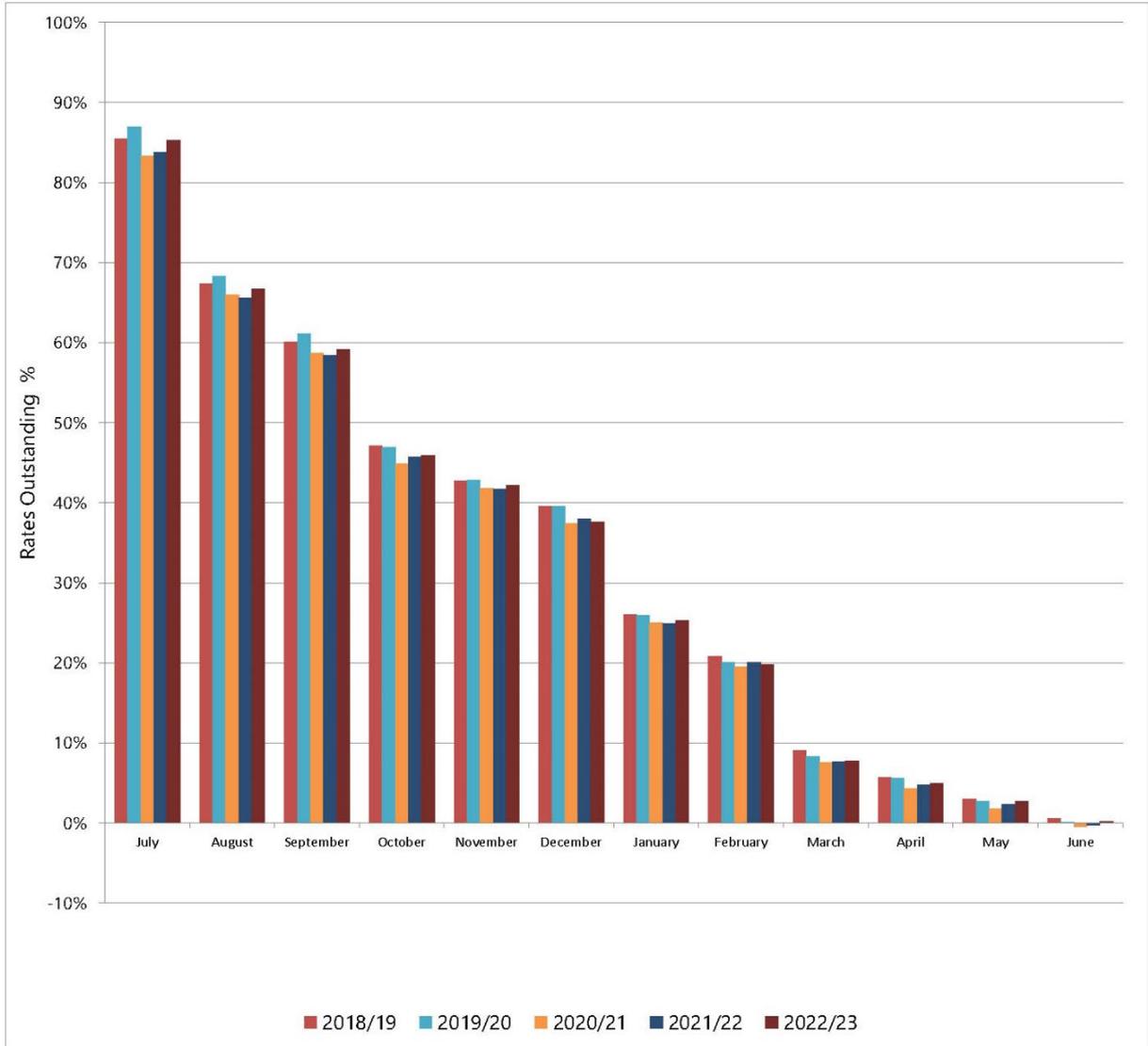
SORELL COUNCIL TOTAL CASH AVAILABLE



SORELL COUNCIL OUTSTANDING RATES BY MONTH



SORELL COUNCIL OUTSTANDING RATES BY MONTH



16.2 SORELL COUNCIL AUDIT PANEL CHARTER

RECOMMENDATION

“That Council resolves to receive and approve the updated Audit Panel Charter as recommended by the Audit Panel.”

CHARTER CHANGES

A copy of the recommended charter is attached. The fundamental changes to the Charter have been identified as tracked changes with associated comments.

SCOTT NICOL
ACTING MANAGER FINANCE

Date: 11 July 2023
Attachments (7 pages)





SORELL COUNCIL AUDIT PANEL CHARTER

1. Objective

The Audit Panel is established under Section 85(1) of the *Local Government Act 1993* (the Act) and as directed under the *Local Government (Audit Panels) Order 2014* (the Order).

The primary purpose of the Audit Panel (the Panel) is to assist Elected Members (Councillors) of the Sorell Council (Council) in fulfilling Council's responsibilities relating to the review of the Council's performance and effectiveness as well as safeguarding its long-term financial position.

The Panel serves as an independent and objective party to review all financial information presented to the local community and to ensure there is an adequate and effective system of internal controls in place throughout Council.

