



# COUNCIL AGENDA

16 JANUARY 2024

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, 16 January 2024, commencing at 6.00 pm.

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

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

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

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

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

ROBERT HIGGINS  
GENERAL MANAGER  
11 JANUARY 2024



## AGENDA

FOR THE COUNCIL MEETING TO BE HELD AT THE  
COMMUNITY ADMINISTRATION CENTRE (CAC), 47 COLE STREET, SORELL ON  
16 JANUARY 2024

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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 B Nichols  
Councillor M Reed  
Councillor N Reynolds  
Councillor C Torenus

## 2.0 APOLOGIES

## 3.0 DECLARATIONS OF PECUNIARY INTEREST

## 4.0 CONFIRMATION OF THE MINUTES OF 12 DECEMBER 2023

### RECOMMENDATION

“That the Minutes of the Council Meeting held on 12<sup>th</sup> December 2023 be confirmed.”

## 5.0 MAYOR’S REPORT

### RECOMMENDATION

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

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

- Participated in Minister Ellis’ fire levy workshop.
- Attended STRWA Board meeting.
- Attended Council’s launch of Sorell 2022.
- Met with SWS Chair, Copping Authority Chair and Company Secretary.
- Attended SWS meeting.



- Presented at Dodges Ferry Primary School EOY assembly.
- Attended BEST Board meeting.
- Called in to Depot and Council Christmas functions.
- Met with MLC Jane Howlett re: local issues.
- Met with Real Estate Agent re: activity in Sorell and Cambridge areas.
- GM, Janet Gatehouse and I participated in Copping Authority teams meeting.
- Discussion with Chris Cusick re: Bream Creek Ag Centre.
- Met with Vica Bayley re: local issues and requirements.

## 6.0 SUPPLEMENTARY ITEMS

### RECOMMENDATION

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

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

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

## 7.0 COUNCIL WORKSHOPS REPORT

^  
The following Council Workshop was held:

Date	Purpose	Councillor Attendance	Councillor Apologies
No Council workshops were scheduled during the reporting period.			



## 8.0 COUNCILLOR QUESTIONS ON NOTICE

Nil.

## 9.0 COUNCILLOR MOTIONS ON NOTICE

Nil.

## 10.0 WORKGROUP REPORTS

### RECOMMENDATION

“That the workgroup reports as listed be received.”

### 10.1 OFFICE OF THE GENERAL MANAGER – ROBERT HIGGINS

- Attended Committee for Greater Hobart Transport workshop – 12<sup>th</sup> Dec.
- Worksafe Tas Mental Health and Wellbeing staff presentation – 14<sup>th</sup> Dec.
- STRLUS working group initial meeting – 14<sup>th</sup> Dec.
- Met with Planning Manager and residents re: Iron Creek Farm Stay – 20<sup>th</sup> Dec.
- Copping Authority meeting – 8<sup>th</sup> Jan.
- RFQ assessment of Social Strategy and Active Transport Strategy submissions with project staff – 9<sup>th</sup> Jan.
- Met with Office of Coordinator General on private development concepts – 11<sup>th</sup> Jan.
- Staff meetings, Leadership Team meeting, workshops and SPA meetings.

### DIRECTOR SERVICE DELIVERY – RUSSELL FOX

As of the end of December Council had spent \$6.2 million as part of this financial year's capital works program against an approved adjusted Council financial year budget of \$14.7 million. The tender for the Marion Bay reconstruction works between Copping and Bream Creek Road junction was advertised prior to Christmas. The sealing of the last two road segments on Nugent Road is scheduled for the first week in January.

The construction of the BMX track is almost complete but the installation of the shelter on the start hill, the final polymer coating on the straights, permanent site fencing and the loaming and planting of the batters will be undertaken end of January/start of February.



Meetings attended:

- Complete performance reviews of work group Managers in conjunction with Director People and Performance.
- Part of assessment panel for the Request for Quotations for the Social and Active Transport Strategies.
- Scheduled quarterly WHS committee meeting.
- BMX site meeting with all contractors and Project Manager to discuss site security and outstanding works.

#### **DIRECTOR PEOPLE AND PERFORMANCE - JESS HINCHEN**

Meetings attended:

- Consultative Committee Meeting
- Sorell 22: Country to Coast short film premier
- Assessment of RFQ – Social Strategy and Active Transport Strategy
- Performance Reviews
- Various meeting related to Stadium Management & Facilities
- Leadership Team Meeting
- Various HR Matters
- Council Meeting
- Council Workshop

#### **EMPLOYEE SUPPORT – HR**

Employee Support Officer on Annual Leave at time of reporting.

#### **DEVELOPMENT OFFICER – STRATEGY & RISK**

Meetings attended:

- WHS Quarterly Committee Meeting
- Risk & Strategy Monthly Meeting

Completed:

- LGAT Procurement Session 2 and Vendor Panel Training - Scheduled and Attended.
- WorkSafe Tasmania – Mental Health and Wellbeing Presentation - Scheduled and Attended.
- Reviewed all Social Strategy and Active Transport Strategy RFQ submissions to ensure they conform to RFQ requirements. All (but one) were conforming submissions and are now being assessed.
- Submitted response to Tasmanian Government's 2024-25 Budget Community Consultation, stating Council's opposition to the proposed



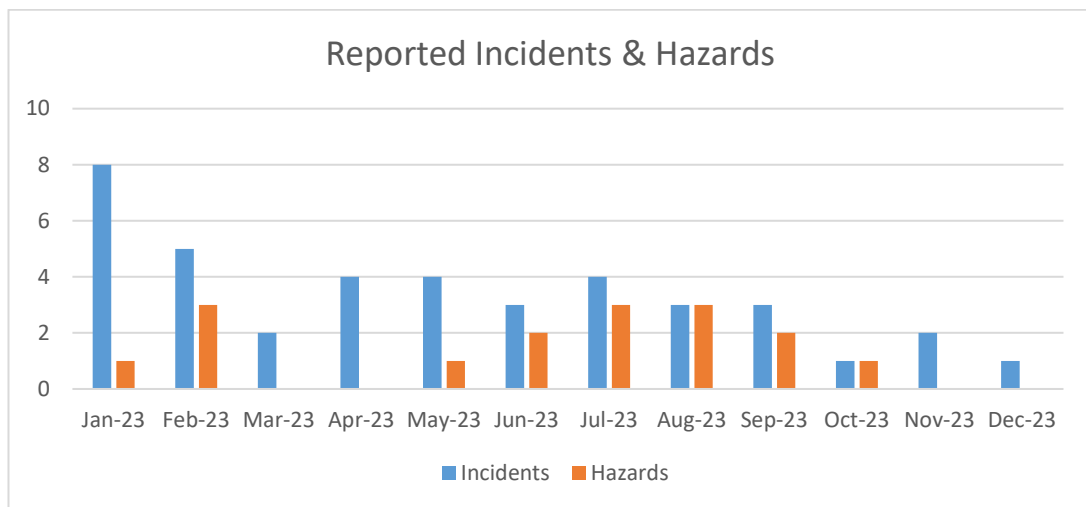
review of funds allocation process - which would see more than \$200k stripped annually from Sorell Council's current funding allocation.

- Forwarded Sorell Climate Change Adaptation Risk Register draft to STCA for inclusion in their Sorell Council Climate Change Adaptation Plan project.
- Risk assessments (x24) for Dangerous Goods (fungicides, etc.) dilution/mixing and application.

Working on:

- Established contact with Hydro Tasmania to commence research into best practice Fleet Dashcam and Tracking solution options – WIP.
- Black Spot identification for Black Spot grant funding application.
- Continuous Improvement Plan to address MAV (Insurer) Audit findings related to Road Asset Management, Reserves and Open Space, Contractor Management.
- Contractor Management Policy.
- Risk Treatment Plans for High Residual risk items on Strategic and Enterprise register.
- Draft Business Continuity Plan.

Reported Incidents and Hazards for the month of December:



- 1 Incident reported
  - 1 leech bite
- 0 hazards identified and reported
- 1 investigation completed, 0 outstanding



## 10.2 FINANCE – STEPHANIE PERRY, MANAGER

### Financial Management

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

- Finance staff completed all end-of-month (EOM) procedures for November 2023, including the completion EOM processing and balance sheet reconciliations and the submission of Council's monthly Business Activity Statement (BAS) to the Australian Tax Office (ATO).
- Finance staff completed Phase 2 of the 2022/2023 Consolidated Data Collection Survey and returned it to KPMG.
- Finance staff commended work on the Mid-Year Budget Review (MYBR) for the operating budget. MYBR will not be taking place for the Capital Budget, as in 2023/2024 financial year an alternative monthly capital budget adjustment process has been implemented.
- South East Region Development Association (SERDA) ad-hoc and monthly financial tasks were completed.

### Rates

- At the end of December 62.7% of rates had been collected, compared to 62.4% at the same time last year.
- Supplementary valuations were received from the Office of the Valuer-General, year to date totalling \$138k in general rates, \$26k in waste charges and \$7k in fire levy income.

### Audit

- Nil

### Operational Plan

During the month of December, finance staff progressed on the following 2023/2024 Operational Plan items:

Operational Plan Item	Status
Finance System Upgrade	System go live was completed on 27 November 2023.  Subscribe-HR (timesheet system) successfully integrated with D365BC.



	Minor post-go live issues remain outstanding. Finance continues to work with Dialog & SHR to resolve these issues.
Internal Audit – Audit Panel	WLF Accounting & Advisory engaged as Council's internal auditors.  Introductory meeting completed.  Planning meeting to take place in early 2024.
Grant Summary Page	Completed.  Sent to Leadership Team for review and feedback.
Long Term Financial Plan (LTFP) Review	Draft completed.  Manager Finance to review in January 2024.
Education	Finance purchasing and payroll timesheet training provided to staff as part of the finance system go live.
Land Tax Review	Review completed.  Findings to be submitted to the State Revenue Office in January 2024.

### Grants & Funding

During the month of December the following grants were invoiced:

- The Department of State Growth was invoiced \$350,000 (excluding GST) for the contribution towards the construction of a new state level BMX facility at Pembroke Park. This was paid to Council by the Department during December.
- The Department of State Growth was invoiced \$1,000,000 (excluding GST) for instalment one of the funding for the construction of a regional training and jobs hub facility in Sorell. This remained outstanding at the end of December.
- Cricket Tasmania was invoiced \$1,589.30 (excluding GST) relating to the Australian Cricket Infrastructure Fund funding for the Dodges Ferry Recreation Ground cricket pitch replacement. This remained outstanding at the end of December.



### **Insurance**

- There were no significant insurance matters during December.

### **Fleet Management**

- A capital budget allocation was made for fleet replacements during the 2023/2024 financial year. The General Manager has approved the light fleet procurement recommendation. Finance staff are in the process of ordering the vehicles based on the approved recommendation. Orders are expected to be completed in early January 2024.
- During December the final vehicle relating to the 2022/2023 replacement schedule was received.

### **Plant and Equipment Disposals**

- One vehicle remains to be disposed of from the 2022/2023 replacement schedule. This vehicle will be held by Council for a few additional months to accommodate scheduled vehicle repairs. This vehicle is expected to be sent to Pickles Auctions for disposal in April/May 2024.

### **Meetings**

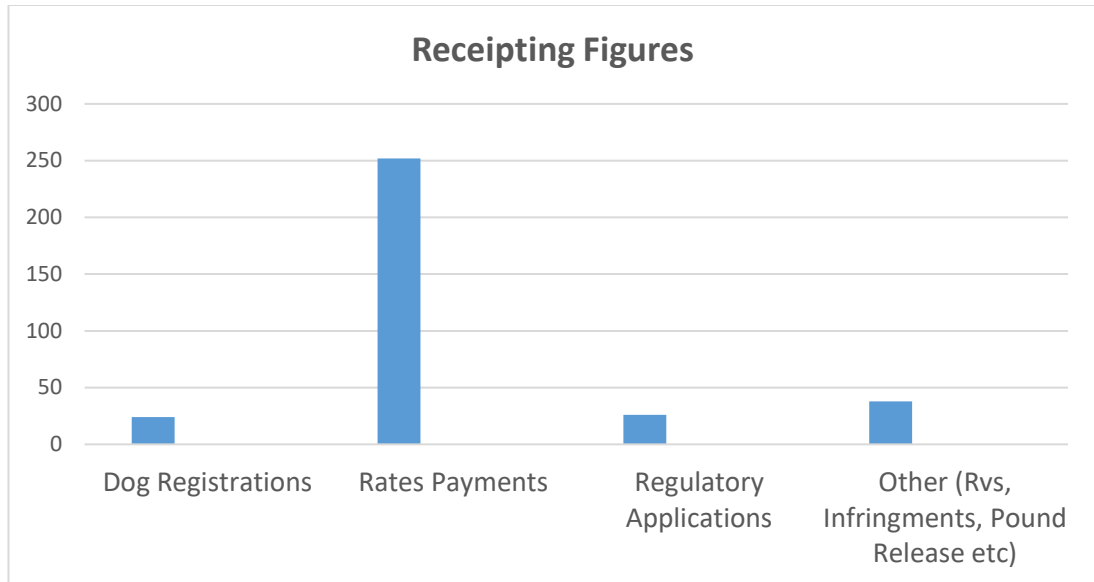
- Leadership Team meeting – 6/12/2023.
- Monthly capital works meeting with Finance, Asset Management, Engineering and Depot staff – 12/12/2023.
- Monthly team meeting with the Finance Department – 6/12/2023.
- Monthly rates catch up with the Manager Finance, Senior Rates Officer and Finance Support Officer – 18/12/2023.
- Relationship management meeting with Commonwealth Bank – 14/12/2023.
- Worksafe Tasmania Mental Health and Wellbeing presentation – 14/12/2023.
- LGAT Procurement and Vendor Panel training – 19/12/2023.
- Various meetings with Dialog regarding the D365BC system post go-live issue resolution.
- Various internal finance planning meetings to discuss task allocations (15/12/2023) and Mid-Year Budget Review (18/12/2023).



### 10.3 COMMUNITY RELATIONS – STACEY GADD, MANAGER

#### CUSTOMER & BUSINESS SUPPORT

Receipting figures – December



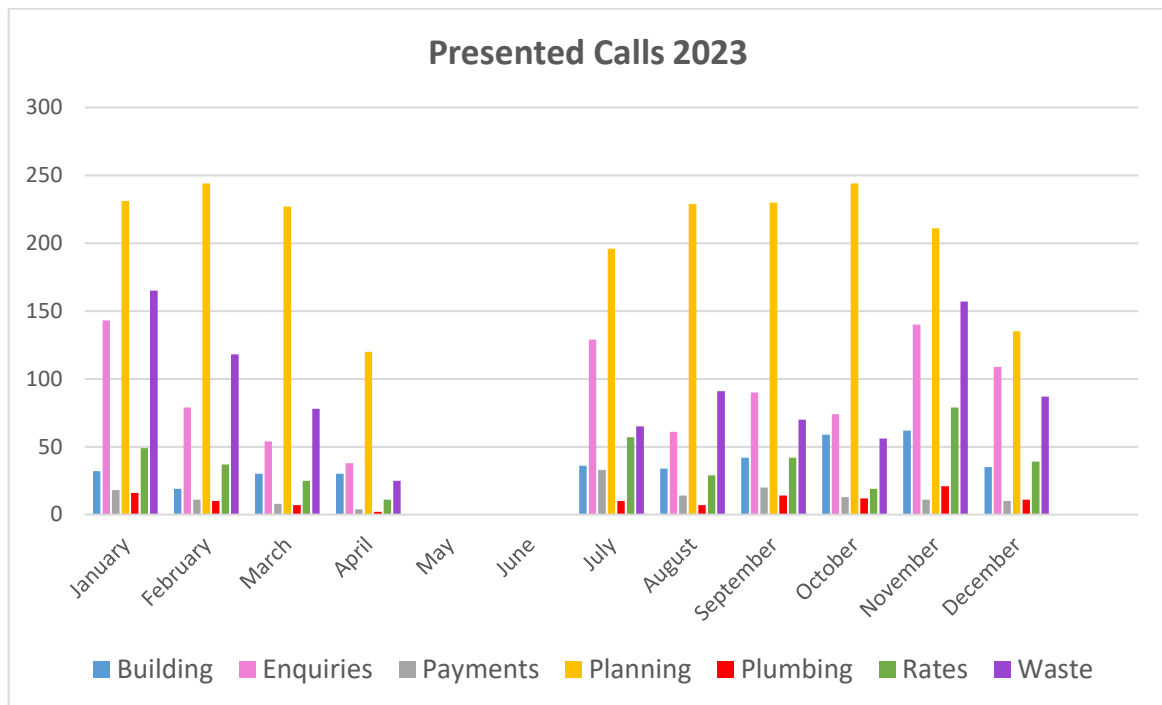
Green and Hard Waste Bookings – December



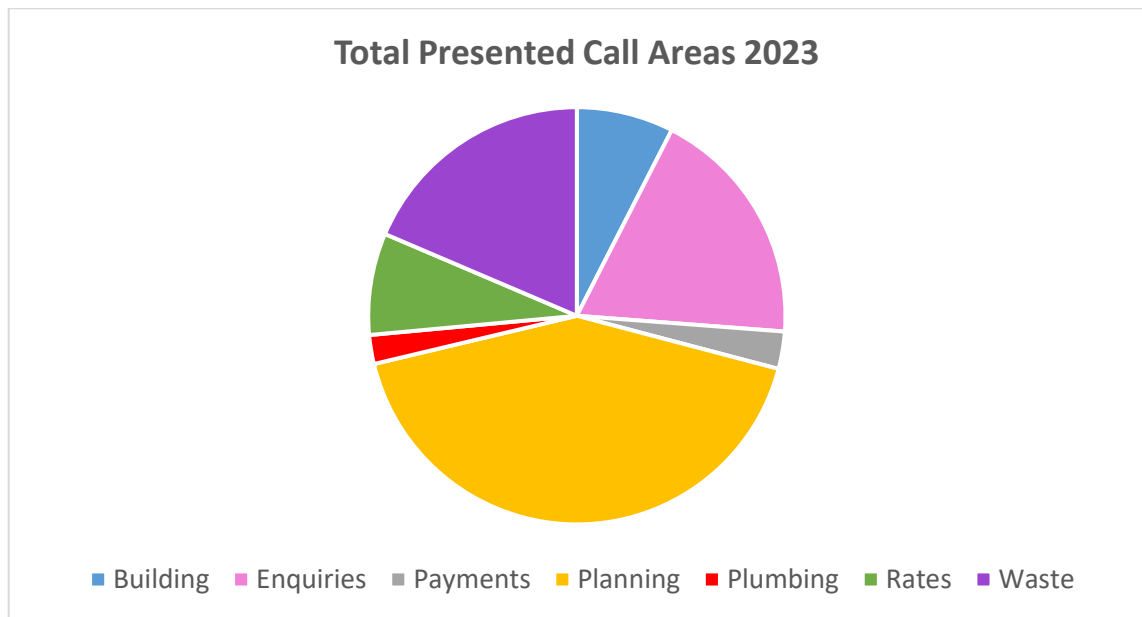
## Phone Call Reporting – December

Group	Presented Calls	Answered Calls	Missed Calls	Calls Overflowed To	Calls Overflowed From	Percent of Calls Answered	Percent of Calls Missed	Avg Speed of Answer	Total Talking Duration	Avg Talking Duration
Building	35	34	1	35		97.1%	2.9%	0:00:16	1:22:07	0:02:25
Enquiries	109	108	1	52		99.1%	0.9%	0:00:08	2:24:57	0:01:21
Payments	10	10		1		100.0%	0.0%	0:00:14	0:18:03	0:01:48
Planning	135	132	3	135		97.8%	2.2%	0:00:12	4:38:27	0:02:07
Plumb Engineer	11	11		7		100.0%	0.0%	0:00:09	0:14:52	0:01:21
Rates	39	38	1	19		97.4%	2.6%	0:00:13	0:55:56	0:01:28
Sorel Council	1,446	847	599		299	58.6%	41.4%	0:00:34	22:41:49	0:01:36
Waste	87	84	3	50		96.6%	3.4%	0:00:09	1:36:28	0:01:09

## Presented Calls by month for 2023



## Total Presented Calls for 2023



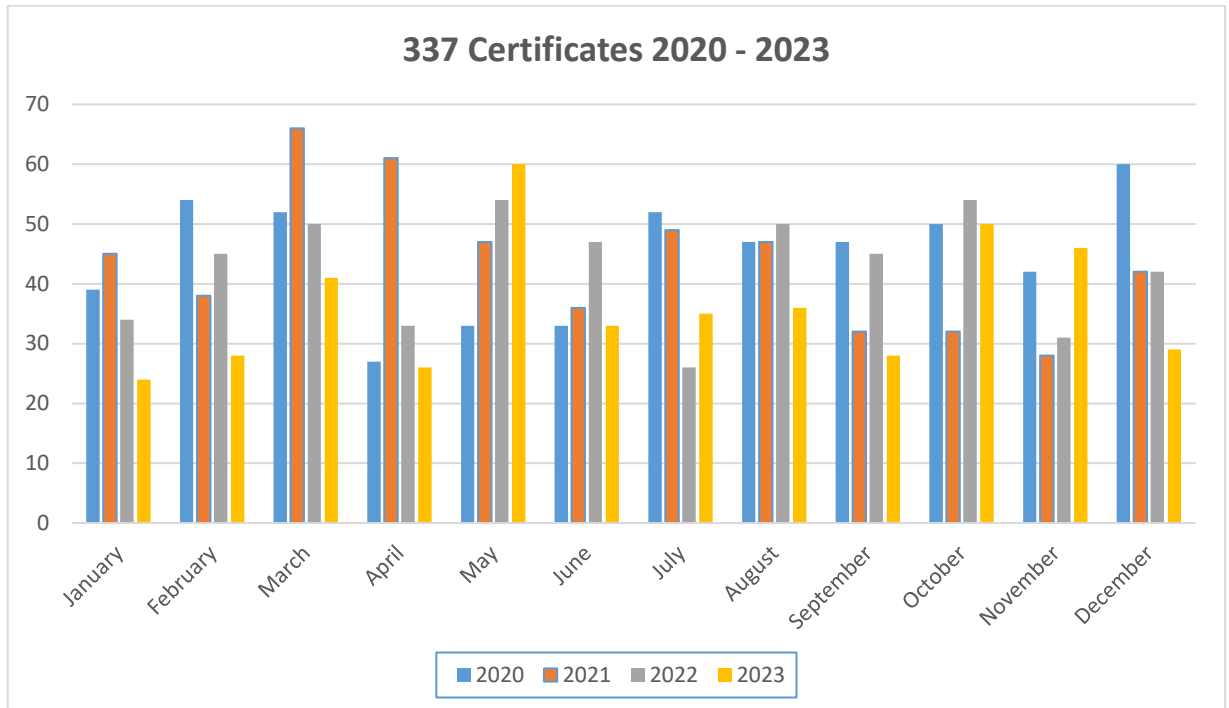
## Customer Requests

CRMs created for the month of December

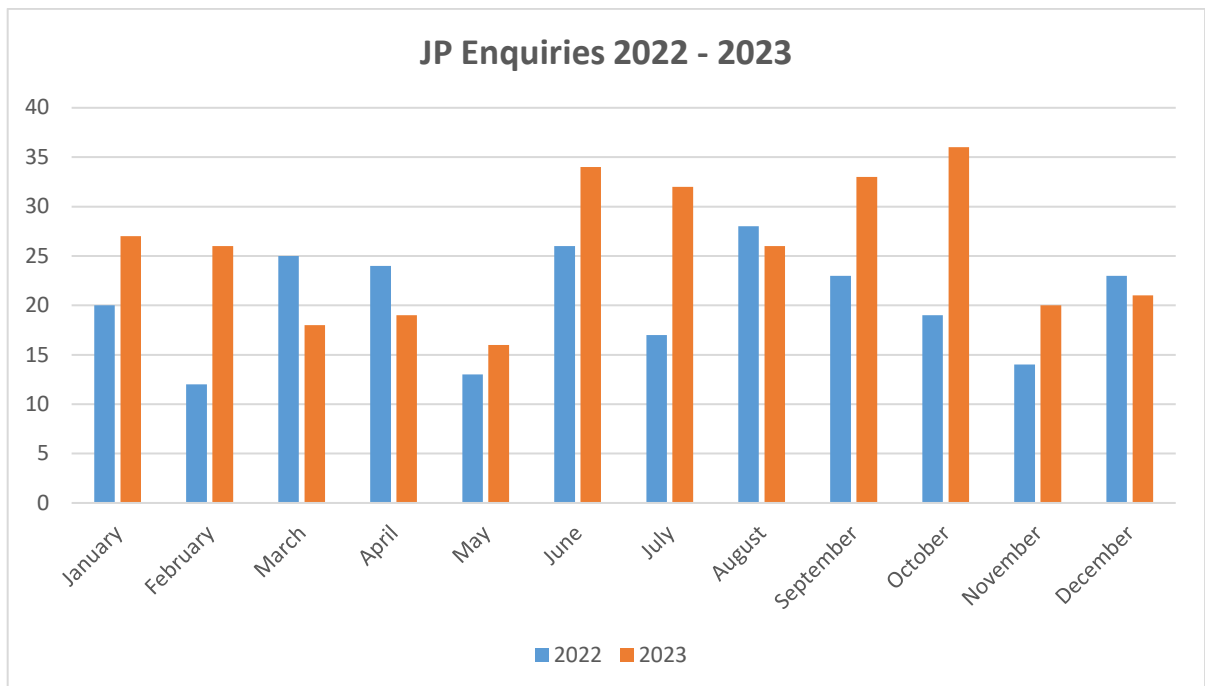


### 337 Certificates

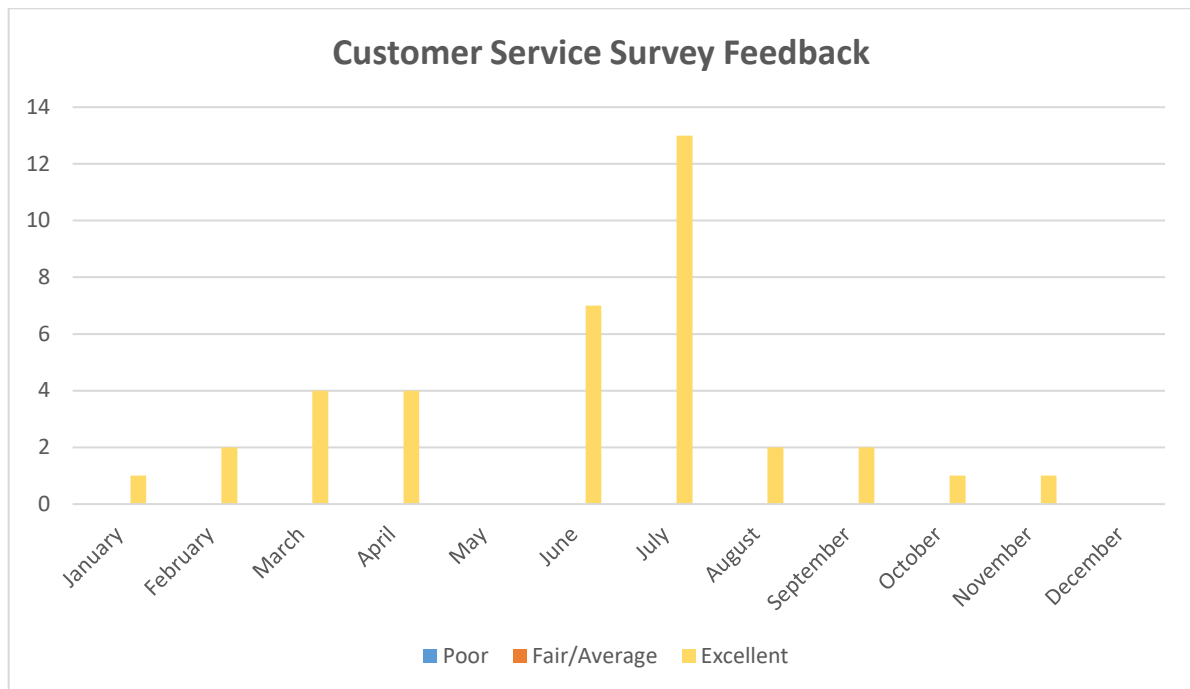
Council processed 29 - 337 Certificates in December 2023 which relate to the sale of properties as detailed in the graph below.



### Justice of the Peace Enquiries



## Customer Service Feedback



No customer service surveys were completed for the month of December.

## 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, Clean up Australia Day and Sorell 22 Country to Coast short film.

### NRM

- NRM Thursday posts on social media ongoing.
- Weed Awareness section ongoing in monthly Sorell Times advert.

### Waste Education

- Waste Wednesday social media posts ongoing.
- Community education regarding potential changes to our services as part of the Waste Management Strategy are ongoing.
- Clean Up Australia Day – promotion of event has commenced on our website and social media posts.

### Advocacy

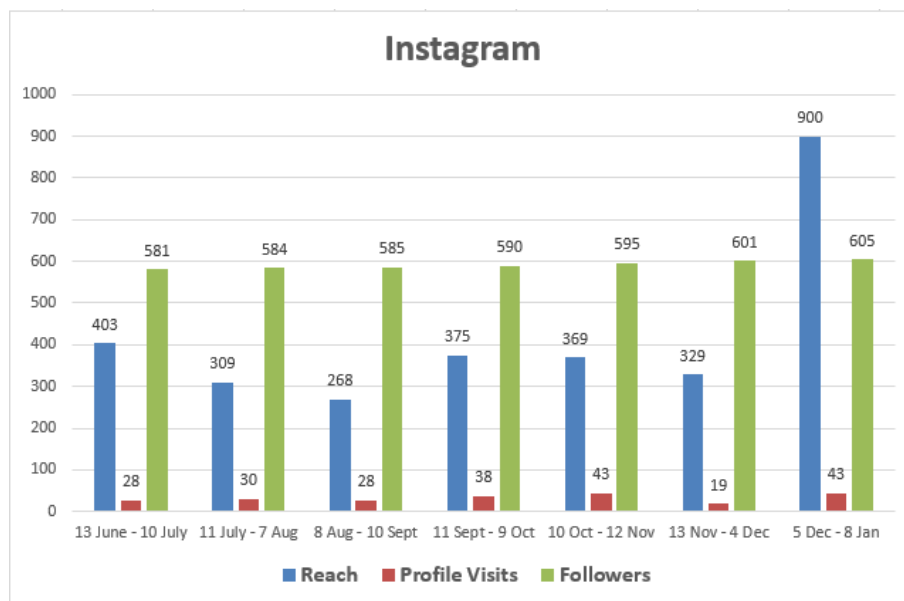
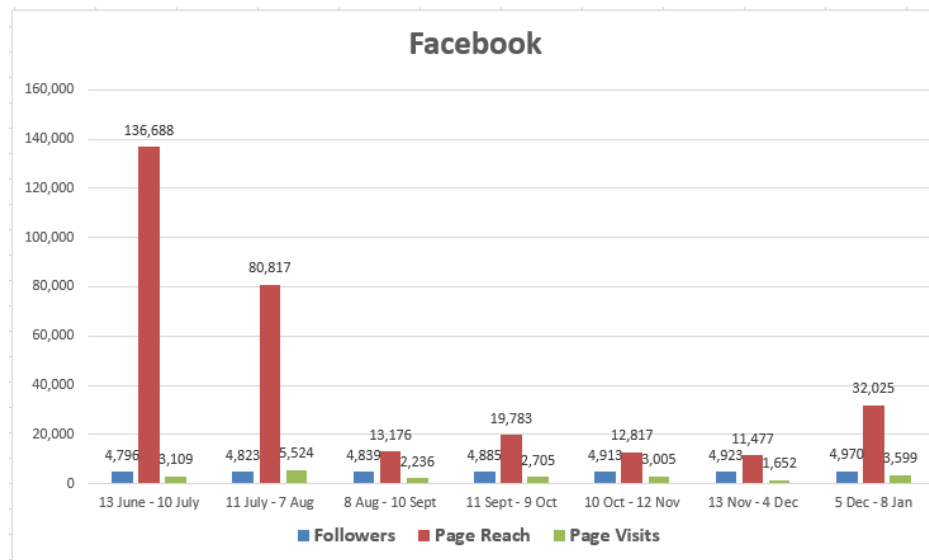
- Nil this month



### Area Promotion/Marketing

- Renewal of Sorell sign outside Rural Solutions ongoing.
- Investigating refreshing the historical storyboards along the Waterway Trail.

### Social Media



### COMMUNITY CONSULTATION/ENGAGEMENT

- Future Management of Dunalley Hall – Expression of Interest process commenced with submissions open Friday 8 December 2023 and closing 5.00pm Friday 26 January 2024.
- Reserve Management Plans – Initial consultation has now closed. 20 people attended the community session in Dodies Ferry and 12 online submissions



received. Feedback has been collated and sent to North Barker for consideration and inclusion in the Draft Reserve Management Plans.

- Natural Resource Management Environmental Advisory Group – First meeting held on Wednesday 29 November.
- Service Providers Meeting – Held in the CWA Room on 6 December.
- Seniors Advisory Group Meeting – Held in the South East Stadium on 12 December.
- Met with Regional Drought Resilience Program Coordinator for briefing on Project.
- Communication and Engagement Strategy – commenced review and update of the C&E Strategy. Workshopped with Councillors on 5 December. Will engage with the community before finalising the draft.

#### **MEDIA**

- Nil this month

#### **ARTS AND CULTURE**

- Sorell 22: Country to Coast – Premiere successfully held and received numerous positive feedback.

#### **COMMUNITY COLLABORATIONS**

- Southern Tasmanian Poultry Club – Council has again partnered with the Club to hold another poultry amnesty at the Sorell Memorial Hall back car park on Saturday 10 February at 10.00am. The purpose of the amnesty is to provide an opportunity for people to surrender their poultry instead of them ending up in the local environment.
- Carlton Park Surf Life Saving Club – Construction of storage shed for beach wheelchairs is complete. Will liaise with the Club, Bendigo Bank Sorell and Districts and Rotary Club of Sorell who contributed funding to organise a media event to promote the project.

#### **COMMUNITY GRANTS PROGRAM**

##### **Community Grants**

- Sorell RSL
- Sorell Community Network
- Southern Tasmania Country Music

##### **Individual Achievement**

- Charlie Ashford – Tasmania U14 Basketball Team to compete in the Australian Junior Country Basketball Cup in Albury/Wodonga.
- Oliver Morgan - Tasmania All Schools Athletics team to compete in the national competition in Perth.



#### Quick Response

- Nil this month

#### EVENTS

- Australia Day Awards – Planning ongoing for our Australia Day Awards presentation event for 2024.

#### CORPORATE ADMINISTRATION

##### Right to Information

- No Right to Information Requests were received.

##### Policies under review

Policy	Policy Type	Update
Enforcement Policy	Council	Review complete. Associated Enforcement Procedure developed. Both require Council workshop before adoption.
Fraud and Corruption Prevention	Council	Review complete. Requires Council approval.
Property Access Policy	Council	Review complete - for Council approval January.
Code of Tendering	Council	Officer review underway.
Motor Vehicle	Management	Review complete. Requires delegate approval.
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.
Acknowledgement of Traditional Owners Policy	Council	Officer review underway.
Audio Recording of Council Meetings	Council	Review complete - for Council approval January.
Related Party Disclosures Policy	Management	Officer review nearing completion.
Credit Card Policy	Management	Review complete. Sent for delegate approval.
Asset Management Policy	Council	Officer review underway.
Personal Information Protection Policy	Council	Officer review complete. Requires Council approval.



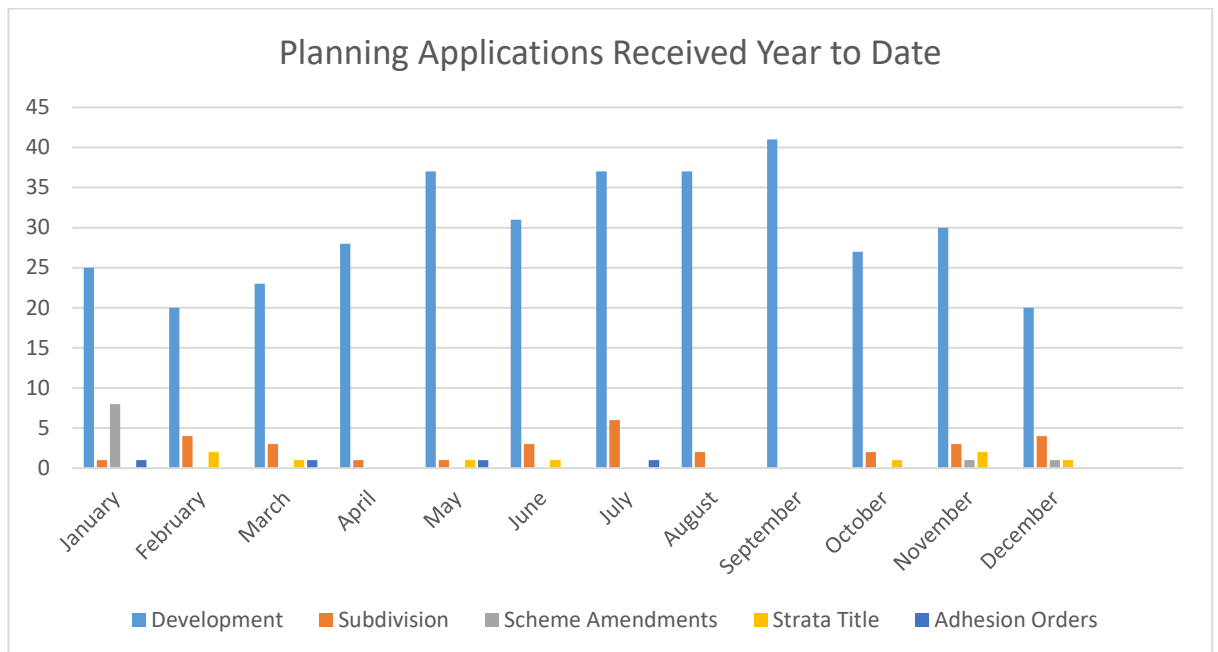


#### Leases & Licences

- Sorell Football Club Lease – Negotiations ongoing.
- Dodges Ferry Rec Centre – Variation to Lease negotiations re: Canteen.
- Dodges Ferry Ambulance Station – Renewal of Lease in progress.
- NBN Co – Land lease renewal Carlton.
- Pittwater Community Centre Inc. - Lease renewal Neighbourhood House.
- Primrose Sands Community Centre Inc. - Lease renewal.

## 10.4 PLANNING – SHANE WELLS, MANAGER

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



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

#### DELEGATED AUTHORITY

During the month of December 2023, a total of 22 Planning Approvals/Permits/Refusals/Exemptions have been issued including:

1	Applications approved as Permitted Development; issued under delegated authority.
1	Applications presented as Permitted Developments for Council consideration at SPA/Council Meeting.
0	Application presented as Section 56 Amendment for Council consideration at SPA/Council Meeting.



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

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

Description	Application Type	Property Address	Value Of Work
Office alterations (two tenancies)	Discretionary	36 Cole Street, Sorell	\$75,000.00
Dwelling	Discretionary	24 Sunningdale Close, Midway Point	\$420,845.00
Dwelling	Discretionary	6 Renmore Court, Carlton	\$418,515.00
Dwelling	Discretionary	7 Miena Drive, Sorell	\$420,000.00
Two Shipping Containers	No Permit Required	11 Arthur Street, Sorell	\$200.00
Vehicle Parking (Cark Park)	Permitted	271 Penna Road, Penna	\$25,000.00
Dwelling & Outbuilding	Discretionary	4 Cootamundra Court, Dodges Ferry	\$370,000.00
Intensification of approved use for education and occasional care	Discretionary	24 McKinly Street, Midway Point	\$10,000.00
Additions & Alterations to Dwelling & New Outbuilding	Discretionary	549 Shark Point Road, Penna	\$250,000.00
Additions & Alterations to Dwelling	No Permit Required	74 Tiger Head Road, Dodges Ferry	\$63,000.00



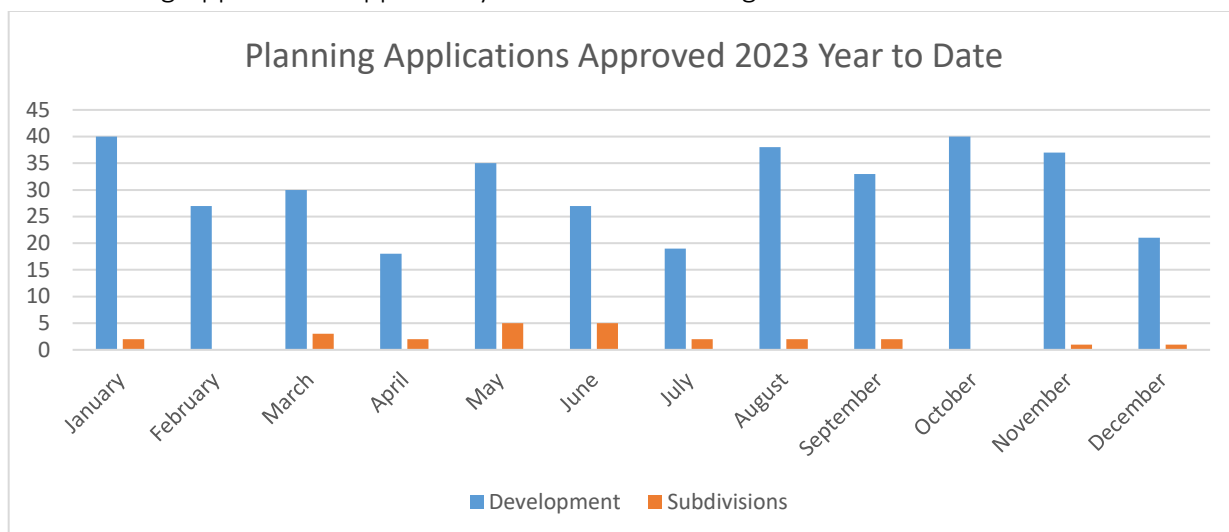
Signage	Discretionary	25 Tiger Head Road, Dodges Ferry	\$15,000.00
Outbuilding	Discretionary	9 Ocean Grove, Carlton	\$20,000.00
Two Temporary Classrooms	Discretionary	538 Old Forcett Road, Dodges Ferry	\$250,000.00
Additions to Dwelling (roof over decks) & New Ancillary Dwelling	Discretionary	101 Reynolds Road, Midway Point	\$150,000.00
Additions & Alterations to dwelling	Permitted	2057 Arthur Highway, Copping	\$110,000.00
Change of Use (Dwelling to Visitor Accommodation)	Discretionary	1 Bayview Court, Sorell	\$0.00
Outbuilding	Discretionary	10 Provence Drive, Carlton	\$10,000.00
Dwelling	Discretionary	94 Fresne Way, Sorell	\$350,000.00
Additions & Alterations to Dwelling	Discretionary	56 Franklin Street, Lewisham	\$200,000.00
Garage	No Permit Required	2 Fresne Way, Sorell	\$11,900.00
Outbuilding	Discretionary	57 Carlton Bluff Road, Primrose Sands	\$16,000.00
199 lot subdivision plus public open space	Discretionary	8 Cole Street, Sorell and adjoining land to the east (CT 181114/1) (previously known as 5 Arthur Highway) with access from Clifton Drive and Cole Street and with works to adjoining Council land	\$15,000,000

No Refusals were issued for December 2023.