2. Principal Functions

To comply with the Act and the Order when reviewing the Council's performance, the Audit Panel is to consider:-

- the Council's financial system, financial governance arrangements and financial management,
- whether the Annual Financial Statements of the Council accurately represent the state of affairs of the Council,
- whether and how the Strategic Plan, Annual Plan, Financial Management Strategy, Long-Term Financial Management Plan, Long-term Strategic Asset Management Plan, Asset Management Strategic Plan, and Asset Management Policy are integrated, and consider the processes and assumptions undertaken to prepare the Plans,
- whether appropriate and current accounting procedures, internal controls, anti-fraud, anti-corruption and risk management systems, controls and policies are in place to safeguard the Council's long-term financial position,
- whether the Council is complying with all provisions of the *Local Government Act 1993* and any other relevant legislation,
- the actions taken by Council in relation to previous recommendations made by the Panel, and the effectiveness of those actions, and
- **any other activities within the Panel's remit as determined by the Panel, or otherwise requested by Council.**

June 2023

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The functions of the Panel may be revised or expanded in consultation with, or as requested by, Council from time to time.

Key areas

In fulfilling its functions, the Audit Panel will consider the following key areas:

- principles of corporate governance,
- systems of internal control,
- risk management frameworks,
- human resource management, including policies, procedures and enterprise agreements,
- procurement,
- information and communications technology governance,
- management and governance of the use of data, information and knowledge,
- internal and external reporting requirements, and
- scale and context of Council.

Commented [CP1]: Added to clarify focus of Panel within its functions

Internal Audit

If Council appoints an external entity(ies) as internal auditor, the external entity will be an appropriately qualified firm that is independent of Council. The internal audit function cannot be undertaken by the external auditor or a sub-contractor engaged to perform the external audit

The Panel will support Council and the General Manager to select, monitor and assess the performance of any internal audit provider(s) and Council will be guided by the Panel's recommendations. Once appointed, the General Manager will consult with the Panel to determine the scope of the internal audit plan. The Panel will also review all internal audit reports and monitor the timely response to recommendations and remedies.

Commented [CP2]: New section added

3. Responsibilities

The Panel is directly responsible and accountable to the Council for satisfying its responsibilities.

In carrying out its responsibilities, the Panel at all times recognises that the primary responsibility for management of the Council resides with the General Manager.

In fulfilling their functions, Panel Members are expected to:

- act in the best interests of the Council,
- apply sound analytical skills, objectivity and judgment,
- express opinions constructively and openly,

- raise issues that relate to the Audit Panel's functions and pursue independent lines of enquiry within the Panel's deliberations and meetings,
- contribute the time required to review meeting papers, prepare and attend meetings, and
- have regard for the legal requirements of the *Local Government Act 1993*, the *Audit Panels Order* and any other guidelines issued by the Director of Local Government in relation to Audit Panels.

Confidentiality

Panel members must maintain the confidentiality of any information, documents and communication that the Council or Panel has designated as being "in confidence". Panel members will only access Council information necessary to perform their role as a Panel member.

Code of conduct

If Council approves a Code of Conduct for Members of the Audit Panel, each Panel member is to abide by its standards of behaviour.

Commented [CP3]: Added for clarification.

4. Level of authority

The Council authorises the Panel, within the scope of its functions and responsibilities, to:

- obtain any information it needs from any employee or external party, subject to any legal obligation to protect information,
- discuss any matters with the external auditor, internal auditor or other external party, subject to confidentiality considerations, and
- obtain legal or other professional advice, as considered necessary, at Council's expense.

At least annually, the Audit Panel will discuss with the General Manager the resources required to enable the Panel to perform its functions and achieve its objectives under this Charter.

5. Membership

Council will appoint all members to its Panel, including the Chairperson.

The membership of the Panel will comprise five members as follows:

- three independent people (including the Chairperson); and
- two Councillors of the Council, other than the Mayor.

An 'independent person' is defined as a person who is not a Councillor or employee of Sorell Council, but may be an independent member of another Council's Panel. All independent Panel members must have relevant knowledge and experience.

The Panel may appoint a Deputy Chairperson and determine the responsibilities of the role. While Council may take such appointment into account, it retains full discretion in relation to the appointment or re-appointment of a future Committee Chairperson.

Commented [CP4]: New addition. Administrative convenience.

A member of the Panel will hold office for a period not less than one (1) year and not more than four years. Panel members may be reappointed by Council.

In determining the terms of reappointed or new members of the Panel, the Council will consider the need for continuity of experience on the Panel and endeavour to stagger expiry dates for appointments accordingly.

Absences

The Panel may grant a leave of absence to a Panel member for justifiable reason.

Council will review the office of any member if the member is absent from two meetings within a 12 month period without leave granted by the Panel. The office is automatically vacated if the member is absent from three consecutive meetings without leave.

At the Panel's request, Council will appoint an alternative Panel member to fill a temporary vacancy, regardless of how that vacancy arose, if the absence is expected to extend past two Panel meetings.

Commented [CP5]: New clause to address circumstances that arose last year and Panel was left without a member for all meetings

The General Manager must advise the Director of Local Government of any changes to the composition of the Panel as soon as practical.

6. Remuneration

The Panel Chairperson and independent members are to be paid an annual sitting fee to be determined by Council from time to time. All sitting fees are paid quarterly in arrears.

7. Induction

The Council will provide new Panel members with relevant information and briefings on their appointment to assist them to meet their Panel responsibilities.