## Planning permits issued year for 2023

Planning Applications approved year to date including December 2023.



## SORELL PLANNING AUTHORITY (SPA)

The Sorell Planning Authority (SPA) met on the 5<sup>th</sup> and 12<sup>th</sup> December 2023 and determined the following matters:

- Approval of two containers at Pembroke Park (5.2023.327.1);
- Approval of public car park at 271 Penna Road, Penna (5.2023.320.1);
- Approval of dwelling at 4 Cootamundra Court, Dodges Ferry (5.2023.306.1);
- Approval of intensification of childcare centre at 24 McKinly Street, Midway Point (5.2022.304.1);
- Declined to initiate and certify a planning scheme amendment to rezone land from residential to general business at 2 Pawleena Road, Sorell (5.2022.354.1);
- Approval of signage regarding red handfish awareness at 25 Tiger Head Road, Dodges Ferry (5.2023.284.1); and
- Approval of 199 lot subdivision at 8 Cole Street, Sorell and other land (7.2022.10.1).

## APPEALS

Item	Appeal Status
5.2023.136.1 - 20 units at 29 Tasman Highway, Sorell – Appeal lodged by applicant regarding stormwater conditions.	Directions hearing held
7.2022.10.1 - subdivision at 8 Cole Street, Sorell – Appeal lodged by applicant regarding sewer and footbridge contributions.	Directions hearing scheduled



5.2022.304.1 - childcare centre at 24 McKinly Street, Midway Point – Appeal lodged by representors against approval.	Directions hearing scheduled
5.2023.266.1 - shed at 57 Carlton Bluff Road, Primrose Sands – Appeal against request for additional information.	Appeal lodged outside of time and not yet accepted as valid

### STRATEGIC PLANNING

Item	Status (* indicates update since prior month)
New - State Planning Office (SPO) - Improving Residential Standards in Tasmania Project (General Residential Zone and Low Density Residential Zone).	Discussion Paper released 8 December 2023 with comments due 2 February 2024 (*)
Outer Hobart Residential Supply and Demand Study.	Delayed and due end of December 2023 (*)
State Planning Office (SPO) – Tasmanian Planning Policies.	Exhibition period has completed. TPC hearings in October 2023 through to January 2024.
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 <a href="http://www.planningreform.tas.gov.au">www.planningreform.tas.gov.au</a> .
Regional Land Use Strategy Update.	Regional Coordinator Role filled and project commenced.

### NATURAL RESOURCE MANAGEMENT

Following key activities were conducted:

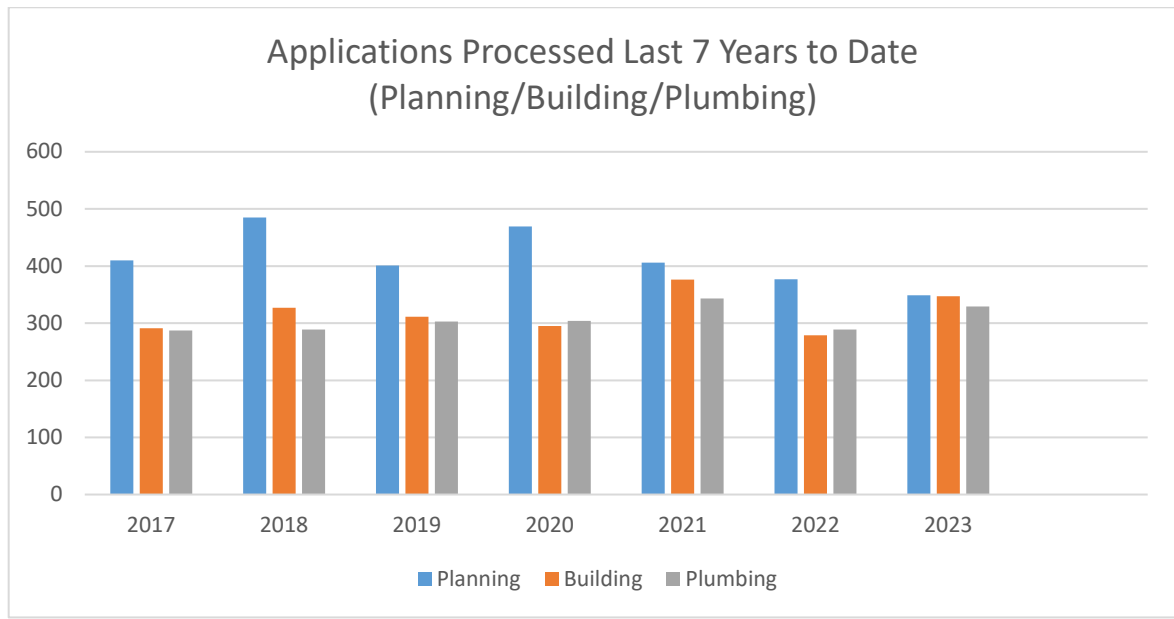
- Infrared cameras installed at various locations around PWOL in Midway Point and Penna.
- Reserve Management plans for five reserves progressing.
- Interim Fire management plan for Dodges Ferry Rec Reserve prepared and recommendations were provided to manage the hazard management area.
- Blue Lagoon hydrological and ecological study underway.
- Management plans for Serrated Tussock infested properties in Primrose Sands underway.
- Attended workshop on Local government Climate Capability Program.



- Various site inspections 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 December 2023.



### DEVELOPMENT ENGINEERING

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 assessment are as follows:

- Midway Point – 195-227, 252 Penna Road, Stages 8 & 9.

Developments under construction are as follows:

- Primorse Sands – 6A & 8 Correa Street 6 Lots, and
- Sorell – 17, 19A, 19B, 23 & 25 Nugent Road 6 Lots.



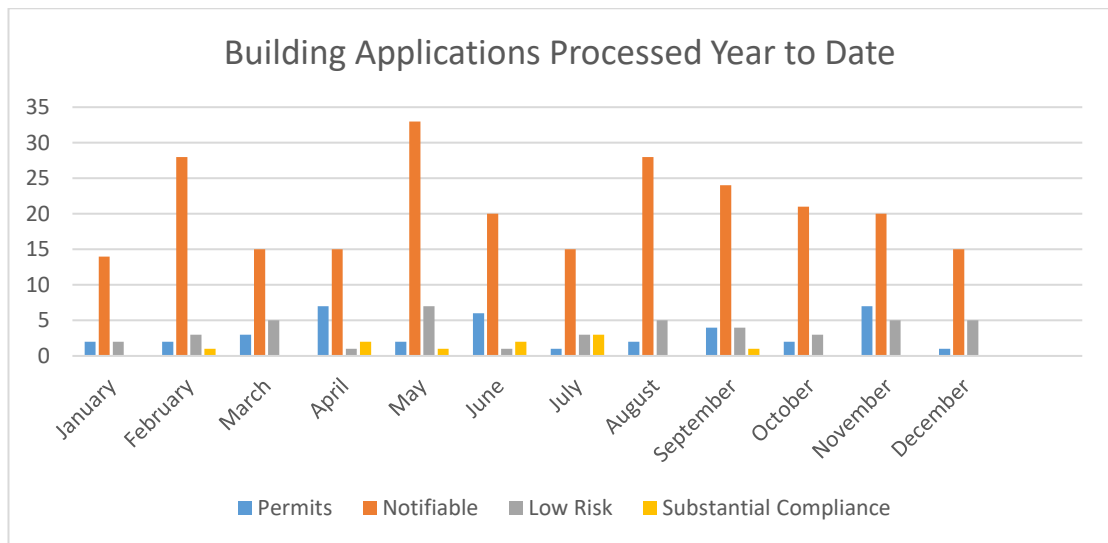
Developments likely to commence are as follows:

- Dodges Ferry – 116A Bally Park Road (8 Lot Subdivision),
- Midway Point – 15-17 Midway Point (1 Lot Subdivision),
- Midway Point – 24 Raynors Road (2 Lot Subdivision), and
- Primrose Sands – 3 Correa Street (2 Lot Subdivision).

## 10.5 HEALTH AND COMPLIANCE – GREG ROBERTSON, MANAGER

### BUILDING

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



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

These include:

- 1 Permits
- 15 Notifiable
- 5 Low Risk
- 0 Substantial Compliance

Property Address	Propose Use Of Building	Value Of Work
1D Okines Road, Dodges Ferry	Boat Storage Shed	\$80,000.00
1 Paneminner Street, Dodges Ferry	Solar Panel Installation	\$2,000.00
2 Erica Road, Primrose Sands	Dwelling	\$250,000.00
4 Oakmont Road, Midway Point	Dwelling	\$570,000.00
43 Provence Drive, Carlton	Shed	\$35,000.00
14 Sunningdale Close, Midway Point	Dwelling	\$669,000.00
23 Parnella Road, Dodges Ferry	Solar Panels	\$13,480.00



812 Marchwiell Road, Bream Creek	Visitor Accommodation	\$900,000.00
8 Miena Drive, Sorell	AMENDMENT - Dwelling	\$0.00
507 Kellevie Road, Kellevie	Shed	\$60,000.00
8 Verdant Close, Sorell	Dwelling	\$350,000.00
41 Sweetwater Road, Midway Point	Dwelling	\$557,000.00
250 Sugarloaf Road, Carlton River	Dwelling	\$200,000.00
85 Federation Drive, Sorell	Dwelling with Attached Garage	\$360,000.00
7 Miena Drive, Sorell	Dwelling and Garage	\$560,000.00
223B Old Forcett Road, Forcett	Stage 3: New Building	\$300,000.00
16 Colleen Crescent, Primrose Sands	Outbuilding	\$20,000.00
28 Susans Bay Road, Primrose Sands	Awning Addition	\$13,655.00
999 Nugent Road, Wattle Hill	Outbuilding	\$9,800.00
164 Bally Park Road, Dodges Ferry	Outbuilding (Shed)	\$13,590.00
16B Fitzroy Street, Sorell	Outbuilding	\$12,500.00

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

### BUILDING COMPLIANCE

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

During the month of December 2023, we received no new complaints that required further investigation.



There were 2 on-site inspections completed for the month of December.



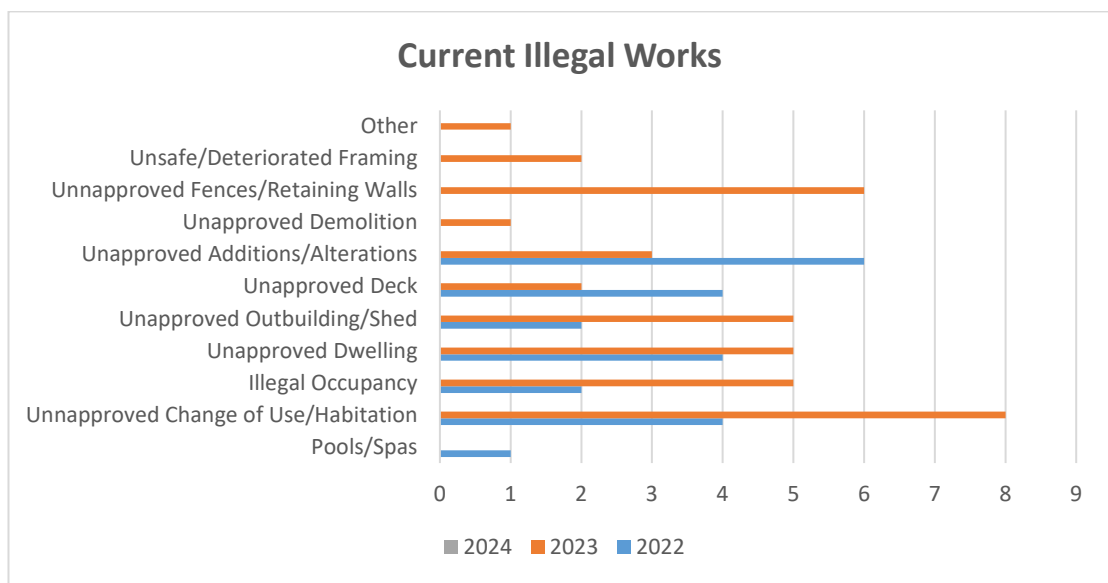




We often receive other incoming queries/complaints that do not require inspections that can be completed as they comply or are low risk work not requiring permits.

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

Building Notices issued:	3
Building Order issued:	3
Building Order (Including Notices) revoked:	0
Infringement Notices issued:	0
Emergency Order issued:	0
Planning Show Cause Letter Sent:	5

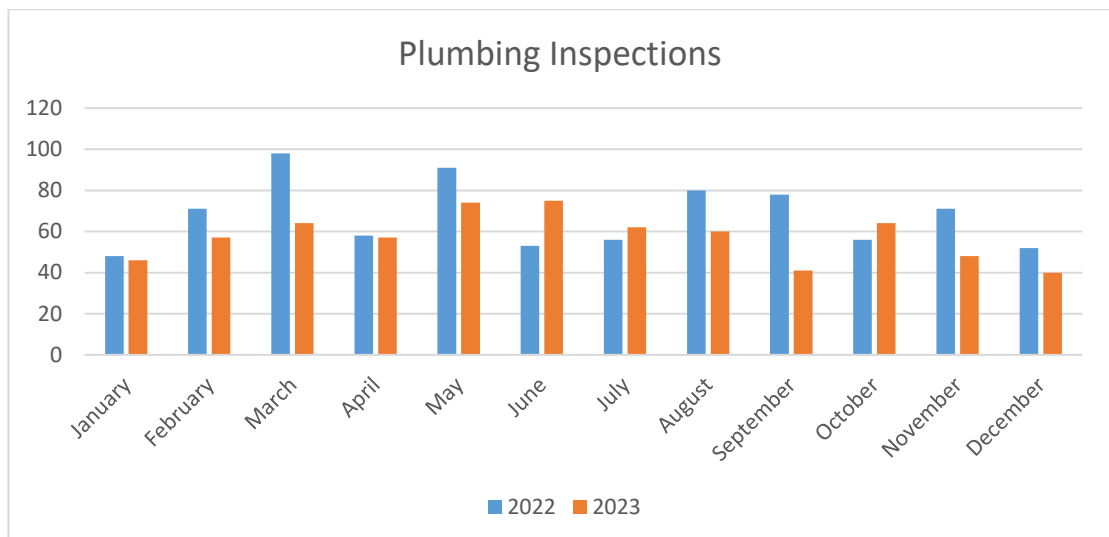
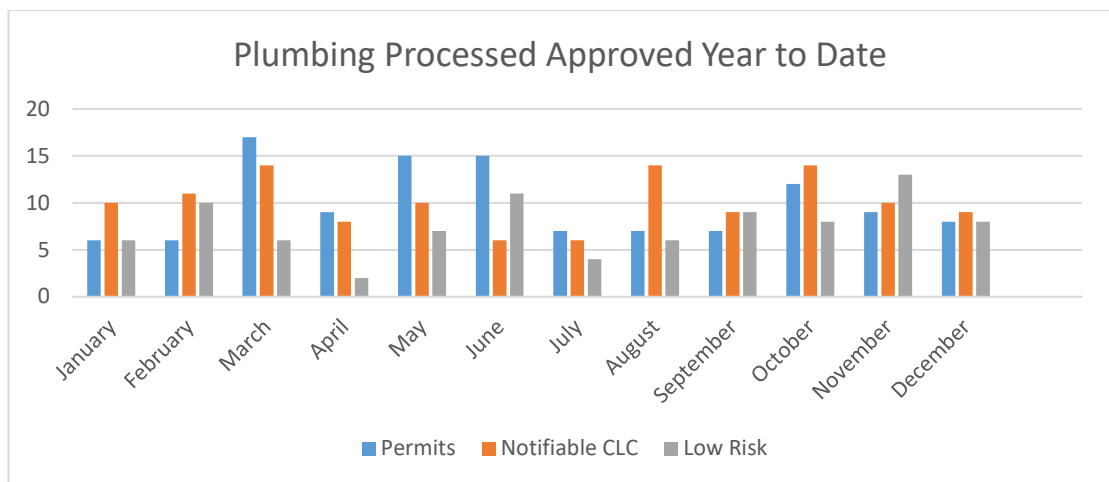


## PLUMBING

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

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

- 8 Permits
- 9 Notifiable
- 8 Low Risk



In December 40 plumbing inspections were conducted for new and existing plumbing works. These works are current Plumbing Permits and Certificates of Likely Compliance.

Jacob Ford left his position as Plumbing Surveyor at the end of December, we thank him for all his hard work and excellent customer service.



Ross Young has been appointed in the role and comes to Council with extensive plumbing experience in Local and State Government.

## **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. An inspection was completed in December and works have not commenced. The Licensee has engaged a plumbing business to install a new wastewater treatment system, a design has been finalised and been sent to the Licensee at the end of December 2023.

Before work can commence a plumbing permit is required.

### ***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). Final subdivision plans were assessed to ensure compliance with permit conditions.

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

All Food businesses have renewed their registrations certificates and inspections are ongoing to ensure registration of food business is consistent with the Food Standards Code. 2 Food business safety assessments were conducted during December 2023. The EHO is continuing to work with Registered Food businesses in Sorell municipality to introduce the Food Safety Supervisor requirements. Follow up inspections will be required to improve food safety culture and education and ensure food business comply with Food safety Standards.

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

In accordance with the Tasmanian Drinking Water Quality Guidelines 2015 reporting and registrations of Private water suppliers and Water carriers progressing with inspections and compliance with Appendix A – ADWG Health Guideline Values: Microbiological and non-microbiological sampling.

Immunisation workshop held to discuss upcoming changes to school based immunisation program. Liaison with Indie and Sorell School contacts to set dates for Yr 7 and yr 10 vaccination program.



Place of Assembly application for a music festival at Nugent was issued by the EHO for an event on 30 December 2023 to 1 January 2024. Liaison with Sorell Police, Liquor licensing and assessment of noise, traffic, emergency, and risk management plans to ensure public health safety during the two-day festival.

Recreational water quality monitoring commenced with three officers performing a calibration exercise to ensure methodology is consistent with the A/NZS 5667.9:1998 Water quality sampling Guidance on sampling from marine waters. All samples have reported good water quality.

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

Assessment and issue of an EPN to a level 1 activity in Sorell. Inspections and conditions discussions with the owner to ensure best environmental practices are performed and met.

Noise and odour issues from the limited industrial area continues to be an ongoing issue. Noise monitoring was undertaken to investigate noise from a generator in Dodges Ferry. Waste dumping, trail bikes, roosters and offensive odour complaints were also received.

Enforcement action commenced in October 2023 for a land filling activity in Lewisham. The enforcement notices issued were not complied with and Council engaged a contractor to remove the tyres and fill, works commenced on 19 December 2023 and were completed on 22 December 2023.

Over 280 tyres were removed and taken to the Mornington Park Transfer station.

Approximately 40 truckloads of fill were removed from the protected zone under the Urban and Drainage Act and the area returned to its original state.