8. Meetings

The Panel will meet at least four times a year. The Panel may hold additional meetings as and when required to fulfil its functions.

Commented [CP6]: Reworded from 'not less than'.

Guided by this Charter, the Panel will regulate its own proceedings.

Reasonable notice of meetings will be given to all members of the Panel.

Council staff will liaise with the Chairperson to construct the meeting agenda. The General Manager is responsible for the preparation of adequate papers to inform the Panel and ensure it can discharge its responsibilities.

The agenda, along with all relevant attachments, will be stored in a secure and confidential electronic environment that is accessible to all Panel members. Access arrangements to the agenda and meeting papers will be circulated to Panel members only and provided at least one week prior to the meeting.

Once a schedule of meetings is agreed for the year, Panel members will endeavour to avoid rescheduling meetings. Changes of meeting time, date or venue must be agreed by all Panel members. Unless an urgent matter arises, requests to change are to be submitted to the Chairperson at least two weeks prior to the meeting.

The Chairperson is required to call a meeting at any time if requested by any two members of the Panel or the General Manager.

The Chairperson may determine if a meeting, or part of a meeting, should be held in camera.

Attendance

A quorum is constituted by a majority of the total number of members appointed being present, at least one of whom is an independent member.

The General Manager (or delegate) and Finance Manager (or delegate) with secretariat support must attend all meetings, unless the Panel determines it is necessary or appropriate to hold all or part of the meeting without management present.

The Panel may allow or invite any councillor, employee, contractor or expert advisor to attend any of its meetings. External audit representatives have a standing invitation to attend any meeting or may be invited to attend a meeting to discuss a particular topic.

Conflict of interest

At the commencement of each Panel meeting, members are required to declare any potential or actual conflict of interest that may apply generally or to specific matters on the meeting agenda. Declarations will be recorded in the meeting minutes.

Panel members will manage any conflicts of interest in accordance with any Code of Conduct or other Council policies that specifically apply to them and their meetings.

New members joining the Panel will be advised of previously disclosed interests of other members.

Meeting records

The secretariat to the Panel will prepare the draft minutes within four working days of the meeting and provide to the Chairperson for review.

The Chairperson will review and return the draft minutes in a timely manner. Revised minutes will be circulated to all Panel members for adoption out of session.

Once approved, the adopted minutes will be tabled at the next Panel meeting for information. They will also be tabled at the next meeting of Council.

The Panel's minutes are to be treated as confidential and are not to be distributed further nor published on Council's website.

Minutes will be securely retained by Council staff in accordance with the requirements of the Local Government Act.

Commented [CP7]: Minor changes to speed up timing of minutes preparation and preference to send adopted minutes to Council, rather than draft.

Commented [CP8]: New addition to meet the LG Order

9. Annual Work Plan

The Panel is to develop an Annual Work Plan that includes at least a schedule of meetings (including date, time and location), the known priorities for each meeting and the anticipated agenda for each meeting.

The work plan for the forthcoming calendar year is to be submitted to the Council for information before the end of the previous calendar year.

10. Reporting

The Panel will provide a written report (which may take the form of minutes) to the next Ordinary Council Meeting or as soon as practical following a meeting. The report will include the outcomes of the meeting and/or recommendations made by the Panel.

The Audit Panel will provide an annual report to the Council that comprises, at least:

- a summary of the work undertaken and significant findings during the past year,
- an update on the membership of the Panel, especially if there have been or may be change,
- the significant aspects of the Panel's deliberations for the coming year, together with a proposed work plan for the coming year, and
- any other matters deemed, by the Panel, as requiring the Council's attention.

Commented [CP9]: Detail added re content of report to meet the LG Order.

The Council or General Manager may also request the Panel prepare a summary report to be published in Council's Annual Report.

Council may request, or the Panel may decide, that the Chairperson and/or other independent members meet with Council from time to time, subject to sufficient notice and availability.

11. Review

Charter

The Panel will review its Charter every two years, or earlier if the need arises, and make recommendations to the Council on any suggested changes.

Audit Panel

The Chairperson of the Panel will initiate a review of the Panel at least once every two years.

The review will be a self-assessment, unless otherwise determined by Council. Appropriate input will be sought from Panel members, the General Manager, external auditors, management and any other relevant stakeholders determined by Council.

Approved by Council at its meeting on xxxxx

17.0 PLANNING

17.1 AMENDMENT TO FEES & CHARGES - PLANNING

RECOMMENDATION

“That Council resolve to amend the fees and charges for 2023-2024 consistent with attachment 1.”

INTRODUDCTION

The report recommends a correction to the planning fees set for 2023-2024.

REPORT

The intention with the planning fees applicable to residential development is to shift from a flat ‘base’ fee to a cost of works fee structure. Under this structure the old base fee was set to value of work between \$75,000 and \$500,000. Higher value work would therefore pay a higher fee which is reflective of the increased complexity of larger residential development. Lower value work would conversely pay less than under the old base fee model. A very low fee of \$160.50 was also set for development with a value between \$0 and \$25,000 in value.

An error was made is setting the fees whereby the base fee remains in the fee structure.

On review, it is also considered appropriate to include a change of use only fee for applications where there is no development work. A discretionary change of use fee of \$444 and a permitted change of use fee of \$248 is proposed (which matches Brighton Council). Without this fee, the above noted very low fee of \$160.50 would apply.