### ***Waste Management***

1. Southern Tasmanian Regional Waste Authority – officer group meeting
  - Cleanaway provided a monthly update on materials processed at the Material Recycling Facility (MRF), including data on recycling rates and commodity prices.
  - Included a presentation from Matt Eiszele of Cleanaway on works at the MRF at Derwent Park, including a new cardboard shed. Hours at the MRF have been extended to expand processing and be more convenient for customers. An additional 10 staff have been employed.
  - Matt also gave an update on materials commodity pricing, cardboard value has increased, but sea freight remains an issue. Cleanaway are working on educational materials for the community to; clarify how to recycle and what is and isn't recyclable and avoiding contamination.
  - MRA consulting are preparing a litter management plan for the Southern Region, member of STRWA participated in a workshop to provide information and feedback that will assist MRA finalise the plan.
2. Preparing tender documents for bulk greenwaste & hardwaste, intending to advertise at the end of January/early Feb and present to the March/April Council meeting.
3. Preparing FAQs for Councils website to provide residents with further information on waste management services.
4. Additional front lift bins and waste collections were provided at Recycling Centres in December. Whilst this did not prevent waste dumping and littering; it was considerably better than in previous years. Thanks to Veolia staff for their efforts during the busy Christmas new year period.

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

Several enquiries were received and one noise complaint from a generator associated with a food vendor was investigated.

### ***Shark Point Road Sewerage extension***

TasWater have approved the sewerage design, tenders received were higher than expected and none were accepted. Council is continuing discussions with TasWater to determine how the project can be progressed given their prior commitment to carrying out the works.

### ***Dodges Ferry School sewage lagoons***

TasWater conducted a stakeholder meeting regarding the new sewage treatment system for the school and Okines House in November 2023. The school is



expanding, and the existing lagoons are deteriorating and need to be decommissioned to enable to school to continue to service the community.

TasWater have indicated that they are committed to undertaking the project development and design and funding the implementation. Since this meeting, they have continued to develop the project and provided an update on the current estimated timeframes (below). Given the immediate demand for additional classroom capacity Council has advised these should be reviewed and reduced:

- Scope development and Planning Process (8/1/23 – 30/8/24)
- Engagement with stakeholders and planning support
- Council STP Planning approvals.
- Finalised Stakeholder review and community consultation
- Detailed Design and Cost estimation (2/09/24 – 30/05/25)
- Procure design consultant
- 50% stakeholder design review
- 100% stakeholder design review
- Prepare tender specifications
- Cost estimation
- Onsite disposal system construction (2/06/25 – 6/03/26)
- Procurement and contract award
- Construction
- Commissioning

## COMPLIANCE

Infringements issued for Nuisance Dogs (including Dog at large and unregistered dogs)	5
Infringement issued for Taking a Dog into a restricted area	4
Reported Dog attacks on livestock or other Dogs	4
Reported Dog attacks on people	1
Dogs impounded	7
Nuisance created by animals including dogs (Noise/Odour)	7
Parking infringements/Cautions	
Fire Hazard Abatement notices issued	14
Door knocks Properties visited for unregistered dogs	0
New Dog Registrations as a result of door knocks	0
Dog Abatement Notice/infringement Notice (currently being appealed to the Magistrates court)	2
Infringement issued By-Laws	1

## Dogs

Council officers have patrolled the beaches weekdays and conducted a Sunday patrol enforcing current restrictions on beaches.



### Planning Compliance

6 Complaints were received and investigated, these included:

- Erection of illegal signage on Council land and the operation of a business in a residential area.

### Parking

Compliance staff dealt with a large number of minor traffic parking offences which included parking on footpaths and exceeding time restrictions outside local businesses.

### Compliance Enforcement

The Senior Compliance Officer arranged and co-ordinated contractors involved with the clean-up of Townsends Lagoon.

## 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:

- Parnella Road, Dodges Ferry - Kerb and stormwater upgrade for road sheet flow control.
- Whitlam Court, Lewisham – Stormwater
- Shamrock Court, Carlton – Stormwater Outfall remediation - Design commenced (internal).
- Junction Street, Dodges Ferry – Footpath renewal - Design commenced (internal).
- Lewisham Scenic Drive, Lewisham – Footpath renewal (Hurst to Mary)
- Seventh Avenue – Major SW upgrade, received first draft of the design drawings.

Capital Works construction projects within the procurement process.

- Tamarix Road, Primrose Sands – new gravel path – internal design complete. Contractor to be awarded in early Jan 2024.
- Bay Road, Marion Bay – Road reconstruction and associated stormwater upgrade – agenda item / recommendation will go to Jan 2024 meeting.
- Marion Bay Road, Bream Creek– Emergency Reconstruction is currently out for tender.
- Primrose Sands Road and Grevillea Street Reconstruction, Primrose Sands is currently out for tender.



#### Capital Works Under Active Construction:

- Pawleena Road Reconstruction – Stage 2– C-22-T-007 – Road sealed with final coat complete.
- Nugent Road Reconstruction, Nugent – C-23-T-004 – works have concluded.
- Lewisham scenic drive (Gregory St to Mary St) Footpath renewal – contractor has commenced.

### CAPITAL WORKS - LAND IMPROVEMENTS AND BUILDINGS

#### Footpaths

- Red Ochre Beach Access – No Change
- Sorell Streetscape
  - Stage 3 (Fitzroy St to Sommerville St) works to commence shortly the sections chosen will be to minimise disturbance on the busier retail outlets.
  - Working on Stage 4 design.
  - New seating has arrived and the installation in Gordon St has commenced.
  - New bin surrounds and planter boxes are expected to arrive in the New Year.

#### Vulnerable Road User Program

- Gate Five Rd – No change

#### Pembroke Park – BMX Bike Track

- Various components:
  - Currently waiting Fence quote.
  - Due to Christmas and New Year Break, additional temporary site fencing has been installed.
  - Start mound slab and asphalt application completed. And a final polymer surface to the straights expected to be applied in early February.

### BUILDINGS

#### Train Shed - No Change

- The drawing pack has been produced by the architect and is currently being reviewed by the building surveyor for compliance, once approval has been given the drawings will be sent to Heritage Tasmania for their approval.

#### Southeast Jobs Hub – No Change

- Architect and consultants brief for design has been prepared and has been sent out for quotes.
- Design quote requests close on 12<sup>th</sup> January 2024.





#### Sorell Function Centre

- No change - Cost estimate has been reviewed, comment made and forwarded to GM.

#### Southeast Stadium

- Has been now been capitalised in Q2.
- No Change - Ongoing correspondence between Council, VOS and building surveyor regarding the leaking hydrant line and we note:
  - VOS has engaged their plumber to test the hydrant mains with the result showing a major leak is present.
  - The plumber is returning on 6<sup>th</sup> December to continue searching for the leak with Archers using their leak detection technology.

#### Sorell Memorial Hall

- No change - Upcoming meeting with stakeholders to discuss user requirements, in the new year. Basically, having less budget than required means that adjustments need to be made such as utilising existing facilities where possible with potential renovations e.g. New carpet, air conditioning etc.

#### ASSETS, GIS & ICT UPDATES

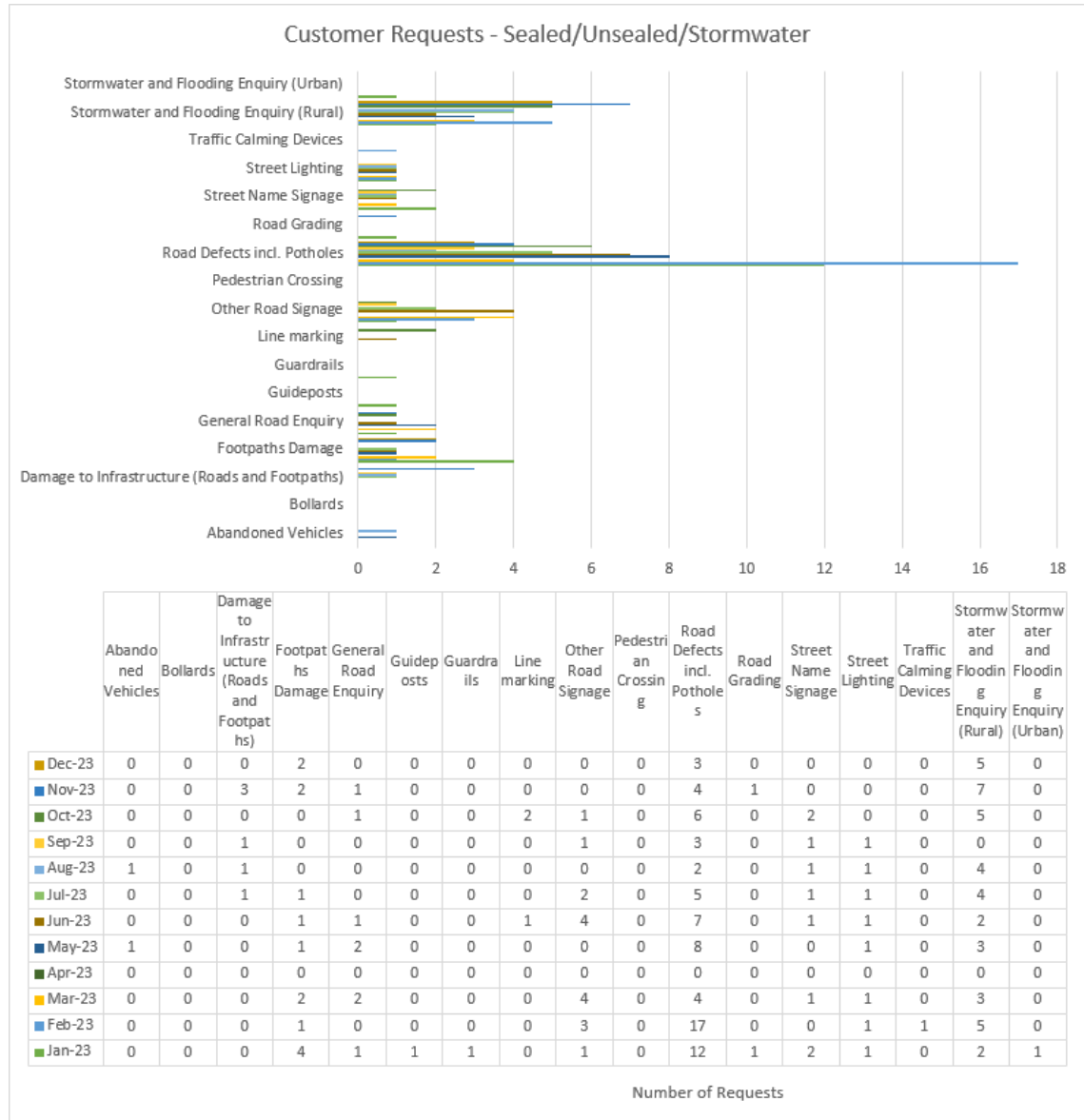
- Senior Project Manager – Transport and Stormwater commences Jan 15<sup>th</sup>.
- Deflection testing for Brinktop Road and Penna Road, currently being analysed and a treatment proposal for 24/25 capital program.
- Asset strategy is currently being updated. A Draft Asset Policy has been written and will go to Audit panel alongside the finished draft Asset Strategy.
- Q2 Capitalisation processes completed.



## 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

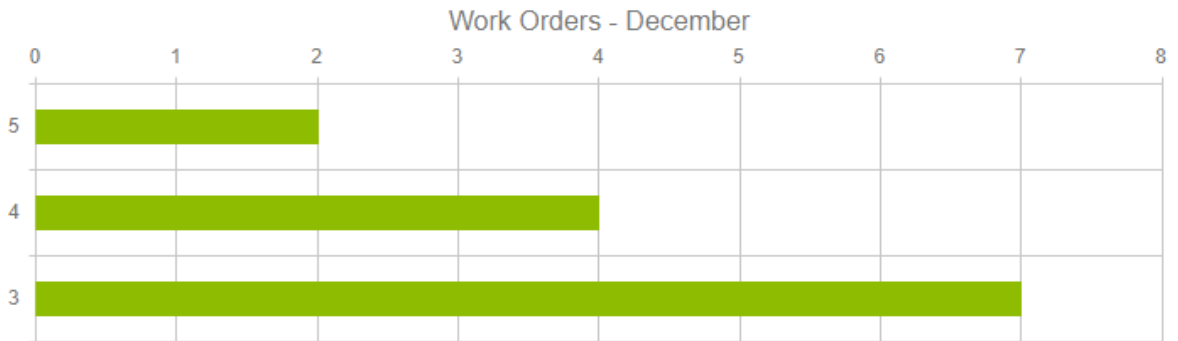


### Road Maintenance and Repairs

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

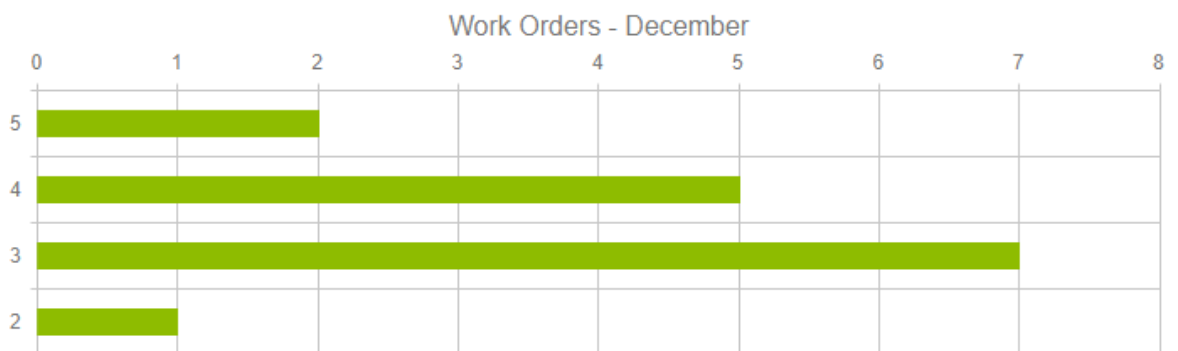


- Grading on Kellevie Road, Bream Creek Road, Bay Road, Marion Bay Road, and White Hill Road.
- Top up gravel on Wiggins Road.
- Potholes on Shark Point Road, Heatherbell Road, and Alomes Road.
- Realign drain on Nugent Road.

Road inspections carried out

- Major Unsealed Roads.

### Sealed Road Crew



- Blocked Culvert on Nugent Road.
- Linemarking on Dubs and Co Drive, Lewisham Scenic Drive, and Tiger Head Road.

Road inspections carried out

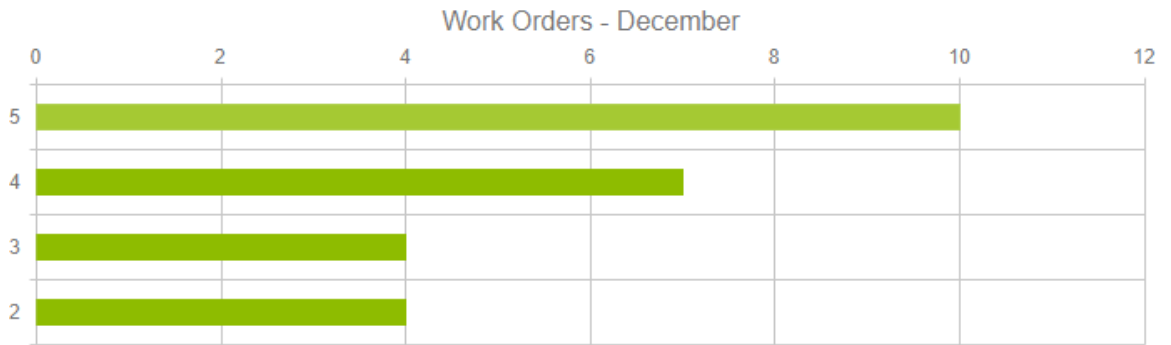
- Major Roads

Roadside Furniture

- Signs/Guideposts on Tamarix Road, Connellys Marsh Road, Main Road, Casuarina Close, Penna Road, Signal Hill Road, Shark Point Road, Parsonage Place, and Brinktop Road.
- Footpath Repairs on Station Lane.



### Stormwater Crew



- Clean drains at Primrose Sands Road, Susans Bay Road, Church Street East, Constance Street, Florence Street, North Street, Penna Road, Grierson Drive, and Valleyfield Road.
- Repair Kerb on Devenish Drive, and Nash Street.
- Repair Drain on Boobyalla Street, and Imlay Street.
- Clean Headwall on Lourah Street.
- Flush Culverts/Pits on Marshton Lane.
- Outfall on Esplanade, Esplanade West, Grevillea Street, Bay Street, and Tamarix Road.
- Repair Pump Station on Nerine Street.
- Pump GPT in Pembroke Park.
- GPT Inspections Zone 1.
- Outfall Inspections Zone 1.
- Routing inspections Zone 2 and Zone 3.

## 10.8 FACILITIES AND RECREATION – SONIA PULLEN, MANAGER

### Meetings Attended:

- Leadership Team Meeting.
- Capital Works Meeting.
- Various onsite meetings with contractors and staff.
- Multiple onsite Meeting with SBLC and contractors.
- Southern Municipal Coordinators Liaison Group Meeting (Host).
- South East Complex User Group Meeting.
- Met with CEO Football Tasmania.
- Met with Australian Police and Emergency Services Games Co-Ordinators.

### South East Stadium:

- Facility inductions to key users of the stadium.
- Promotion of the stadium beyond South East region to increase utilisation.
- Communication to all facility users provided.
- Various meetings regarding Stadium & Community Facilities.

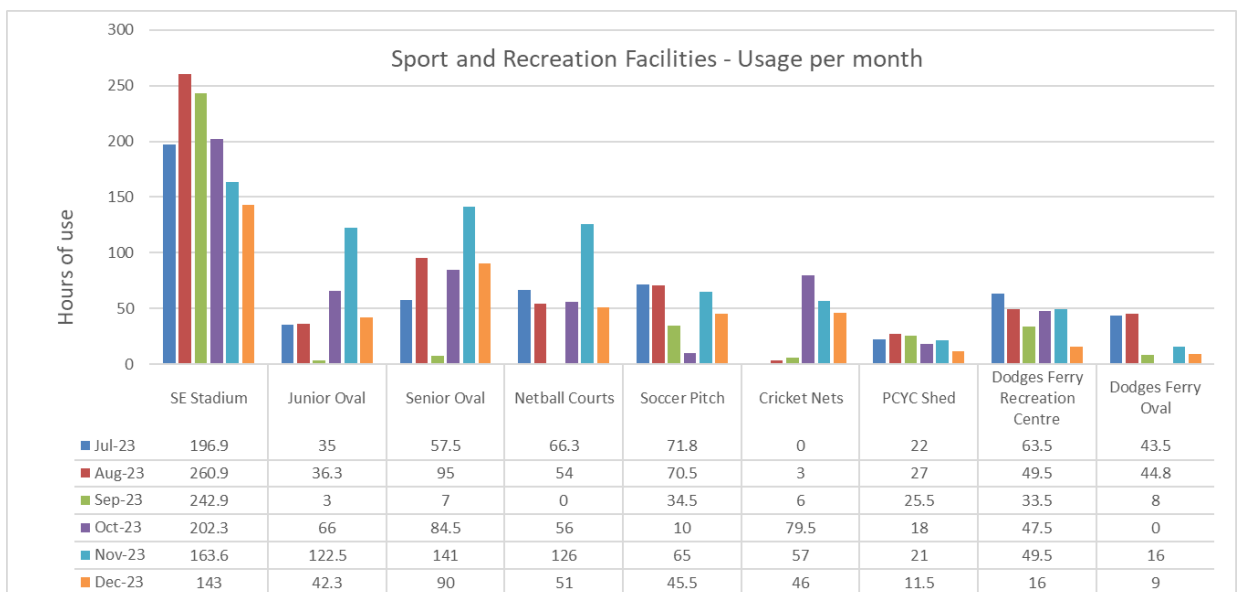
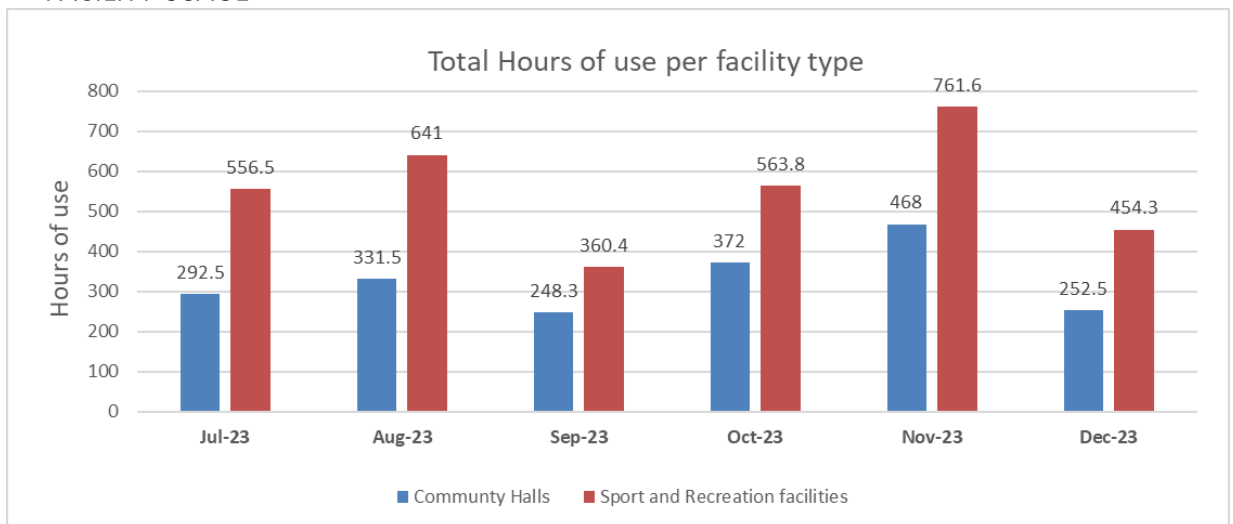


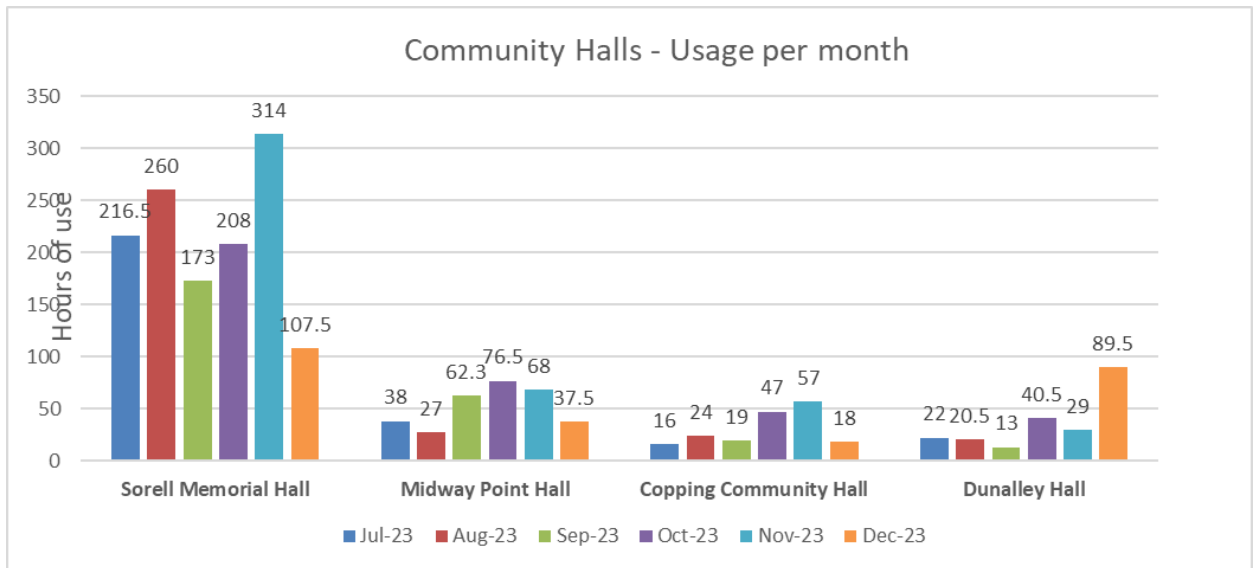
- Ongoing liaison with Project Engineer and suppliers on various matters regarding defect corrections.
- Ongoing liaison with local clubs and other future users of the stadium.

#### Activities:

- South East Netball Association
- South East Basketball Association
- South East United Football Club
- Basketball Tasmania
- South East United Football - Futsal
- St Johns Catholic School
- Individual hire

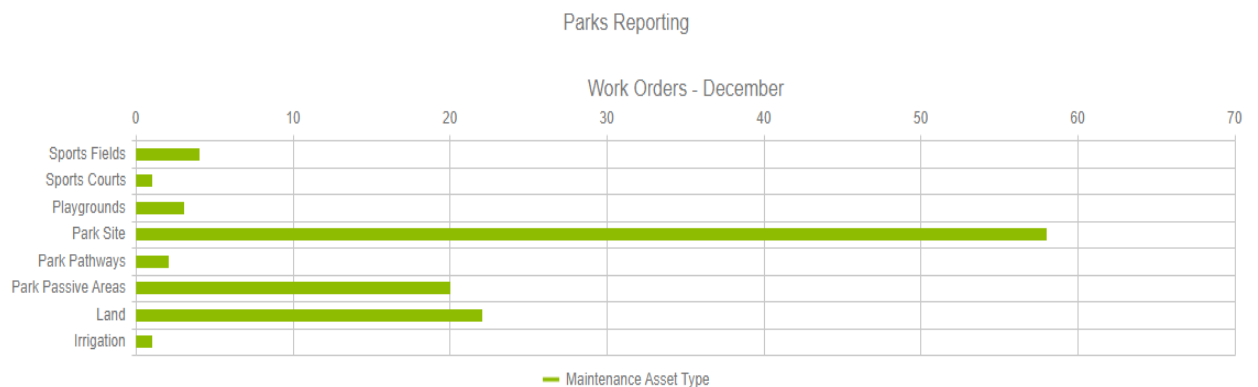
#### FACILITY USAGE





### LAND IMPROVEMENTS

- Tree work – Various locations.
- Ongoing mowing and maintenance for Parks, Reserves and Walkways.
- CRM's.
- Finished Roadside Spraying.
- Polaris Spraying.
- Soft fall all parks.



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

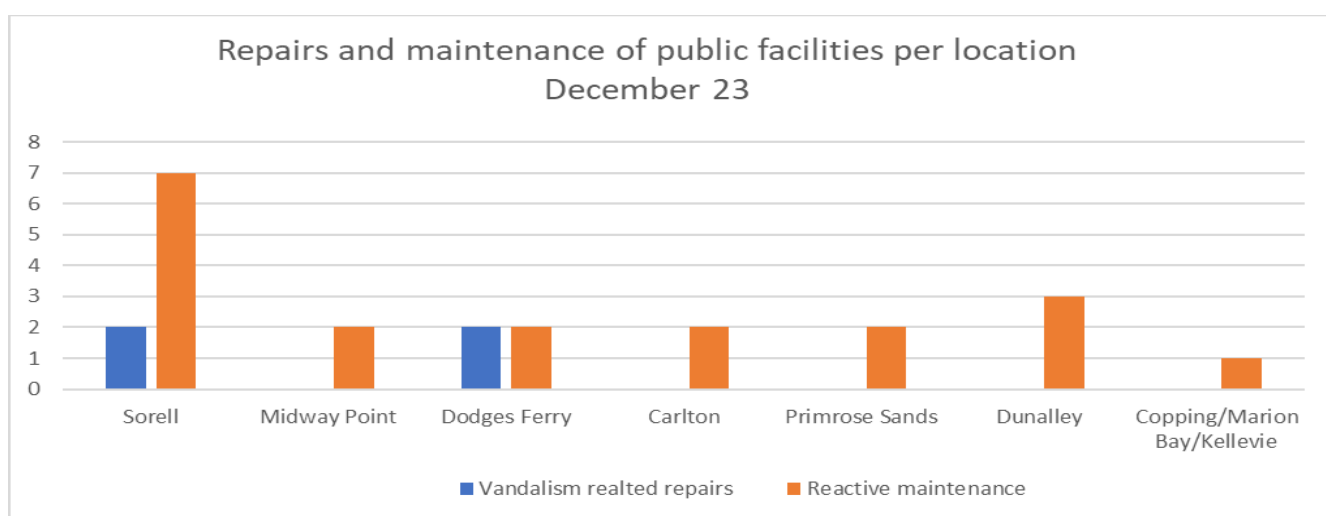
### FACILITY MAINTENANCE

All Buildings - general maintenance requirements as per form 46.



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

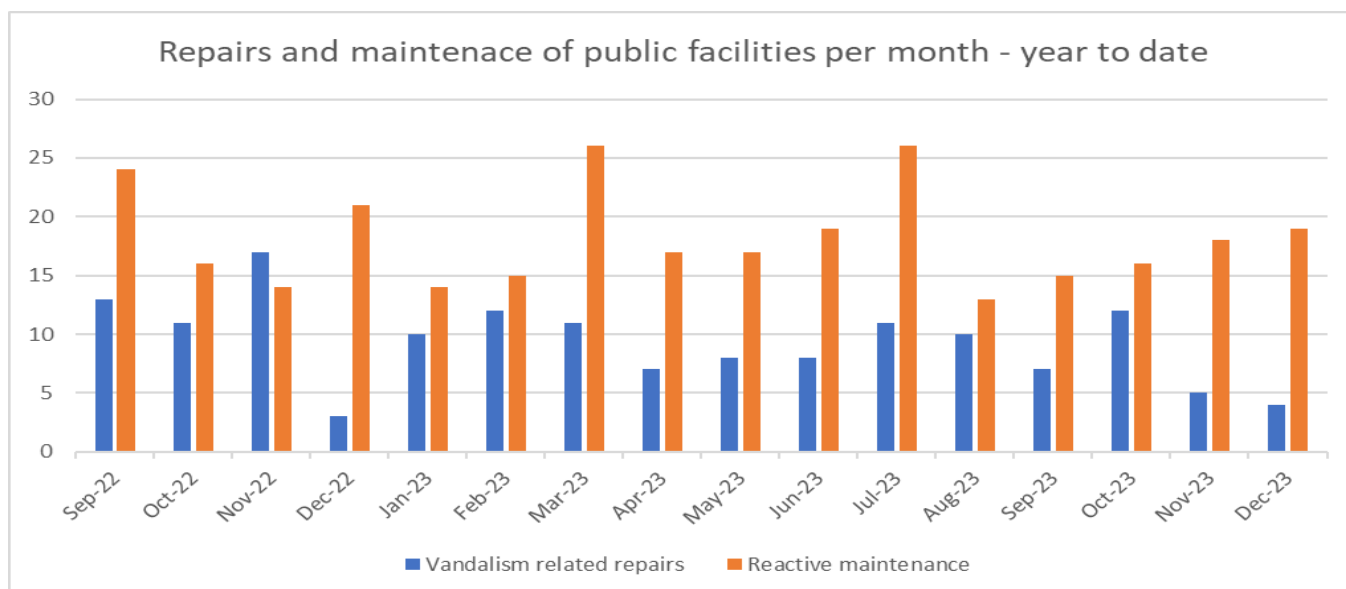
Vandalism events per location - Dec 23		
Location	Vandalism related repairs	Reactive maintenance
Sorell	2	7
Midway Point	0	2
Dodges Ferry	2	2
Carlton	0	2
Primrose Sands	0	2
Dunalley	0	3
Copping/Marion Bay/Kellevie	0	1



Overall vandalism events per month by month	Overall vandalism events per month by month	
Month	Vandalism related repairs	Reactive maintenance
Jul-22	10	29
Aug-22	19	17
Sep-22	13	24
Oct-22	11	16
Nov-22	17	14
Dec-22	3	21
Jan-23	10	14
Feb-23	12	15
Mar-23	11	26
Apr-23	7	17
May-23	8	17
Jun-23	8	19
Jul-23	11	26



Aug-23	10	13
Sep-23	7	15
Oct-23	12	16
Nov-23	5	18
Dec-23	4	19



## 11.0 PETITIONS

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

Previous petitions received 2023-2024		
Petition	Tabled at Council Meeting	Status
Withdrawal of the Blue Lagoon Draft Management Plan	18 July 2023	Council laid on the table for further consultancy on review and investigate options for stormwater management at Blue Lagoon. Variation to the operating budget approved at August Council meeting.





## 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 5<sup>th</sup> and 12<sup>th</sup> December 2023 be noted.”



## 13.0 GOVERNANCE

### 13.1 MOTION PASSED AT THE COUNCIL ANNUAL GENERAL MEETING REGARDING BONESEED IN THE MUNICIPALITY

#### RECOMMENDATION

“That Council use any means available to remove boneseed in my area and the municipality more broadly.”

#### INTRODUCTION

Diedre Biggar moved a motion for Council to use any means available to remove boneseed from the Dodges Ferry area and the municipality more broadly. The motion was seconded with all electors present voting in favour of the motion.

#### GENERAL MANAGER’S COMMENT

Council acknowledges the significant environmental challenge posed by Boneseed. Boneseed is a declared weed under the *Biosecurity Regulation 2019* and recognised as a Weed of National Significance. The infestation of Boneseed is not only widespread throughout the municipality, particularly in coastal areas, but also poses a serious threat to the local ecosystem. Its capacity to produce prolific seeds, which can germinate in a wide range of soils with a high success rate, has led to a significant spread. These seeds are easily transported by birds, wind, water, and other animals, making containment a complex task. The weed sees no boundary, thereby escalating the problem beyond individual properties and into the broader municipality.

#### Council's Actions

1. Strategic approach for Control: The Council is progressing towards effective management of Boneseed via a strategic approach. Last year marks the start of preparing Reserve Management Plans for five reserves, providing a framework for managing weeds, including Boneseed. As part of the CERMP project, Council has been working with property owners and the Crown in the highly significant ecological area of the Carlton estuary by preparing a management plan.
2. Active Spraying: There is ongoing spraying in roadside and road reserves to curb the spread of Boneseed. This is a yearly event and where there is significant infestation, we contract a specialist to eradicate from the area by manual removal.
3. Public Awareness Campaigns: The Council leverages its social media platforms, website, newsletters, and other communication channels to educate and make



local landowners aware of their responsibility to control and eradicate Boneseed from their properties.

4. Collaboration with PWS: The Council is in constant communication with Parks and Wildlife Service (PWS) to manage Boneseed infestations on Crown properties.

5. Community Engagement: Recognising the power of community, Council supports local groups in their efforts to combat Boneseed, assisting in working bees and other initiatives.

The Council acknowledges that the challenge of managing Boneseed extends beyond the municipality's boundaries. Boneseed's ability to spread indiscriminately requires an integrated approach involving local landowners, community groups, and Government agencies.

#### The Road Ahead

Understanding that managing Boneseed requires a strategic and long-term approach, Council has developed a comprehensive weed strategy. Currently in its draft stage and pending further consultation, this strategy will provide a pathway for weed management within the municipality. This strategic plan is not just a response to the current situation but a proactive measure to safeguard the municipality's environment for future generations.



## 13.2 MOTION PASSED AT THE COUNCIL ANNUAL GENERAL MEETING REGARDING AIR SERVICES AUSTRALIA FLIGHT PATHS

### RECOMMENDATION

"That Council;

1. Supply a copy of questions / answers put to Air Services Australia by Council on 17th October and supply the date on which those questions were answered.
2. As Council has a duty of care re: noise we ask that you request Air Services Australia to alleviate the current situation and install one of the 2 viable alternatives that have been deemed both feasible and safe by Air Services. Copies of this correspondence be supplied to ratepayers as / when requested.
3. Pursue the issue of obtaining acceptable noise abatement with Air Services on behalf of residents directly affected by RW30 Flight Path and provide copies of all correspondence to ratepayers affected or as requested.
4. All community meetings organised by Air Services be attended by a Councillor/s.
5. If Air Services continues to act recklessly and without due regard to affected residents then Council, if and when requested by affected residents, approach the Air Noise Ombudsman on their behalf."

### INTRODUCTION

Sharon Fotheringham moved a motion regarding Air Services Australia, in particular questions regarding the Runway 30 flight path and its impact on the residents of the Southern Beaches area. A printed copy of the Motion in detail was provided and is attached below.

Motion to Sorell Council AGM on Tuesday 12/12/23:

I would like a copy of the questions Council put to Air Services on 17th October in regard to Runway 30 Flight Path that directly affects approx. 8000 residents residing in Forcett, Carlton River, Primrose Sands and Dodges Ferry. I am also requesting a copy of Air Services response to those questions and the date on which the response was received.

I am requesting the Sorell Council write to Air Services Australia in regard to **relocating** Runway 30 Flight Path to one of the **2 alternate paths** currently considered feasible by Air Services and that includes the safety aspect, where residents, or very minimal residents are affected, and away from the current path which has **direct negative impacts to approximately 8000 residents** – some impacts being sleep deprivation, mental and physical problems due to extreme noise of between 70 – 90 dB, pollution discharge from planes affecting the quality of our tank water, property devaluation and loss of privacy.

We, your ratepayers, are being affected by these negative **impacts daily from 18 – 22 hours** and have been informed there will be no future curfew imposed at Hobart Airport. This extreme situation will only get worse. **Council has a Duty of Care** to us, the ratepayers, particularly in regard to alleviating and preventing current and future noise deprivation where currently acceptable and viable alternatives are available.

I also require, as part of this motion, that all correspondence between Air Services and the Sorell Council be made available to residents. That any meetings organized as “community consultations” be attended by a Councillor/s.

Also, that Council ascertain on behalf of ratepayers, what Air Services is doing in regard to “**noise abatement**” for those residents **directly affected** by Runway 30 Flight Path and obtain a definite date as to when a community consultation will be organized in regard to this issue and when a noise abatement policy will be introduced.

Further, as part of this motion, if Air Services continues to dismiss viable options and treats your Council ratepayers with total disregard as it has done for the past 7 years I request that Council address these issues with the Air Noise Ombudsman on our behalf.

Summary of Motion/:

1. Supply a copy of questions/answers put to AS Australia by the Council on 17<sup>th</sup> October and supply the date on which those questions were answered.
2. As Council has a Duty of Care re noise we ask that you request AS to alleviate the current situation and install one of the 2 viable alternatives that have been deemed both feasible and safe by AS. Copies of this correspondence be supplied to ratepayers as/when requested.
3. Pursue the issue of obtaining acceptable noise abatement with AS on behalf of residents directly affected by RW30 Flight Path and provide copies of all correspondence to ratepayers affected or as requested.



3. Pursue the issue of obtaining acceptable noise abatement with AS on behalf of residents directly affected by RW 30 Flight Path and provide copies of all correspondence to ratepayers affected or as requested.
4. All community meetings organized by Air Services be attended by a Counsellor/s.
5. If AS continues to act recklessly and without due regard to affected residents then Council, if and when requested by affected residents, approach the Air Noise Ombudsman on their behalf

## GENERAL MANAGER'S COMMENT

1. Refer to Table 1 below.
2. Subsequent to the Council Briefing with ASA on 17 October 2023, they have released an update on their website

<https://engage.airservicesaustralia.com/hobart-community> (copy set out as Table 2.)

This references further investigation and community engagement will take place in early 2024 on Package 2 (which relates to the two alternative paths and moving path further east).

3. Refer to previous response as Airservices has committed to further community engagement on NAP in early 2024.
4. Noted.
5. Noted.

**Table 1: ASA responses to questions raised at Council Briefing held on 17 October 2023 (received 29<sup>th</sup> November 2023)**

Q1:	<i>Why, in their online survey about proposed noise-sharing time slots, did Airservices Australia (ASA) give equal consideration to responses from individuals living a significant distance from the Runway 30 RNP-AR flight path as they did to those directly impacted by the noise under the current flight paths in their decision to discontinue the noise-sharing trial?</i>
Response:	<i>Airservices provides the opportunity for all community members to participate in consultation on airspace and flight path changes including their use in Noise Abatement Procedures (NAPs) that may affect them. The members of the community who participated in the NAP trial survey have expressed their individual views as to how the noise might be shared on the existing flight paths and we recognise that members of the community may experience noise in a unique way and should have opportunity to share their lived experience including how they perceive these impacts on their lives. It is not appropriate</i>



	<i>for Airservices to discount a community members lived experience based on distance alone and therefore we did not limit the opportunity to respond to the NAPs Trial survey.</i>
Q2:	<i>Can ASA explain the logic they used when they moved the arrivals path from Dunalley to Carlton/Carlton River/Primrose Sands, affecting 365+ households with aircraft at 2,500'. Why didn't ASA place the RNP-AR track two to three kilometres east of Carlton/Carlton River/Primrose Sands in the first instance, where only 15 households would be affected with aircraft at 4,000'?</i>
Response:	<ul style="list-style-type: none"> <li>• The previous airspace design relied on an older form of navigation using the Very High Frequency Omirange Station (VOR). As traffic levels increase, the standardisation of flight paths is a key safety measure which reduces complexity for pilots and air traffic controllers. These changes build separation standards into the airspace design for departing and arriving aircraft and enable pilots to improve fuel management and reduce emissions with the use on board systems.</li> <li>• Standard Instrument Arrival Routes (STARs) and Standard Instrument Departures (SIDs) were implemented to improve safety and predictability of aircraft movements to and from Hobart Airport.</li> <li>• Following the initial airspace change in 2017 and the subsequent ANO investigation which initiated the Hobart Airspace Design Review, there has been extensive consultation completed with the Hobart community for the flight paths that were implemented in November 2019.</li> <li>• The "Previous Documents" section of the Hobart Airspace Design Review Engage Airservices page, located on the bottom right of the page, provides the relevant historical information see <a href="https://engage.airservicesaustralia.com/46094/widgets/319381/documents/229280">Hobart Airspace Design Review   Engage Airservices (airservicesaustralia.com)</a>.</li> <li>• The Post Implementation Review (PIR) of the airspace design completed in April 2022 reviewed a number of suggested improvements and options including reverting to the previous way of managing air traffic. One concept was to move the RNP-AR 2-3km to the east of its current location. Detailed assessment of the proposed flight path is underway to ascertain if the change can be implemented. Prior to implementation, community engagement will need to be undertaken prior to any change. See the Hobart PIR final report (<a href="https://engage.airservicesaustralia.com/46094/widgets/319381/documents/229280">https://engage.airservicesaustralia.com/46094/widgets/319381/documents/229280</a>) for more details on the suggested improvement.</li> </ul>
Q3.	<i>Considering Hobart Airport's projected 40% increase in flight arrivals, why did ASA choose to concentrate flights in a narrow corridor at 2,500' over residential areas?</i>
Response:	<p>Airservices is responsible for separating aircraft from each other regardless of the growth of aviation and safety is always our first priority.</p> <p>We work to minimise the impacts of aviation on the environment and communities, wherever practicable, however, we are not able to guarantee any individual, community, public building or residential dwelling exemption from aircraft overflight. The current airspace design and location of flight paths provides strategic separation between arrivals and departures.</p> <p>Our PIR process provides an opportunity for community and industry to make suggestions for potential improvements which may be implemented if they are found to be safe, efficient, environmentally responsible and are subject to community engagement and feedback.</p>



Q4:	<i>Why is ASA so hesitant to relocate the Runway 30 RNP-AR flight path further east, given the ICAO's allowance for steeper final banking turns, to minimise impact on populated areas without significantly affecting flight times and carbon emissions? Can we trust them to give serious consideration to community suggestions of relocation or will they use this as another delaying tactic?</i>
Response:	<i>The PIR of the airspace design completed in April 2022 reviewed a number of suggested improvements and options including the suggestion to move the RNP-AR 2-3km to the east of its current location. Detailed assessment of the proposed flight path is underway to ascertain if the change can be implemented. Prior to implementation, community engagement will need to be undertaken prior to any change.</i>
Q5:	<i>Given the Aircraft Noise Ombudsman's observation that ASA frequently prioritises industry interests over community interests, is this indicative of state capture by commercial airline operators?</i>
Response:	<i>After safety, Airservices seeks to strike a balance between several factors such as community, environment and efficiency. In many instances this results in a trade off or interdependency between these factors. Section 13 of the PIR shows the industry requested improvements which would significantly improve the efficiency, fuel burn and CO2 of current operations. Section 15 shows the recommended actions including community suggested improvements. We are progressing with these and will seek to find the best overall solution to the operation of Hobart's airspace.</i>

**Table 2: Airservices update on website dated 27 November 2023**

[Review of Runway 30 NAP trial assessment outcome](#)

In August we published our decision to not proceed with the proposed Noise Abatement Procedure (NAP) trial for Runway 30 at Hobart Airport. The Aircraft Noise Ombudsman (ANO) reviewed this decision and has since requested that Airservices Australia reconsider this outcome.