A comparison of fees for a discretionary single dwelling is set out below. Within the broad range of fees across the region, the fees proposed remain low.

Value	Sorell - 22/23	Sorell - with Error	Sorell - Corrected	Brighton	Clarence	GSBC	Tasman	GCC
\$430,000	\$925	\$1643	\$1040.50	\$1410	\$911.30	\$2253	\$1181.80	\$2022.00
\$650,000	\$925	\$1904	\$1301.50	\$1978	\$911.30	\$2649	\$1346.80	\$3238.60



The suggested fee structure is provided as attachment 1.

**SHANE WELLS
MANAGER PLANNING**

Attachments:
Revised Planning Fees

Planning Fees	Unit	2023/2024 Fees and Charges		GST applied
Exempt / No Permit Required Certificate	Per application	\$136.50		N
Change of use (no works)-permitted	Per application	\$248		N
Change of use (no works) - discretionary	Per application	\$444 plus public notification fee		N
Permitted or discretionary applications	Per application	EV fee plus public notification fee		N
Public notification fee	Per application	\$388		N
EV (Estimated Value) fee	Per application	Value	Fee	N
		\$0-\$25,000	\$160.5	
		\$25,001-\$75,000	\$587.50	
		\$75,001-\$500,000	\$653.00	
		\$500,001-\$1,000,000	\$914.00	
		\$1,000,001-\$2,000,000	\$1,883.00	
		\$2,000,001-\$3,500,000	\$3,856.50	
		\$3,500,001-\$5,000,000	\$7,767.00	
		\$5,000,001-\$10,000,000	\$15,533.00	
		Over \$10,000,001	\$23,567.00	
Minor Amendment - permitted	Per application	\$312.50		N
Minor Amendment - discretionary	Per application	\$438.00		N
Signage - permitted	Per application	\$312.50		N



Signage - discretionary	Per application	\$602.50	N
Extension of Two Year Substantial Commencement Period	Per application	\$199.50	N
Retrospective application	Per application	Double application fee plus one public notification fee where relevant.	N
Level 2 Assessment (Environmental Management and Pollution Control Act 1994)	Per application	\$1,500 plus EV fee plus public notification fee.	N
Part 5 Agreement (Sealing, Amending and Ending)	Per application	\$213.00	N
Strata Fee (Base)	Per application	\$324.50	N
Strata Fee (Unit)	Per unit	\$204.50	N
Inspection Fee for Strata or Condition Compliance	Per inspection	\$305.00 per officer	N

17.2 SORELL COUNCIL NATURAL RESOURCE MANAGEMENT/ENVIRONMENTAL ADVISORY GROUP

RECOMMENDATION

“That Council resolve to:

- A. Endorse the attached Terms of Reference for the Natural Resource Management/Environmental Advisory Group; and
- B. Commence an expression of interest process for membership.”

Introduction

The Sorell Council is dedicated to carrying out a wide range of Natural Resource Management (NRM) initiatives and promoting community engagement and involvement in the Council's endeavours. To support these efforts, the council will establish the Natural Resource Management/Environmental Advisory Group (NRMEAG). Comprising independent local stakeholders, experts, and Councillors, this non-statutory group aims to offer valuable advice, make recommendations, and assist in the implementation of environmental activities undertaken by the Council.



Strategic plan

The NRMEAG aligns with three key objectives of the Council's Strategic Plan 2019 - 2029: Responsible Stewardship and a Sustainable Organisation (Objective 2), Ensuring a Liveable and Inclusive Community (Objective 3), and Increasing Community Confidence in Council (Objective 4). By doing so, the Advisory Group creates avenues for partnerships with local communities and stakeholders, enabling informed decision-making within the community. Additionally, it strives to promote sustainable access to our natural resources and foster effective stakeholder relationships with the council.

Annual plan

The proposal will provide sustainability to the implementation plans of various NRM related activities of Council's Annual Plan 2023/2024.

Environmental implications

This report specifically focuses on community relations and the facilitation of implementing activities pertaining to biodiversity, climate change, water resources, waste management, biosecurity issues, and other natural resource-related environmental decision-making processes.

Asset management implications

There will be no direct impact to the Council's assets.

Risk management implications

The NRMEAG is a non-statutory advisory group to support the effective implementation of NRM related activities listed in the NRM Strategy.

Community implications

As a primarily advisory entity, this Group functions as a community forum, supporting the Council in its dedication to NRM and broader environmental management. Although the Group does not possess a statutory role, its collective expertise and insights play a vital role in shaping the Council's decision-making process regarding the implementation of impactful environmental and NRM policies and programs. By doing so, the group contributes to ensuring that the Council's actions align with the needs and interests of all stakeholders, thereby reinforcing the inclusive nature of the Council's planning and decision-making processes.



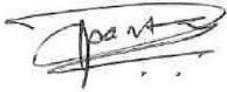
Report:

The primary responsibility of the NRMEAG is to provide the Council with expert advice and supportive assistance in matters pertaining to natural resource management (NRM). This encompasses a wide range of issues, such as the sustainable management of water, soil, land use, and biological diversity.

One of the key objectives of the NRMEAG is to actively engage with the local community on NRM matters. This entails not only disseminating information and raising awareness about the significance of natural resource management but also encouraging public participation in NRM planning and decision-making processes. By promoting active public involvement, the NRMEAG seeks to cultivate an informed and committed community that takes an active role in safeguarding its natural resources.

Conclusion

In considering the need to fulfil community expectation, with the application of appropriate conditions, the document is recommended for approval.



Dibas Panta
NRM Facilitator

Date: 10 July 2023

Attachments (5)

Terms of Reference - Sorell Council Natural Resource
Management/Environmental Advisory Group

Sorell Council Natural Resource Management / Environmental Advisory Group:

A Natural Resource Management (NRM) / Environmental Advisory Group for Sorell Council who are appointed to provide advice on the successful implementation of the Sorell Council NRM Strategy. This group can be comprised of subject matter experts in fields such as biodiversity, climate change, invasive species, water resources and representatives from various stakeholder groups. The primary responsibility of the group is to support and advise Council on how to sustainably operationalize the NRM Strategy with stakeholders incorporating climate change, landscape and land use, waterways and water bodies, resource management including advice on strategies, implementation of priorities and activities.

Further, the Group has the responsibility of monitoring the implementation of the NRM Strategy, evaluating its effectiveness in these broader environmental contexts, and providing feedback to the Council.

Furthermore, the Group aids in fostering consensus among stakeholders, promoting public involvement in NRM/environmental planning, decision-making, and broadening the discourse to include other crucial environmental aspects. Their role helps ensure a holistic and integrated approach to environmental management and sustainability.

1. Purpose:

The purpose of the NRM/Environmental Advisory Group is to provide Sorell Council with insightful advice, recommendations and to facilitate the implementation of NRM Strategy and broader environmental activities. The Group focuses on key aspects such as climate change, landscape and land use management, waterways and water bodies management, and stakeholder management. The advice and recommendations are to ensure the effective implementation of the NRM Strategy and other environmental strategies and policies.

2. Objective:

- To provide strategic, expert advice to the Sorell Council regarding the finalisation and implementation of its NRM Strategy, while also integrating wider environmental concerns.
- To monitor and assess the implementation of the NRM Strategy, ensuring its compliance with broader environmental objectives, and delivering substantive, data-driven feedback to facilitate policy improvements.
- To undertake systematic reviews of the NRM Strategy, focusing on its effectiveness in addressing wider environmental issues and offering innovative, data-driven recommendations for improvement.
- To encourage community engagement in the context of NRM and wider environmental issues, advocating for active public participation and ensuring that



the Council's strategic planning and decision-making processes are inclusive, responsive, and in line with local government policy guidelines.

As a primarily advisory entity, this Group serves as a community forum, assisting the Council in its commitment to NRM and broader environmental management. While not having a statutory role, the Group's collective expertise and insights inform the Council's decision-making process associated with the implementation of effective environmental and NRM policies and programs. The group will help ensure the Council's actions reflect the needs and interests of all stakeholders, reinforcing the inclusive nature of the Council's planning and decision-making processes.

3. Membership:

- 2 Councillors (one will Chair the committee on a rotational basis)
- 5 stakeholders, including:
 - 1-2 Agribusiness representatives/general members of the public
 - 1 youth representative
 - 1 Aboriginal community representative
 - 2-3 representatives from local community groups
- 1 NRM facilitator (member secretary)

The chairperson of the group will be elected by majority vote of members on an annual basis.

4. Diversity and inclusion:

The group will be diverse and inclusive, representing the different interests and perspectives of the community. This includes:

- Gender: The group will have an equitable gender representation.
- Age: The group will have members from a variety of age groups.
- Cultural background: The group will have members from a variety of cultural backgrounds.
- Expertise: The group will have members with a variety of expertise in NRM.

5. Understanding of Council's policies and strategies relevant to NRM:

The Group will have a clear understanding of the Sorell Council's NRM Strategy and relevant environmental policies and guidelines and will be able to provide informed advice on how to implement it. Council will facilitate a workshop on Council's Strategic Plan, NRM Strategy and other relevant strategies and policies.

6. Meetings:

The Group will meet **at least quarterly** to discuss the opportunity and constraints on implementation of the NRM Strategy and to provide advice to Council.



7. Reporting:

The Group will report to Council on its activities and recommendations at least annually.

8. Terms of Reference:

The Sorell Council Natural Resource Management/Environmental Advisory Group (NRMEAG) will provide advice and support to Council on activities related to environmental management and broadly focusing on Council's NRM Strategy.

- The Group will be a valuable resource for Council in its efforts to manage natural resources in a sustainable way. The Group's expertise and insights will help the Council to develop and implement effective environmental programs and policies.
- The Group's engagement with the community will help to ensure that NRM planning and decision-making are responsive to the needs and interests of all stakeholders.
- The NRMEAG will be comprised of 7 to 9 members, including 2 Councillors, 5 – 7 stakeholders, and 1 NRM facilitator (member secretary).
- The NRMEAG will meet at least quarterly to discuss NRM matters and to provide advice to Council.
- The chair can call meetings when necessary more than once quarterly if felt necessary with 2 weeks in advance notice via the member secretary.
- The NRMEAG will report to Council on its activities and recommendations at least annually.

9. Guidelines for Membership:

- The NRMEAG will be comprised of a diverse and inclusive group of individuals who represent the different interests and perspectives of the community.
- The NRMEAG will be comprised of individuals who have expertise in NRM and who are able to provide informed advice on how to implement Council's NRM strategy and other relevant environmental policies and strategies.
- The NRMEAG will be comprised of individuals who are willing to commit the time required to serve on the Group.