Airservices' Chief Executive Officer completed a review of the decision, and he has requested that further work be completed to determine if the NAP trial should be implemented.

This work includes:

- additional engagement with community and industry on the operational requirements and exemptions to the NAP, along with the success criteria that would be applied to the NAP trial, should it be implemented
- assessment of the safety and operational factors to be considered should a NAP trial be implemented, including determining if the risks are acceptable following applicable mitigations.

The safety assessment work will be undertaken in parallel to industry engagement. We will then engage with the community on the outcomes.





We anticipate engaging with the Hobart community in early 2024.

Work is currently underway on the recommended actions in Package 2. We expect to commence engagement with the Hobart community on these proposals at the same time as the above.

Package 2: Commencing Q1/Q2 2023

Airservices is jointly considering all the recommended actions that require further airspace design, and associated assessments, to ensure a rigorous process for the consideration of any changes. These proposals are:

*Recommended action 4: Airservices will undertake further assessment of the community suggested change of moving the RWY30 RNP-AR STAR 2-3km to the east.*

*Recommended action 6: Airservices will undertake further investigation of the community suggested flight path change to move RWY30 arrivals to the east coast (over water) to determine an appropriate STAR starting waypoint and validate the track miles assessment.*

*Recommended action 7: Airservices will undertake further assessment of a suggested new RWY30 departure route (alternative 2) to New Zealand.*

*Recommended action 8: Airservices will undertake further assessment of a suggested new RWY12 departure route (alternative 2) to New Zealand.*

*Recommended action 9: Airservices will undertake further assessment of a suggested new RWY12 arrival route (alternative 1) from New Zealand.*

*Recommended action 10: Airservices will undertake further assessment of a suggested new RWY30 arrival route (alternative 1) from New Zealand.*

### 13.3 SAFEGUARDING CHILDREN & YOUNG PEOPLE POLICY

#### RECOMMENDATION

“That Council resolve to endorse the Safeguarding Children & Young People Policy.”

#### Introduction

The Safeguarding Children and Young People Policy outlines Council’s commitment to the safety and wellbeing of children and young people within our community and details how Council will ensure compliance with The Child and Youth Safe Organisations Act 2023 (Tas), Tasmanian Child and Youth Safe Standards and The Reportable Conduct Scheme.

#### Strategic Plan

- 2. To Ensure a Liveable & Inclusive Community
- 4. Increased Community Confidence in Council

#### Operational Plan

NIL

#### Policy

NIL

#### Asset Management Implications

NIL

#### Risk Management Implications

The policy ensures that Council is complying with its obligations under the Child and Youth Safe Organisations Act 2023 (Tas), ensuring child safe practices are in place and compliance with the Tasmanian Child and Youth Safe Standards and the Reportable Conduct Scheme.

#### Community Implications

This policy demonstrates to the community Council’s commitment to the safety and wellbeing of children and young people within our community.



## Report

Council is committed to the safety of child and young people and is legally required to comply with the Child and Youth Safe Organisations Framework, which aims to protect children from abuse and harm.

The Tasmanian Child and Youth Safe Standards (the Standards) outline how an organisation can develop a culture with child safety and wellbeing at its centre. The Standards contribute to preventing abuse and harm. They require organisations to meet a benchmark which ensures children and young people's rights to safety and wellbeing are respected and upheld.

Tasmania's 10 Child and Youth Safe Standards mirror the National Principles for Child Safe Organisations which emerged from the work of the Royal Commission into Institutional Responses to Child Sexual Abuse.

The Reportable Conduct Scheme (the Scheme) aligns closely with the Standards. The Scheme aims to improve how organisations respond to allegations of certain types of misconduct involving children/young people, committed by their workers and volunteers.

The Scheme imposes legal obligations on the General Manager as head of the organisation to have systems in place to prevent child abuse, and if child abuse is alleged, to ensure allegations are brought to the attention of the appropriate persons for investigation and response, within the required timeframes.

The Royal Commission into Institutional Responses to Child Sexual Abuse defined a role for Local Government under Recommendation 6.12 which states:

*"With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following functions:*

- a) developing child safe messages in local government venues, grounds and facilities*
- b) assisting local institutions to access online child safe resources*
- c) providing child safety information and support to local institutions on a needs basis*
- d) supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds."*

In developing this policy Council has been working with LGAT to understand how to best implement recommendation 6.12 in the context of the legislation and our limited resourcing.



LGAT continues to advocate to the national and state government for more support to local governments. Without additional support, Recommendation 6.12 is not something Council can currently fully embrace with our current resourcing. Sorell Council acknowledges it has a leadership role in our community to support relevant organisations to be child safe and promote child safe practices, and will work towards the functions of Recommendation 6.12 where possible.

The Safeguarding Children and Young People Policy is presented to Council for endorsement.

**JESS HINCHEN**  
**DIRECTOR PEOPLE & PERFORMANCE**  
Date: 09 January 2024  
Attachments (11)





# SAFEGUARDING CHILDREN & YOUNG PEOPLE POLICY

TITLE	SAFEGUARDING CHILDREN AND YOUNG PEOPLE POLICY
RESPONSIBLE PERSON	DIRECTOR PEOPLE AND PERFORMANCE
APPROVED BY COUNCIL	XX JANUARY 2024
RESOLUTION NO	XX/2024
AMENDED ON	
RESOLUTION NO	
REVIEW DATE	16 JANUARY 2025



## 1. POLICY STATEMENTS

- 1.1 The purpose of the policy is to define Sorell Council's commitment to creating and maintaining a Child Safe Organisation. This policy outlines Sorell Council's position and responsibilities toward the safeguarding of children and young people in our physical and online environments.

## 2. DEFINITIONS

- 2.1 **Abuse** means an act, or a failure to act, towards or on behalf of a child that may result in harm. It can occur on one occasion or multiple occasions. Sometimes the impact of multiple events leads to harm which becomes cumulative in nature. Types of abuse include physical, emotional and sexual abuse, and neglect.
- 2.2 **Child/Children/Young Person** means any person under 18 years of age as defined by Children, Young Persons and their Families Act 1997 (TAS).
- 2.3 **Child Safe** means, for this policy, protecting the rights of children and young people to be safe by taking actions which can help prevent harm and abuse.
- 2.4 **Child Safe Organisation** means as defined in the Royal Commission Final Report as an organisation which:
- 2.4.1 creates an environment where children's safety and wellbeing are at the centre of thought, values, and actions,
  - 2.4.2 places emphasis on genuine engagement with and valuing of children and young people,
  - 2.4.3 creates conditions which reduce the likelihood of harm to children and young people,
  - 2.4.4 creates conditions that increase the likelihood of identifying any harm, and
  - 2.4.5 responds to any concerns, disclosures, allegations, or suspicions of harm.

Note: in the context of local governments, this would involve referring concerns to the Independent Regulator and in the case of suspected criminal behaviour, then to TAS Police to respond as appropriate.

Implementation of the Child and Youth Safe Standards (which mirror the National Principles for Child Safe Organisations) give effect to the above.

- 2.5 **Child and Youth Safe Standards** means 10 standards which specific organisations in Tasmania (including Councils) must put into practice in an ongoing and simultaneous manner. These are defined under the legislation and mirror the National Principles for Child Safe Organisations.
- 2.6 **Contractor** means, in the scope of this policy, a person or company used by Council to provide services directly to children and young people, or where the contract's

activities will, or are likely to involve contact with children and young people which is a usual part of and more than incidental to, the services.

- 2.7 **Council facilities** means properties, buildings, and facilities including parks and sporting facilities owned and managed by Council including those used by the public or available for hire.
- 2.8 **Council Staff** means Sorell Council employees, volunteers, students on placement, contractors, consultants, elected representatives, and visitors, and anyone else who undertakes work on behalf of Sorell Council. This is regardless of their work related to children or young people.
- 2.9 **Harm** means any detrimental effect of a significant nature on the child's wellbeing, whether caused by a single act, omission or circumstance, or a series or combination of acts, omissions, or circumstances.
- 2.10 **Independent Regulator** means an independent oversight body which exists to help organisations understand how to comply with Tasmania's Child and Youth Safe Framework, provide guidance and advice, and monitor compliance.
- 2.11 **Reportable Conduct Scheme** means requiring leaders of specific organisations to notify the Independent Regulator when concerns are raised about conduct related to child abuse.
- 2.12 **Safeguarding** means taking the actions necessary to ensure children and young people feel safe and are safe. This also means if children or young people don't feel safe, steps are taken to restore their safety.
- 2.13 **Universal Principle** for Aboriginal Cultural Safety applies across all 10 Child and Youth Safe Standards and means the right of Aboriginal and Torres Strait Islander children and young people to Cultural Safety must be respected.
- 2.14 **Wellbeing** means the wellbeing of children and young people including the care, development, education, health and safety of children and young people.

### 3. OBJECTIVE

- 3.1 Council is committed to the safety of Child and Young People. We are legally required to comply with the Child and Youth Safe Organisations Framework, which aims to protect children from abuse and harm.

### 4. SCOPE

- 4.1 This policy applies to all Sorell Council employees and representatives including:
  - 4.1.1 Mayor and Councillors.
  - 4.1.2 Full-time, part-time, and casual employees.
  - 4.1.3 Permanent and temporary employees performing work for Council, including work experience students and trainees.



- 4.1.4 Temporary and casual individuals engaged through an agency.
- 4.1.5 Staff on secondment from another role or another Council.
- 4.1.6 Volunteers; and
- 4.1.7 Contractors, or consultants directly engaged/renumerated by Council.
- 4.2 This is irrespective of their involvement in child-related work. There are no exclusions to the application of this policy.

## 5. PROCEDURE (POLICY DETAIL)

- 5.1 Sorell Council will ensure the following functions of this policy are resourced and assigned to the relevant officers for implementation:
  - 5.1.1 Providing the necessary resource to prepare and implement policy and procedural changes required to comply with the Child Safe Standards. This work includes:
    - i. Developing a child safe code of conduct,
    - ii. Conducting risk assessments for Council services, programs, or facilities used by children and young people,
    - iii. Developing allegation and complaints handling procedures,
    - iv. Updating relevant HR policies and procedures,
    - v. Updates to contractor/supplier/procurement policy and procedures, and
    - vi. Documenting reporting and record keeping procedures related to this policy.
  - 5.1.2 Provide resources for staff awareness and training in relation to this policy.
  - 5.1.3 Developing a process to deliver child safe messages at Council venues, grounds, facilities, and events.
  - 5.1.4 Connecting and supporting local community groups, organisations, and stakeholders to child safe resources (including culturally safe and inclusive resources).

## 6. GUIDELINES

- 6.1 CHILD SAFE STANDARDS
  - 6.1.1 The Tasmanian Child and Youth Safe Standards (the Standards) outline how an organisation can develop a culture with child safety and wellbeing at its centre. The Standards contribute to preventing abuse



and harm. They require organisations to meet a benchmark which ensures children and young people's rights to safety and wellbeing are respected and upheld.

6.1.2 All 10 Child and Youth Safe Standards must be put into practice in accordance with a Universal principle for Aboriginal Cultural Safety. The Universal Principal says organisations must provide an environment ensuring the right to Cultural Safety of Aboriginal and Torres Strait Islander children is respected.

6.1.3 Tasmania's 10 Child and Youth Safe Standards mirror the National Principles for Child Safe Organisations which emerged from the work of the Royal Commission into Institutional Responses to Child Sexual Abuse.

6.1.4 The Standards are as follows:

**Standard 1: Child safety and wellbeing is embedded in organisational leadership, governance and culture.**

This means all people in the organisation care about children and young people's safety and wellbeing above everything else, and make sure they act that way and lead others to act that way.

**Standard 2: Children and young people are informed about their rights, participate in decisions affecting them and are taken seriously.**

This means children and young people are told about their human rights, have a say in decisions and are taken seriously.

**Standard 3: Families and communities are informed and involved in promoting child safety and wellbeing.**

This means families and communities know about and are involved in the organisation's child and safety and wellbeing activities.

**Standard 4: Equity is upheld and diverse needs respected in policy and practice.**

This means the rights of every child and young person are being met, and children and young people are treated with dignity, respect and fairness.

**Standard 5: People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.**

This means people working with children and young people are

safe to work with children and young people and respectful of them. They are taught how to keep children safe and well.

**Standard 6: Processes to respond to complaints and concerns are child focused.**

This means children, young people, families, staff and volunteers are listened to and can share problems and concerns.

**Standard 7: Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.**

This means staff and volunteers keep learning all the time so they know how to keep children and young people safe and well.

**Standard 8: Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.**

This means children and young people are safe in online and physical spaces.

**Standard 9: Implementation of the Child and Youth Safe Standards is regularly reviewed and improved.**

This means the organisation keeps reviewing and improving its child safety and wellbeing practices.

**Standard 10: Policies and procedures document how the organisation is safe for children and young people.**

This means organisation writes down how it keeps children and young people safe and well, and makes sure that everyone can see these documents.

## 6.2 REPORTABLE CONDUCT SCHEME

6.2.1 The Reportable Conduct Scheme (the Scheme) aligns closely with the Standards. The Scheme aims to improve how organisations respond to allegations of certain types of misconduct involving children/young people, committed by their workers and volunteers.

6.2.2 The Scheme imposes legal obligations on the General Manager as head of the organisation to have systems in place to prevent child abuse, and if child abuse is alleged, to ensure allegations are brought to the attention of the appropriate persons for investigation and response, within the required timeframes.

## 6 | SAFEGUARDING CHILDREN & YOUNG PEOPLE POLICY



- 6.2.3 Under the Scheme, reportable conduct is broader than suspected criminal behaviour, and includes:
- i. Sexual offences (against, with or in the presence of, a child),
  - ii. Sexual misconduct (against, with or in the presence of, a child),
  - iii. Physical violence (against, with or in the presence of, a child),
  - iv. Grooming of a child,
  - v. Behaviour which causes significant emotional or psychological harm; and
  - vi. Significant neglect,
  - vii. Relevant offences such as failing to report child abuse.

## 7. COMMUNICATION

### 7.1 SORELL COUNCIL CHILD SAFE STATEMENT OF COMMITMENT

- 7.1.1 We are committed to the safety and wellbeing of children and young people while enabling their participation as valued members of our community.
- 7.1.2 We have zero tolerance to child abuse and harm. Our people are obligated to prioritise the safety of the children they interact with in the performance of their role and to report conduct of concern.
- 7.1.3 We recognise the importance of child safety in the provision of quality community services. All children who attend services, programs, events, and community spaces (including online environments) which are delivered, owned, contracted, or managed by Council, have the right to feel safe, be safe, and be heard.
- 7.1.4 We recognise our legal and moral responsibilities in keeping children and young people safe and have robust policies and procedures in place to meet this commitment which are aligned with the National Principles for Child Safe Organisations.
- 7.1.5 We want children to thrive, be safe, happy, and empowered, and are dedicated to ensuring their views are listened to and respected, and they are given opportunities to contribute to how we plan and deliver our services which affect them.
- 7.1.6 We are committed to being a Child Safe Organisation

## 8. LEGISLATION

- 8.1 This policy relates to Council's obligations under the Child and Youth Safe Organisations Act 2023 (Tas).

## 9. ROLES AND RESPONSIBILITIES

### 9.1 CHILD SAFE ORGANISATION WORKING GROUP

9.1.1 An internal Child Safe Organisation Working Group will be established to monitor Council activities.

9.1.2 The working group will be led by the Director People & Performance and will consist of Manager Facilities & Recreation, Development Officer – Strategy & Risk and Employee Support Co-ordinator.

9.1.3 Key functions of the group are to:

- Review implementation of the Safeguarding Children and Young People Policy.
- Develop and implement a Child Safe Standards Action Plan and monitor the implementation of this policy across departments.
- Advocate and educate management and colleagues on the Standards and encourage implementation of the standards across all departments.

### 9.2 ROLES & RESPONSIBILITIES ACROSS COUNCIL:

Role	Responsibility
Elected Members	<ul style="list-style-type: none"> <li>• Model a culture of child safety and wellbeing.</li> <li>• Understand and comply with their obligations in relation to child safety and wellbeing.</li> <li>• Participate in training/education to identify, prevent, and report child abuse and harm.</li> <li>• Report any concerns about child safety and wellbeing.</li> <li>• Councillors also have a role in helping to promote the Sorell Council as a Child Safe Organisation and to direct community members to appropriate information and resources.</li> </ul>
General Manager	<ul style="list-style-type: none"> <li>• The General Manager is the 'head of an entity' under the Child and Youth Safe Organisations Act 2023, and has legal obligations (including timeframes) around sharing of reportable conduct information. This includes reporting to the Independent Regulator any allegations of misconduct involving children and young people by Council staff.</li> <li>• Ensure adequate resources and support to enable staff to effectively deliver the Safeguarding Children and Young People Policy.</li> </ul>

	<ul style="list-style-type: none"> <li>• Be the first point of contact in relation to the reportable conduct scheme and investigations.</li> </ul>
Directors, Managers, Team Leaders. Supervisors	<ul style="list-style-type: none"> <li>• Ensure a culture of safeguarding children and young people is embedded among their team.</li> <li>• Ensure safeguarding children and young people policies and procedures, and other relevant policies are implemented within the work areas they are responsible for.</li> <li>• Provide team members with induction, support, supervision, and access to ongoing professional development around safeguarding children and young people relevant for each team member's role and duties.</li> <li>• Conduct risk assessments, taking reasonable steps to identify any potential risks to the safety and wellbeing of children within the work remit of their team/s and remove or minimise the risks.</li> </ul>
Director People & Performance	<ul style="list-style-type: none"> <li>• Ensure all recruitment, selection and on boarding processes meet the requirements of the Child and Youth Safe Standards.</li> <li>• Ensure appropriate safety and screening checks are undertaken prior to engagement and maintained according to Council HR policies.</li> <li>• Ensure induction of new employees includes the provision of the Safeguarding Children and Young People Policy and Procedures and training to support them to understand their roles and responsibilities relating to child safety.</li> <li>• Oversee the implementation of child safety training for new employees and refresher training for all employees on an ongoing basis and keep records of training completed.</li> <li>• Manage disciplinary procedures as they relate to child safety and wellbeing.</li> <li>• Responsible for providing training, capacity building and awareness-raising initiatives to ensure employees are appropriately equipped to recognise, respond to and report child abuse.</li> </ul>
Council Staff	<ul style="list-style-type: none"> <li>• Understand and comply with their roles and responsibilities in keeping children safe.</li> <li>• Report any concerns about the safety and wellbeing of a child or young person.</li> <li>• Obtain and maintain a Working with Vulnerable People Check where required.</li> <li>• Participate in training and education in relation to safeguarding children and young people as required.</li> <li>• Provide environments for children and young people where they feel safe, empowered, and can participate.</li> <li>• Behave safely and appropriately with children and young people.</li> </ul>

## 9 | SAFEGUARDING CHILDREN &amp; YOUNG PEOPLE POLICY





Contract Managers	<ul style="list-style-type: none"> <li>• The management of contracts includes, but is not limited to, all agreements, leases, licences, grant recipients, funded partners, and labour hire. Anyone managing these contracts will ensure:             <ul style="list-style-type: none"> <li>○ All third-party operators are provided with a copy of Council's Child Safety Commitment Statement; and</li> <li>○ Contracts contain the relevant child safe clauses, including the requirement for Working with Vulnerable People Checks where relevant; and compliance with the Standards.</li> </ul> </li> </ul>
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### 9.3 COUNCIL'S OBLIGATIONS WITH EXTERNAL PARTIES

Although Sorell Council is not legally responsible for providing oversight of compliance with child safe practices outside of this organisation, the Council will take any reasonable steps to engage with persons who utilise Sorell Council facilities to operate in alignment with this policy.