10. Selection Process:

- The NRMEAG will be selected by the Sorell Council.
- The Council will advertise the positions on the NRMEAG and will invite applications from interested individuals.
- The Council will select the members of the NRMEAG based on their qualifications, experience, and commitment to the group.

11. Duties and Responsibilities:

- The NRMEAG's primary role is to provide expert advice and supportive assistance to the Council on matters related to natural resource management (NRM). This



includes, but is not limited to, issues concerning the sustainable management of water, soil, land use and biological diversity.

- In the interest of promoting continual improvement, the NRMEAG will facilitate a thorough review of the Sorell Council's existing NRM strategy. By evaluating its strengths and identifying areas for potential enhancement, the NRMEAG will provide sound recommendations aimed at boosting the strategy's effectiveness.
- Beyond the initial planning and strategy phase, the NRMEAG has a responsibility to oversee the implementation of the Council's NRM Strategy. This includes monitoring progress, assessing outcomes, and providing regular feedback to Council. The objective is to ensure that the strategies are executed correctly and are making a significant positive impact on local natural resources.
- The NRMEAG will actively engage with the local community on NRM matters. This not only involves disseminating information and raising awareness about the importance of natural resource management, but also encouraging public involvement in NRM planning and decision-making processes. By promoting active public participation, the NRMEAG aims to foster a community that is both informed and invested in the stewardship of its natural resources.

12. Term of Office:

- The members of the NRMEAG will serve for a term of 2 years.
- Members may be reappointed for a second term.
- Members cannot be reappointed for more than 2 consecutive terms.

13. Remuneration:

- The members of the NRMEAG will not receive any remuneration for their service on the Group.
- The members of the NRMEAG will be reimbursed for expenses incurred in carrying out their duties.

14. Disqualifications:

- Any person who is disqualified from being a Councillor under the Local Government Act 1993 (TAS) is also disqualified from being a member of the NRMEAG.
- Any person who has a conflict of interest with respect to any matter before the NRMEAG must disclose that conflict of interest to the Group.
- Council will determine whether the conflict of interest is significant for the member to be an active member of the Group.

15. Termination of Membership:

A member of the NRMEAG may be removed from the Group by the Sorell Council if the member:



- Fails to attend **three** consecutive meetings of the Group without the permission of the Chair;
- Is convicted of an offence that is relevant to the panel's functions;
- Is found to have acted in a manner that is inconsistent with the Group's terms of reference; or
- Otherwise ceases to be a fit and proper person to be a member of the Group.

16. Indemnity:

Members of the NRMEAG will be indemnified against all liabilities, costs, expenses, and losses incurred by them in the performance of their duties.

17. Confidentiality:

Members of the NRMEAG must keep confidential all information that is disclosed to them in the course of their duties.

18. Conflict of Interest:

Members of the NRMEAG must declare any conflict of interest that they have with respect to any matter before the Group.

19. Quorum:

A quorum for a meeting of the NRMEAG will consist of 5 members with minimum of one councillor, three stakeholders and one NRM Facilitator (or delegate).

18.0 HEALTH AND COMPLIANCE

18.1 PLUMBING APPLICATION FEES – REQUEST FOR WAIVER OF FEES

RECOMMENDATION

“That Council resolve pursuant to Section 207 of the *Local Government Act 1993* to remit Plumbing Application Fees of \$1366.00 for 7 Banksia Street, Primrose Sands.”

Introduction

The purpose of this report is to seek approval from Council to waive or reduce plumbing fees for a private storm water pump station at 7 Banksia Street, Primrose Sands. The works are required to reduce the inundation risk as the property cannot be connected by gravity to the Council stormwater drainage system.

Background

Councils' *Fees Refund and Remission Policy 2019* enables the General Manager to remit fees and charges for not-for-profit community based organisations only.

Strategic Plan

Not included in the Strategic Plan.

Annual Plan

Remission of fees is not a matter referenced in the Annual Plan, however, every remission granted results in a loss of revenue.

Operational Plan

Not applicable.

Policy

Fees Refund and Remission Policy 2019

Environmental Implications

Not applicable.



Asset Management Implications

No impact on the existing public stormwater drainage system

Risk Management Implications

Risks associated with this matter are considered comparatively low and are limited to financial costs and procedural transparency.

Community Implications

Remitting application fees will enable the owner to better manage an ongoing inundation problem.

Statutory Implications

Division 7 of the Local Government Act 1993 (“the Act”) provides the head of power for a Council to impose fees and charges.

Rather than amending the fees and charges schedule, it is more appropriate that Council consider the request for a remission pursuant to Section 207 of the Act.

Report

Council’s Plumbing Surveyor has requested that Council consider either remitting or reducing the plumbing assessment fees for a proposed stormwater pump station at 7 Banksia Street, Primrose Sands. The General Manager does not have delegation to remit fees in this situation and as such must be considered by Council.

The plumbing assessment fees levied include:

PLUMBING	
Assessment of Certificate of Likely Compliance (Notifiable or Permit Work) Class 1 & 10	\$281.00
Plumbing Permit Fee	\$62.00
Plumbing and Drainage Inspection Fee x 4 Inspections	\$827.00
Start Work Notice Authorisation	\$26.00
Certificate of Completion (Plumbing Work)	\$170.00
Total	\$1,366.00

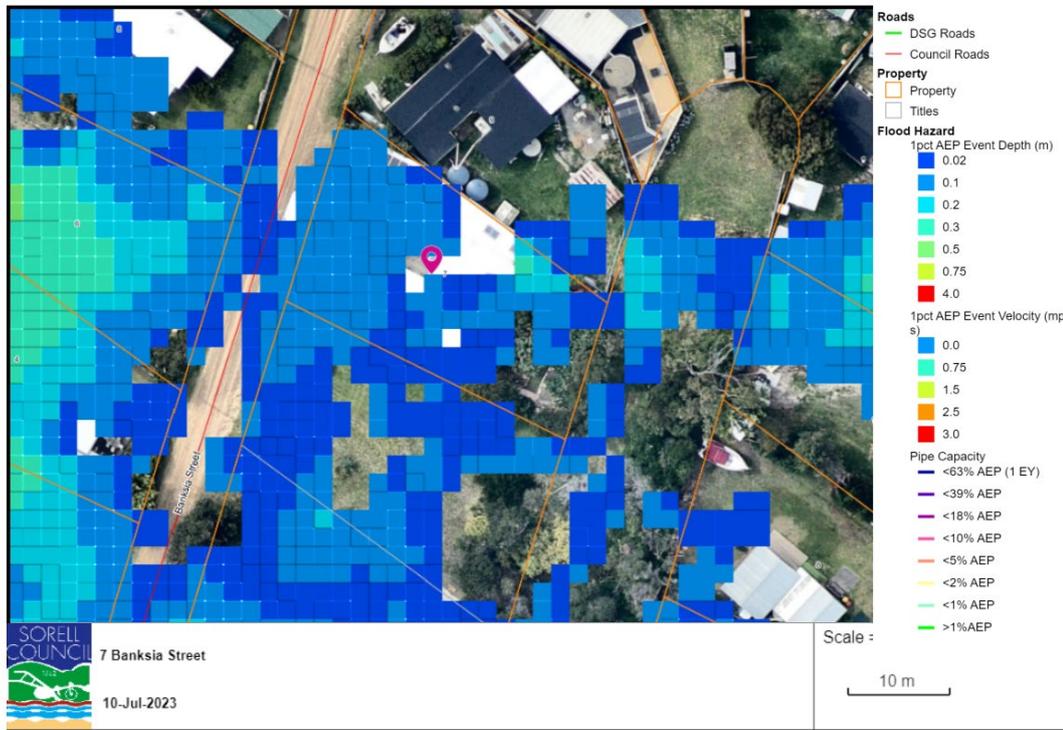
7 Banksia Street, Primrose Sands continually experiences flooding (see below inundation map). The owner has obtained advice that the most effective way to elevate this problem is to install a private stormwater pump station on her property and pump the water to Council’s public stormwater main in Primrose Sands Esplanade.

The property owner will engage a plumber to undertake these works and will be responsible for the ongoing operation and maintenance of the pipe and pump station.



The works proposed are likely to cost the property owner in excess of \$20,000, if Council remits or reduces the Plumbing application fees this would assist the property owner to use those funds to fix the ongoing flooding issues.

A map of the *Flood Inundation Overlay* and stormwater infrastructure is shown below.





GREG ROBERTSON
MANAGER HEALTH & COMPLIANCE
10th July 2023

19.0 ROADS AND STORMWATER

Nil reports.



20.0 FACILITIES AND RECREATION

20.1 MUNICIPAL EMERGENCY MANAGEMENT COMMITTEE

RECOMMENDATION

“That Council endorses the nomination of the following employees for appointment by the Minister for Police, Fire and Emergency Management to the roles of:

- Municipal Coordinators – Sonia Pullen, Manager Facilities & Recreation and David Reardon, Manager Roads & Stormwater
- Deputy Municipal Coordinator – Joshua Pullen, Facilities Maintenance Coordinator
- Municipal Recovery Coordinator – Sharon James, Engagement & Partnership Coordinator and;
- Deputy Recovery Coordinator – Rebecca Bunyan, Works Support Officer – Facilities & Recreation”

Introduction

In accordance with the Sorell Council Emergency Management Plan, Council have a central role in coordinating and facilitating a range of Emergency Management activities, as well as resourcing specific council responsibilities for emergency management. The Sorell Municipal Emergency Management Committee (MEMC) plays a pivotal role in meeting these requirements.

Background

The strategic objectives of the Sorell Municipal Emergency Management Committee (MEMC) are to:

- Maintain a Municipal Emergency Management Plan (MEMC), to guide the management of risks to the community arising from emergencies, through considering all elements of prevention and mitigation, preparedness, response and recovery (PPRR);
- Recognise the value of relationships and partnerships for emergency management, in particular the importance of:
 - Community contributions in emergency management and promoting community engagement as required;
 - Maintaining linkages with related bodies including the Southern Region Emergency Management Committee (SREMC); and
 - Identifying roles and responsibilities and integration processes between emergency management and Council management structures.
- Develop a progressive review system that is implemented for all emergency management elements and is based on continuous improvement principles; and
- Maintain an active and relevant municipal committee.