## 10. OUR APPROACH TO ROYAL COMMISSION RECOMMENDATION – 6.12

The Royal Commission into Institutional Responses to Child Sexual Abuse defined a role for Local Government under Recommendation 6.12 which states:

“With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following functions:

- a) developing child safe messages in local government venues, grounds and facilities
- b) assisting local institutions to access online child safe resources
- c) providing child safety information and support to local institutions on a needs basis
- d) supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds.”

In developing this policy Council has been working with LGAT to understand how to best implement recommendation 6.12 in the context of the legislation and our limited resourcing. LGAT continues to advocate to the national and state government for more support to local governments (which has yet to be forthcoming). Without additional support, Recommendation 6.12 is not something we can currently fully embrace with our current resourcing. Sorell Council acknowledges it has a leadership role in our community to support

relevant organisations to be child safe and promote child safe practices, and will work towards the functions of Recommendation 6.12 where possible.

## 11. RELATED DOCUMENTS

- 11.1 Sorell Council Employee Code of Conduct.
- 11.2 Sorell Council Workplace Behaviour Policy.
- 11.3 Sorell Council Disciplinary Policy and Procedures.



## 13.4 POLICY REVIEW - AUDIO/VISUAL RECORDING AND LIVESTREAMING OF COUNCIL MEETINGS POLICY AND VEHICULAR ACCESS TO PROPERTY POLICY

### RECOMMENDATION

“That Council resolve to endorse the revised Council policies:

- Audio/Visual Recording and Livestreaming of Council Meetings Policy;
- Vehicular Access to Property Policy”.

### Introduction

Council has in place a variety of Council and Management Policies that require periodic review. Whilst legislation generally determines the requirements and guidelines for dealing with matters raised by the policies, the adoption of them as formal policies of Council is considered appropriate to enable Councillors, staff, contractors, volunteers and ratepayers to have clear guidance in relation to the statutory requirements specified by the relevant legislation.

The policies listed above were adopted between 2000 and 2019 and have been subject to prior reviews. A review has been undertaken and policies updated as necessary.

### Strategic Plan

- 2. Responsible Stewardship and a Sustainable Organisation
- 4. Increased Community Confidence in Council

### Operational Plan

NIL

### Policy

NIL

### Asset Management Implications

None foreseen.

### Risk Management Implications

None foreseen.

### Community Implications

None foreseen.





## Report

The Audio/Visual Recording and Livestreaming of Council Meeting Policy has had minor changes made and been amended to include Sorell Planning Authority (SPA) meetings. With the addition of Livestreaming, the community is given greater access to Council decisions and debate, and eliminates geographic and time barriers which may prevent the public from attending meetings in person.

The Vehicular Access to Property Policy has received minor changes, it establishes a consistent approach for those persons or contractors wishing to carry out works in the road reserve to ensure that all access and egress onto Council roads are constructed to Council's standard and in accordance with Council's current Standard Drawings.

**JESS HINCHEN**

**DIRECTOR PEOPLE AND PERFORMANCE**

Date: 09 January 2024

Attachments (10)



**AGENDA**  
**ORDINARY COUNCIL MEETING**  
**16 JANUARY 2024**



# AUDIO/VISUAL RECORDING AND LIVESTREAMING OF COUNCIL MEETINGS POLICY

TITLE	AUDIO AND VISUAL RECORDING AND LIVESTREAMING OF COUNCIL MEETINGS
RESPONSIBLE PERSON	GENERAL MANAGER
APPROVED BY COUNCIL	18/01/2000
RESOLUTION NO	16/2000
AMENDED ON	20/04/2023
RESOLUTION NO	___/____
REVIEW DATE	20/04/2026

1 | AUDIO/VISUAL RECORDING AND LIVESTREAMING OF COUNCIL MEETINGS



AGENDA  
ORDINARY COUNCIL MEETING  
16 JANUARY 2024

## OBJECTIVE

This policy provides for digital audio/visual recording and livestreaming of meetings of Council to promote transparency, accessibility and engagement with local government decision making amongst the Sorell Council communities, to assist in the preparation of minutes and to ensure that a true and accurate account of debate and discussion at meetings is available.

To ensure that audio and visual recordings of Council Meetings are created, stored, used and disposed of in an appropriate manner.

## SCOPE

This policy applies to the audio and visual recording of Ordinary and Special Meetings of Council including the Annual General Meeting and Sorell Planning Authority (SPA) Meetings. To facilitate effective security and management of the audio recordings, the open and closed sessions of Council meetings will be separately recorded.

This policy applies to Councillors, members of the public requesting access to records of recordings and staff involved in creating, storing, providing access to, managing, and disposing of audio/visual recordings of Council and Committee meetings.

## POLICY

Audio/visual recordings will be made of Council and Committee meetings for the purpose of:

- assisting in the preparation of minutes;
- ensuring decisions are accurately recorded; and
- verifying the accuracy of minutes prior to their confirmation.

### *Local Government (Meeting Procedures) Regulations 2015*

#### 33. Audio recording of meetings

- (1) A council may determine that an audio recording is to be made of any meeting or part of a meeting.
- (2) If the council so determines, the audio recording of a meeting or part of a meeting that is not closed to the public is to be –
  - (a) retained by the council for at least 6 months; and
  - (b) made available free of charge for listening on written request by any person.
- (3) If after the minutes of a meeting have been confirmed as a true record a discrepancy between the minutes and an audio recording of that meeting or part of that meeting is noticed, the council, at the next appropriate meeting, is to review the audio recording and either confirm that the minutes are a true record

*or amend the minutes to reflect the audio recording and then confirm the minutes as amended to be a true record.*

- (4) *A council may determine any other procedures relating to audio recording of meetings it considers appropriate.*

## ACCESS AND DISCLOSURE

Signs will be placed in prominent positions within the Council Chambers to inform the public entering the room that the meeting is being audio/visually streamed and recorded.

The streaming platform utilised for visual recording and streaming is YouTube. This is setup as a specific Sorell Council YouTube account, over which Council has full control of which meetings are streamed or uploaded for viewing. There is no ability for the public to make comment, edit or download recordings in anyway. They can only be viewed via the Sorell Council YouTube channel.

As per Regulation 33(2), electronic recordings of open sessions of meetings will be made available to Councillors, staff and members of the wider community including Government upon written request at no charge.

The audio file of the closed session meeting of Council will remain confidential and be kept in a secure location in Council records management system where access is strictly limited to authorised person/s on a case by case basis.

Recordings of meetings will be stored within Council's electronic document and records management system (Magiq Documents) for a period of 2 years.

Any corrections to the Minutes required, as a result of reviewing the meeting recordings, should be notified to the General Manager in sufficient time to be circulated with the agenda for the following meeting.

~~"In committee" sessions of Council will not be recorded.~~

Robert Higgins

GENERAL MANAGER





## VEHICULAR ACCESS TO PROPERTY POLICY

TITLE	VEHICULAR ACCESS TO PROPERTY POLICY
RESPONSIBLE PERSON	MANAGER PLANNING
APPROVED BY COUNCIL	FEBRUARY 2019
RESOLUTION NO	19/2019
AMENDED ON	XX/XXXX
RESOLUTION NO	XX
REVIEW DATE	XXX XXXX 2027 (EVERY THREE YEARS)



## APPLICATION OF POLICY

This policy applies to the construction, repair and maintenance of vehicular access to a property.

### 1.0 PURPOSE OF POLICY:

The policy supports Council's vision and strategic objective to appropriately manage assets by ensuring that works in the road reserve are carried out to an appropriate standard and in a safe manner.

The Policy establishes a consistent approach for those persons or contractors wishing to carry out works in the road reserve to ensure that all access and egress onto Council roads are constructed to Council's standard and in accordance with Council's current Standard Drawings.

The Policy applies to works within a road reserve, including works subject to a Vehicle Crossing Application.

The Policy also applies to Council projects that affect a driveway.

### 2.0 SCOPE:

- 2.1 This policy applies to all roads and road reserves within the Sorell municipal area, which are maintainable by the Sorell Council, including road carriageways, footpaths and nature strips.
- 2.2 This policy is also designed to make clear and enforce the provisions made under the Road and Jetties Act 1935 - Part 16AA Maintenance and repair of vehicular access and the LGAT Standard Drawings "TSD-R03-v1 Rural Roads- Typical Property Access" "TSD-R04-v1 Rural Roads Typical Driveway Profile" and "TSD-R09-v1 Urban Roads-Driveways" (as amended).
- 2.3 This policy is to be read in conjunction with the Local Highways Bylaw 2 of 2015.
- 2.4 This policy will formalise a process whereby there is a clear understanding between Council and property owners when a property access needs to be repaired, upgraded or constructed to prevent or correct a nuisance being caused by that access.
- 2.5 This policy does not apply to works within a State Road reservation where Council does not have maintenance responsibility. A Separate Access Works Permit must be obtained from the Department of State Growth prior to

commencing work.

**2.6** A Permit to Carry Out Works in Council's Road Reservation is required for works specified in Section 46 of the *Local Government (Highways) Act 1982* and includes the following works:-

- i. Driveway construction;
- ii. Works on nature strips;
- iii. Service and utility works;
- iv. Waste and shipping containers;
- v. Under boring of roads and paths;
- vi. Trenching and excavation;
- vii. Works affecting pedestrian traffic;
- viii. Works affecting vehicular traffic.

**2.7** Aurora, Telstra, TasWater, TasGas, NBN and other utility providers have different requirements due to other legislation specific to their service. Permits are required from these organisations as they are still obligated to conduct their works to relevant safety and traffic management standards, in accordance with the Act and Council must be made aware of the works and the timing of these works.

### 3.0 PROCESS

#### 3.1 Council Projects that Affect Driveways

- 3.1.1** If the Council undertakes road works which change the level of the road reservation or road, the Council is responsible to change any components of the driveway necessary to suit the new levels. The new construction material will be the minimum standard required by the **Tasmanian** Standard Drawings, or like-for-like where the existing standard is above the minimum required.
- 3.1.2** If a Council project increases flow to a driveway culvert by the redirection of drainage paths, the Council is responsible for upgrading driveway culverts to suit as required.
- 3.1.3** A property owner may request that their driveway is upgraded in conjunction with the works being undertaken. Approval of works will be at the discretion of Council. Any additional costs must be borne by the property owner. The Council will take no responsibility for the ongoing maintenance of the driveway.



### 3.2 Modification of Existing or Construction of New Vehicular Crossings

- 3.2.1 Any person wishing to undertake construction or modification works to a vehicular crossing within the road reservation must obtain a Vehicular Crossing Permit prior to commencing work. A Vehicular Crossing Application must be completed and submitted to Council prior to a Permit being issued. A standard fee is associated with this application.
- 3.2.2 Generally, the number of driveways and vehicular crossings per property will be restricted to one (1). Any person wishing to construct an additional driveway or vehicular crossing to a property must demonstrate to the satisfaction of Council that the access can be used safely, will not increase the risk to the public and will not adversely impact parking in the local area by completing a Vehicular Crossing Application and submitting it to Council for approval. Planning approval may also be required for more than one (1) vehicular crossing per property.
- 3.2.3 All works must be completed by a suitably qualified, experienced and suitably insured contractor.
- 3.2.4 A Council engineering officer must inspect the new crossing base prior to placing a seal or pouring new concrete.
- 3.2.5 All costs associated with the construction or upgrade of vehicular crossings are to be borne by the property owner.

### 3.3 Nuisance Access – Requirement to Upgrade

- 3.3.1 A property access is deemed a nuisance when it causes drains to be blocked or water or gravel to wash over the road or creates a trip or other safety hazard or otherwise causes a negative impact on Council's road and/or stormwater system from working effectively.
- 3.3.2 Where a property access has been deemed to be a nuisance, Council may issue a Notice requiring the property owner to upgrade the access to the Municipal standard or install preventative measures to prevent such a nuisance to the satisfaction of Council's engineering officer.
- 3.3.3 Prior to undertaking works to upgrade the access, the property owner must obtain a Vehicular Crossing Permit from Council.
- 3.3.4 All works associated with the upgrade and/or improvements of the



access will be at the cost of the property owner (including machinery and labour installation costs).

- 3.3.5 If remedial works specified on the Notice are not undertaken by the property owner within the specified timeframe, Council may undertake the works to abate the nuisance and charge the property owner.

### 3.4 Subdivision, Boundary Adjustments & Development Applications

- 3.4.1 All new subdivisions, dwellings and other developments that access a sealed Council road shall have an individual access constructed to Council's municipal standard for sealed roads.
- 3.4.2 All new subdivisions, dwellings and other developments that access an unsealed Council road shall have an individual access constructed to Council's municipal standard for unsealed roads.
- 3.4.3 In some circumstances, Council may require the access to be sealed for safety reasons, or to a higher sealed standard or to prevent erosion problems.
- 3.4.4 Where an existing access is part of a new subdivision/development and that access meets a sealed road, that access will need to be upgraded (if necessary) to Council's adopted standard and sealed.
- 3.4.5 Where an existing access is part of a new subdivision/development and that access meets a gravel road that access will need to be upgraded (if necessary) to Council's adopted standard. In some circumstances Council may require the access to be sealed for safety or to prevent potential erosion problems.

## 4.0 DEFINITIONS

For the purpose of this policy, the below terms are provided:-

Term	Meaning
Council	Means Sorell Council
Council Road	Means a road maintainable by Sorell Council consistent with the Local Government (Highways) Act 1982 and reflected in the current Sorell Council

## 5 | VEHICULAR ACCESS TO PROPERTY POLICY



	Road Map.
Council Municipal Drawings	Tasmanian Standard Drawings (IPWEA/LGAT)
Driveway	The driveway is the private asset, and the property owner is responsible for its maintenance and/or repair.
Driveway Culvert	Driveway culverts are private assets required to allow access over the table drain. The property owner is responsible for its maintenance and/or repair.
Endwalls, Headwalls or Wingwalls	Endwalls, headwalls or wingwalls are private assets required to retain fill at the end of culverts. The property owner is responsible for maintenance. The Council is responsible for the maintenance of the table drain upstream and downstream of the endwalls.
Road Reserve	The parcel of land under made ways roadways, footpaths and nature strips or otherwise stipulated by section 9 of the Highways Act 1951.
Vehicular Crossing	Includes any structure that is used to support the passage of vehicles.

	maintenance and/or repair.
Vehicular Crossing Application	The Application form used to apply for a Vehicular Crossing Permit.
Vehicular Crossing Permit	The Permit issued by Council approving work to be undertaken within the road reserve. The Permit may contain conditions that have to be met by the applicant.

## 5.0 REFERENCES

- *Local Government Act 1993*
- *Local Government (Highways) Act 1982*
- *Roads and Jetties Act 1935*
- *Traffic Act 1925*
- *Highways Act 1951*
- *Sorell Council Local Highways Bylaw 2 of 2015*

This policy was reviewed and approved at the ordinary Council meeting held on 19/02/2019, resolution number 19/2019.

Robert Higgins

General Manager

### Disclaimer

That this policy be read in conjunction with any or all other Council and/or Management Policies.

## 14.0 INFRASTRUCTURE AND ASSETS

Nil reports

## 15.0 COMMUNITY RELATIONS

### 15.1 COMMUNITY GRANTS PROGRAM – ANNUAL CONTRIBUTION

#### RECOMMENDATION

“That Council resolve to approve the Nugent Community & Sports Association Inc. to receive annual funding to contribute to their insurance costs under the Community Grants Program from the 2023/2024 financial year for up to five (5) years.”

#### Introduction

In 2016 it was identified that Nugent Community & Sports Association Inc. were incorrectly listed as being covered under Council’s Building Insurance Policy. The Hall was then required to purchase their own building insurance. To cover this cost both hall committees (incl. Forcett) made several applications to Council for financial assistance under the Community Grants Program. To prevent it being an annual contribution it went to Council for the five year period deal. This was approved in September 2017 for a five year period covering the 2018/2019 - 2022/2023 financial years.

We have been approached by Nugent Community & Sports Association Inc to continue this support.

#### Strategic Plan

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

Our Community Halls play a pivotal role in enabling the community to gather and engage in a number of activities and events.

#### Operational Plan

Sufficient funds currently exist within the current Operational Plan and Budget to fund this request for the specified period.

#### Policy

Community Grants Policy.



### **Asset Management Implications**

NIL

### **Risk Management Implications**

NIL

### **Community Implications**

There will be positive implications for the community through the provision of funds for activities and projects within the Sorell Municipality.

Providing funding to community groups and sporting clubs to run activities, projects and events will enhance the vibrancy and engagement of our community. It provides an opportunity to build the capacity of the Hall Committee to be more self-sufficient and have a greater impact and positive influence on the community.

### **Report**

Council currently covers Hall insurances for the community Halls under our management (Copping, Dunalley, Sorell, and Midway Point).

Furthermore, Council has current agreements in place to provide funds annually to Community Committees to assist with costs such as insurances, for Bream Creek Showgrounds and Primrose Sands Community Hall.

Through provision of annual funding for Nugent Community & Sports Association Inc, this will ensure a consistent approach to supporting community halls and the important role they play in our Municipality.

**STACEY GADD**

**MANAGER COMMUNITY RELATIONS**

Date: 5 January 2024



## 15.2 COMMUNITY GRANTS PROGRAM

### RECOMMENDATION

“That Council resolve to approve three applications from;

- Sorell RSL Sub-branch;
- Sorell Community Network Inc.; and
- Southern Tasmania Country Music Inc.

under the 2023-2024 Community Grants Program as per the following report.”

### Introduction

Through the Community Grants Program 2023-2024 Council provides financial support to eligible community groups and organisations within the Municipality for their projects, events and activities.

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

These may include, but are not limited to:

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

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

### Strategic Plan

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

Council’s Community Grants Program was reviewed and updated in 2023 to ensure it met the needs of our diverse and growing community. Its broad aim is to provide financial support to eligible community groups and organisations within our community for their projects, events and activities to encourage and support the local arts, cultural activities, programs and events.

### Operational Plan

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



**Policy**

Community Grants Policy.

**Asset Management Implications**

NIL

**Risk Management Implications**

NIL

**Community Implications**

There will be positive implications for the community through the provision of funds for activities and projects within the Sorell Municipality.

Providing funding to community groups and sporting clubs to run activities, projects and events will enhance the vibrancy and engagement of our community. It provides an opportunity to build the capacity of these groups to be more self-sufficient and have a greater impact and positive influence on the community.

**Report**

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

- Sorell RSL Sub-branch – a request for \$2,000 funding towards the replacement of their aging heating/air conditioning unit.
- Sorell Community Network Inc.– a request for \$1,912.35 funding towards the purchase of garden maintenance equipment for free lawn maintenance for community members doing it tough.
- Southern Tasmania Country Music Inc. – a request for \$2,000 towards music artists and toilet hire for the Primrose Sands Country Music Muster.

None of these community organisations have received a Community Grant in the current financial year.

This decision is now presented to Council for approval.

**JO COOPER**

**CORPORATE ADMINISTRATION OFFICER**

Date: 8 January 2024



## 16.0 FINANCE

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

#### RECOMMENDATION

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

The operating surplus for the period ended 31 December 2023 of \$9.405m is above the budget of \$8.233m by \$1.172m. The main drivers of this position are:

- Recurrent income year to date is \$19.843m, which is above budget by \$137k.
- Operating expenses year to date are \$10.438m, which is below budget by \$1.035m.

#### NOTES TO THE ACCOUNTS

##### 1. RATES AND CHARGES

This category is above budget by \$201k to the end of December, with no significant variances noted.

##### 2. STATUTORY FEES AND CHARGES

This category is below budget by \$64k to the end of December. The following significant variances are noted:

- Town Planning Fees is below budget by \$53k, as a result of activity being less than expected year to date.

##### 3. USER FEES

This category is above budget by \$8k to the end of December. The following significant variances are noted:





- Dog registration and renewal is below budget by \$24k. This is because more dog registrations and renewals were paid prior to 30 June 2023 than expected.