The MEMC is not expected to provide operational involvement in an emergency response, rather it has an important role in providing effective leadership and communications during and after an emergency

Strategic Plan

Objective 2.9 – Responsible Stewardship and a Sustainable Organisation – *Maintain a skilled workforce through training and development opportunities.*

Objective 2.10 – Responsible Stewardship and a Sustainable Organisation – *Maintain effective partnerships with government, industry and community organisations.*

Annual Plan

N/A

Policy

N/A

Environmental implications

Nil

Asset Management Implications

Nil

Risk Management Implications

It is a risk to Council and our community not to have a current Sorell Municipal Emergency Management Committee (MEMC) and be adequately prepared in the event of an emergency.

Community implications

Ensuring we have a current Sorell Municipal Emergency Management Committee (MEMC) is in the best interest of the community and ensures we are ready to respond in the event of an emergency.

Statutory implications

The Local Government Act 1993 provide for Councils to be responsible for (among other things): public health; safety; community wellbeing; sanitation; cleansing; and some water supply matters. These requirements support the partnership between state and local governments to reduce risks to communities through prevention and mitigation activities.

Report

A change in staffing personnel and structure at Council has resulted in the need to review the nominated employees on the Sorell Municipal Emergency Management Committee (MEMC) to ensure we are fulfilling our statutory obligations.



The following employees are nominated for appointment by the Minister for Police, Fire and Emergency Management to the roles of:

- Municipal Coordinators – Sonia Pullen, Manager Facilities & Recreation and David Reardon, Manager Roads & Stormwater;
- Deputy Municipal Coordinator – Joshua Pullen, Facilities Maintenance Coordinator;
- Municipal Recovery Coordinator – Sharon James, Engagement & Partnership Coordinator and;
- Deputy Recovery Coordinator – Rebecca Bunyan, Works Support Officer – Facilities & Recreation.

Our Sorell Municipal Emergency Management Plan will also be updated to reflect these appointments.

SONIA PULLEN
MANAGER FACILITIES & RECREATION
11 July 2023

21.0 QUESTIONS FROM THE PUBLIC

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

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

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

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

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

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



CLOSED MEETING

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

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

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

(a) seen or heard by the Councillor at a meeting or part of a meeting of a council or council committee that is closed to the public that is not authorised by the council or council committee to be disclosed; or

(b) given to the Councillor by the mayor, deputy mayor, chairperson of a meeting of the council or council committee or the general manager on the condition that it be kept confidential.

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

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

(1) A councillor or a member must not make improper use of any information acquired as a councillor or member.

(3) Improper use of information includes using the information –

(a) to gain, directly or indirectly, an advantage or to avoid, directly or indirectly, a disadvantage for oneself, a member of one's family or a close associate; or

(b) to cause any loss or damage to any council, controlling authority, single authority, joint authority or person.



22.0 CLOSED MEETING

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

Reference	Item
22.1	Confirmation of the Closed Council Minutes of the Council Meeting of 20 th June 2023 – <i>Regulation 34(3)</i>
22.2	Disclosure of confidential information – <i>Regulation 15(8)</i>
22.3	General Manager Appointment – <i>Regulation 15(2)(a)</i>

As prescribed items in accordance with Regulations 15 and 34 of the Local Government (Meeting Procedures) Regulations 2015, and therefore Council may by absolute majority determine to close the meeting to the general public.

RECOMMENDATION

“That the meeting be closed to the public to enable Council to consider agenda items 22.1 - 22.3 which are confidential matters as prescribed in Regulations 34 and 15 of the Local Government (Meeting Procedures) Regulations 2015.”

22.1 CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 20 JUNE 2023

RECOMMENDATION

“That the Closed Minutes of the Council Meeting held on 20th June 2023 be confirmed.”

22.2 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.”

22.3 GENERAL MANAGER APPOINTMENT



23.0 ACRONYMS

AGM	Annual General Meeting
AFL	Australian Football League
AIR	Australian Immunisation Register
ASU	Australian Services Union
ATO	Australian Taxation Office
AWTS	Aerated Wastewater Treatment Systems
BEST	Business and Employment Southeast Tasmania
CAC	Community Administration Centre
CEO	Chief Executive Officer
CLRS	Councillors
CPR	Cardiopulmonary Resuscitation
CRM	Customer Request Management
CRDSJA	Copping Refuse Disposal Site Joint Authority
DASC	Development Assessment Special Committee
DEDTA	Department Economic Development, Tourism & The Arts
DOE	Department of Education
DPAC	Department of Premier & Cabinet
DPFEM	Department of Police, Fire and Emergency Management
DSG	Department of State Growth
DST	Destination Southern Tasmania
EBA	Enterprise Bargaining Agreement
EOI	Expressions of Interest
EOFY	End of Financial Year
EPA	Environment Permit Authority
EWaste	Electronic Waste
FMAC	Fire Management Assessment Committee
GM	General Manager
ICT	Information Communication Technology
LGAT	Local Government Association of Tasmania
LPS	Local Provisions Schedule
LTFP	Long Term Financial Plan
LTI	Lost Time Injury
MAST	Marine & Safety Tasmania
MEMC	Municipal Emergency Management Committee
NBN	National Broadband Network
NRE	Department of Natural Resources and Environment Tasmania
NRM	Natural Resource Management
PWS	Parks and Wildlife Service
RACT	Royal Automobile Club of Tasmania
RDA	Regional Development Australia
RSL	Returned Services League
RTI	Right to Information



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