#### 4. GRANTS OPERATING

This category is below budget by \$349k to the end of December. Commonwealth Financial Assistance Grant income is below budget by \$220k, as a result of near to 99% of the Financial Assistance Grant income for the 2023/2024 financial year being received in June 2023.

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

#### 5. CONTRIBUTIONS RECEIVED

This category is above budget by \$163k to the end of December. The following significant variances are noted:

- Public open space contributions is above budget by \$96k, as a result of numerous subdivision developments at; Pawleena Road, Pawleena; Arthur Highway, Sorell; Gordon Street, Sorell; Dubs & Co Drive, Sorell; Miena Drive, Sorell; and Allambie Road, Orielton.
- Car parking cash in lieu of contributions is below budget by \$32k, as a result of activity being less than expected year to date. Contributions are unpredictable in nature, making the timing difficult to estimate.
- Contributions received other is above budget by \$105k, predominantly as a result of a contribution made by the Department of Police, Fire and Emergency Management toward the cost of the road extension at 47 Cole Street, Sorell.

#### 6. INTEREST

This category is above budget by \$58k to the end of December. The following significant variances are noted:

- Interest received banks & other is above budget by \$54k, as a result of higher than expected interest rates.

#### 7. OTHER INCOME

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



- Hall Hire is below budget by \$16k, as a result of activity being less than expected year to date.
- Other facility hire is above budget by \$14k, predominantly as a result of greater than expected hire activity at the South East Sports Complex.
- Other sundry income is above budget by \$88k. This variance is predominantly due to Council paying \$39k for a private property wastewater treatment system. Council then raised an invoice and charged the property estate for this expenditure. The sundry income variance is also a result of \$11k relating to street lights for The Peninsula subdivision development in Midway Point, and \$30k from sale of road reserves.
- Workers compensation reimbursement is above budget by \$12k. Workers compensation reimbursements are unpredictable in nature and are therefore not budgeted for.

## 8. INVESTMENT IN TASWATER

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

## 9. EMPLOYEE BENEFITS

Total employee benefits are below budget by \$243k to the end of December. The following significant variances are noted:

- Long service leave (LSL) is below budget by \$27k, predominately as a result of an employee's LSL payment on termination. This employee previously worked for another Council and therefore on termination Council invoiced the employee's previous employer to reimburse a portion of the LSL pay out.
- Payroll tax is below budget by \$33k, as a result of December monthly payroll tax due and payable processed in early January.
- Staff training is below budget by \$14k, as a result of less training planned to date. This training will be rescheduled before the end of the financial year.
- Superannuation – council contribution is below budget by \$41k, as a result of a combination of factors, including; delays in recruiting vacancies; a redundancy payment; and superannuation budgeted per the Enterprise Agreement not being due on new staff until the completion of a 6 month term.
- Workers compensation insurance is below budget by \$72k. An increase from the 2022/2023 financial year was budgeted for, however for the 2023/2024 MAV Insurance pricing model saw Council's actual premium decrease for the first half by \$27k. Further, Council received a workers compensation claim experience discount of \$49k.



## 10. MATERIALS AND SERVICES

Materials and services is \$821k below budget to the end of December.

The following significant variances are noted:

- Cleaning is above budget by \$26k, as a result of unbudgeted expenditure relating to the cleaning of public BBQs.
- Computer software maintenance and licenses is below budget by \$59k. Invoices were budgeted to be received in the first half of the financial year, however these are not due until later in the year and will therefore be received and processed closer to the due date.
- Consultants other is below budget by \$218k, predominantly as a result of underspends to date in General Manager \$20k, Finance \$16k, Human Resources \$9k, Communications & Corporate Admin \$140k, Engineering \$14k and Town Planning \$16k. These planned works will occur later in the year than expected. Further, Communications & Corporate Admin's variance of \$140k is in relation to planned works on the development of a social strategy, these works have now commenced. In addition, unbudgeted expenditure occurred in Stormwater, including an \$8k hand fish impact assessment and a \$4k landslide inspection.
- Electricity is below budget by \$24k. Some monthly invoices were budgeted for in November and December and to be processed in November and December, however they were not received until late December and will actually be processed and paid in January.
- Legal Fees is under budget by \$12k, predominantly as a result of underspends to date in General Manager Department. This variance is a result of the unpredictable nature of legal fees requirements, making the timing difficult to estimate.
- Line marking is below budget by \$43k, as a result of changes to the expected work schedule. These planned works will occur later in the year.
- Plant hire – external is below budget by \$14k, as a result of changes to the expected work schedule. These planned works will occur later in the year.
- Repairs and maintenance is below budget by \$199k, predominantly from underspends to date in Community Facilities \$30k, Community Facilities – Pembroke Stadium \$25k, Roads Sealed \$34k, Roads Unsealed \$52k, Stormwater \$43k, Bridges \$36k and Marine Structures \$37k. These underspends are offset somewhat by overspends to date in Land Improvements \$56k. Overall, these variances are a result of the unpredictable and reactive nature of a number of repairs and maintenance activities, making the timing difficult to estimate.

- Signage and guide posts is below budget by \$33k, predominantly from underspends to date in Communications & Corporate Admin., Roads Sealed, Roads Unsealed, and Pembroke Park Stadium. This expenditure will occur later in the financial year.
- \$205k (25%) of the total material and services variance relates to waste expenditure. Collectively, waste expenditure is significantly below budget due to the timing of receiving and processing waste invoices, as well as some lower than expected volumes of waste collected in the first half of the financial year. Refer to the below detailed explanations;
  - Mornington Park transfer station disposal costs is below budget by \$42k. The monthly invoice was budgeted to be processed in December, however it will actually be processed and paid in January. The variance is also a result of \$30k year to date in credits received for reduction in Southern Waste Solution's charges for Sorell commercial and industrial waste.
  - Kerbside Green Waste Collection is below budget by \$17k. The monthly invoice for October only is yet to be processed due to confirmation from the supplier, however it will actually be processed and paid in January.
  - Kerbside recycling collection is below budget by \$48k. The monthly invoice was budgeted to be processed in December, however it will actually be processed and paid in January. The variances are also a result of lower than expected volumes of waste collected in July, August, October and November.
  - Kerbside garbage collection is below budget by \$67k. The monthly invoice was budgeted to be processed in December, however it will actually be processed and paid in January. The variances are also a result of lower than expected volumes of waste collected July, August, October and November.
  - Street bin collection contract is below budget by \$12k. The monthly invoice for October only is yet to be processed due to confirmation from the supplier, however it will actually be processed and paid in January.

## 11. DEPRECIATION AND AMORTISATION

This category is below budget by \$193k to the end of December, with no significant variances noted.



## 12. FINANCE COSTS

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

## 13. OTHER EXPENSES

This category is above budget by \$224k to the end of December. The following significant variances are noted:

- Employee subscriptions, licences and memberships is above budget by \$18k, predominantly as a result of the \$22k Regional Land Use Strategy contribution payment, which was budgeted to be processed in January 2024.
- Functions and programs is below budget by \$40k, predominantly as a result of various activities budgeted but not yet taken place. These function and programs expenses will take place in later months.
- Insurance claims related expenses is above budget by \$12k, predominantly as a result of an excess payable amount. This related to an event during high winds where a tree damaged a masonry fence and automated gate.
- General insurance is above budget by \$38k, as a result of higher than expected premiums for the 2023/2024 financial year.
- Government Fire Contributions is above budget by \$157k, predominantly as a result of making a payment in December rather than January where it is budgeted.
- Land tax is above budget by \$15k, as a result of land values increasing more than expected, as well as additional tax charged to Council in the 2023/2024 financial year. These additional charges relate to two lots of land held by Council; one new lot in Midway Point with utility infrastructure on it; and one existing public open space lot in Sorell. Council are currently investigating whether the lot relating to public open space land meets the criteria for land tax and a dispute will be lodged with the State Revenue Office if necessary.
- Other sundry expenses is above budget by \$44k, predominantly due to Council paying \$39k for a private property wastewater treatment system. Council then raised an invoice and charged the property estate for this expenditure. Refer to other sundry income variance above.
- Public liability insurance is below budget by \$16k, as a result of lower premiums than expected for the 2023/2024 financial year.

## 14. GRANTS CAPITAL

This category is below budget by \$293k to the end of December.



The Roads to Recovery funding (R2R) is below budget by \$58k. A total amount of \$271k was received for R2R in August, compared to the \$165k budgeted to be received in both September and December. The variance is a result of lower than expected R2R capital job expenditure year to date.

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

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

Unbudgeted developer contributions of \$5.318m was recognised to the end of December. This relates to donated assets which have been capitalised in Assetic in the first quarter of the financial year. Donated assets generally relate to subdivision assets, which become a Council asset once the development is complete. In the first quarter of this financial year, donated assets have a significantly large value, as a result of multiple stages of the Sorell Estate (Pawleena) and 20 Arthur Highway (Sorell) subdivision developments.

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

Unbudgeted loss on disposal of assets of \$36k was recognised to the end of December. This relates to asset disposals which have been processed in Assetic in the first quarter of the financial year, as a result of the completion of replacement and renewal capital jobs.

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

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

## **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 remained stable in December. In comparison with the 2022/2023 financial year, the current cash balance of \$19.119m is \$2.916m greater than the balance at the same time last year. Sorell Council continues to hold \$2.049m in grant income received in advance as reported in the Balance Sheet. Council's increase in cash held is predominately a result of delays in the capital works schedule and lower than expected year to date operational expenditure.



## CASH RESERVES

As at 31 December 2023, cash reserves being held by Council are as follows;

Land Sales	\$1,175,206
Public Open Space Contributions	\$1,211,487
Subdivision Traffic Management Contributions	<u>\$ 150,790</u>
	\$2,537,483

## RATES OUTSTANDING

Attached is a graph showing unpaid rates by month, for both the current and previous four years. The graph declines each month as rates are progressively paid throughout the financial year. The second graph reflects the percentage of rates debt outstanding at the end of each month, with four comparative financial years' data as well.

Collections have remained positive this financial year, with 62.7% of rates already paid by the end of December. At the same time last year, Council had received 62.4% of rates.

## ATTACHMENTS

### MONTHLY DASHBOARD REPORT (Pages 4)

- a) Statement of Income and Expenditure for the period ending 31 Dec. 2023 (Pages 1)
- b) Statement of Financial Position as at 31 December 2023 (Pages 1)
- c) Statement of Cash Position as at 31 December 2023 (Pages 1)
- d) Detailed Statement of Income and Expenditure for the period ending 31 December 2023 (Pages 6)
- e) Cash on Hand as at 31 December 2023 and Graph 1 – Total Cash Available (Pages 2)
- f) Graph 2 – Rates Outstanding (Pages 2)
- g) Grants Variance Analysis (Pages 2)

**STEPANIE PERRY**  
MANAGER FINANCE

**SCOTT NICOL**  
FINANCIAL ACCOUNTANT

**SALLY FANG**  
ACCOUNTANT

Date: 9 January 2024

Attachments (19 pages)

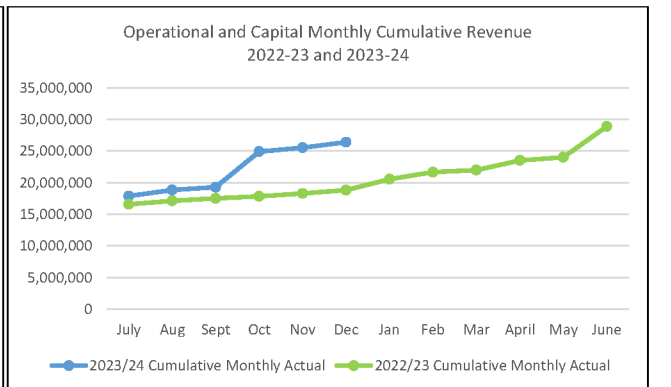
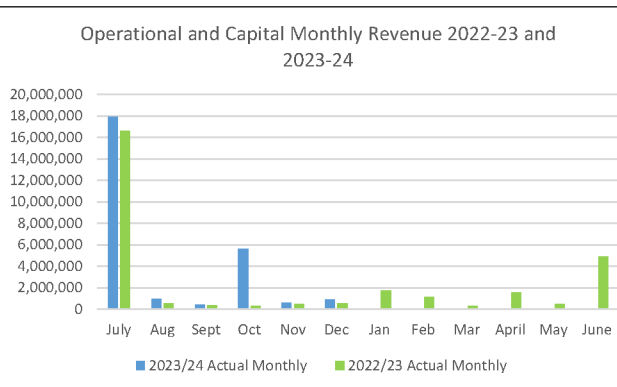
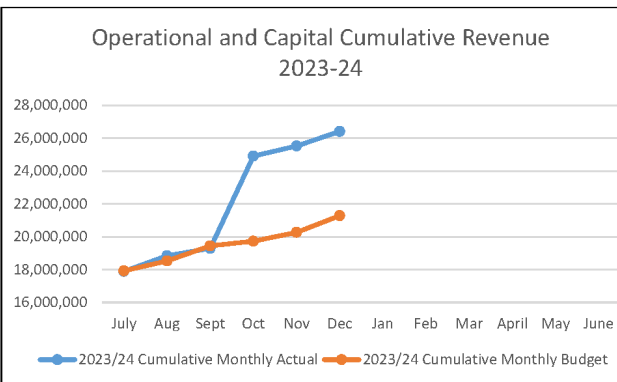
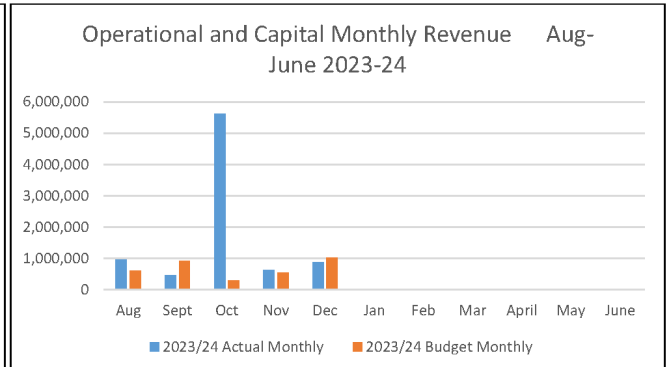
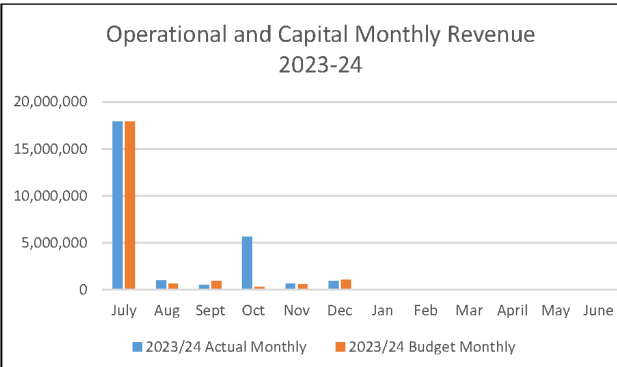


**AGENDA**  
**ORDINARY COUNCIL MEETING**  
**16 JANUARY 2024**

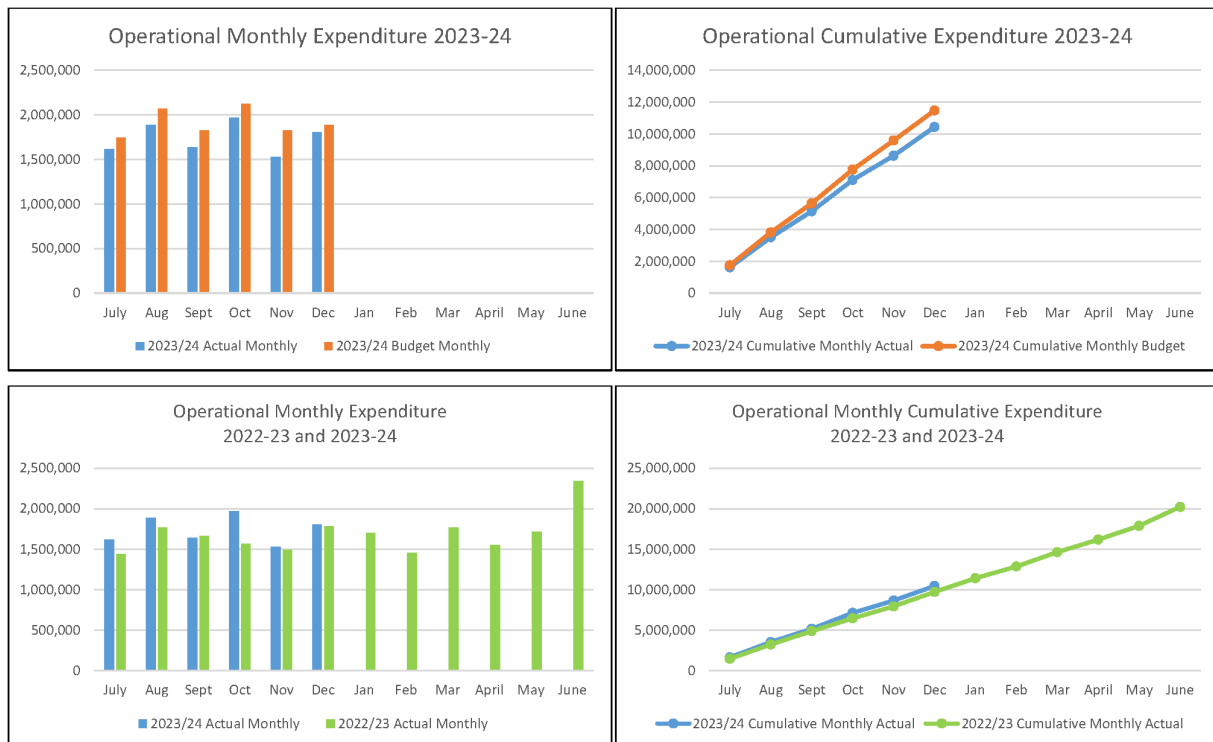
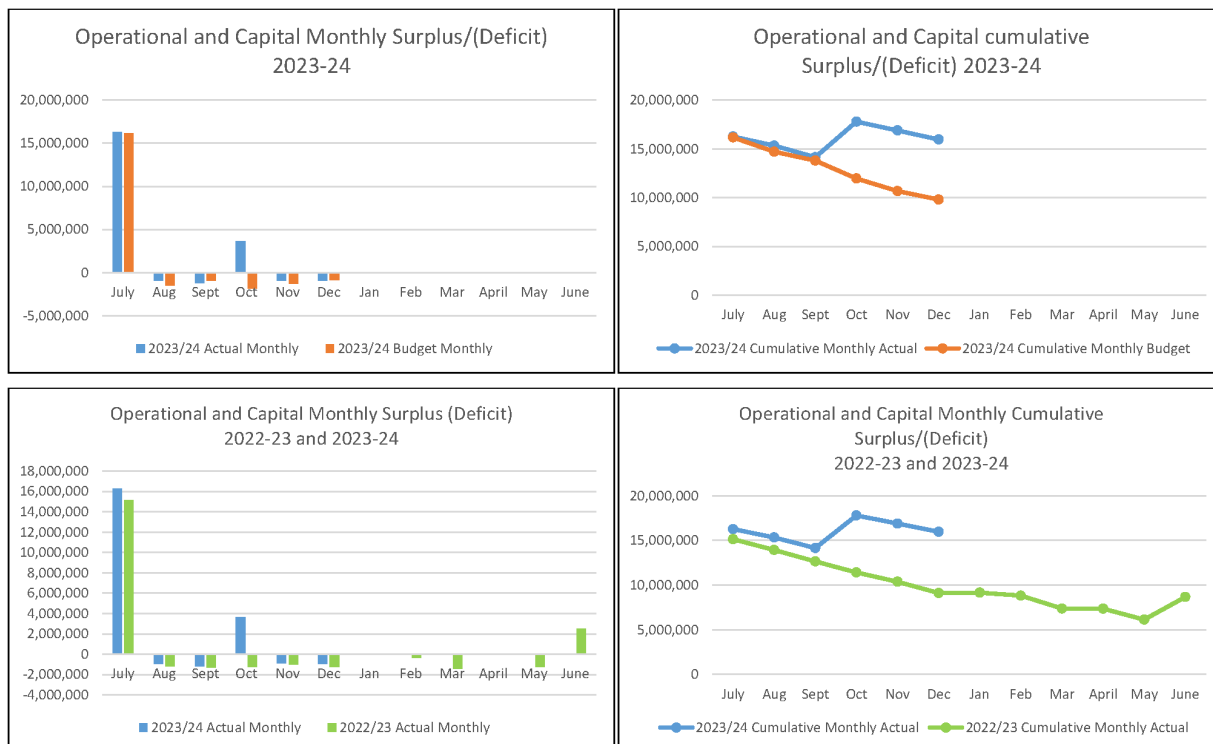
## SORELL COUNCIL – MONTHLY DASHBOARD REPORT DECEMBER 2023

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

### REVENUE





**EXPENDITURE****SURPLUS/DEFICIT**

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

	NOTES	ACTUAL YTD	BUDGET YTD	VAR	FULL YEAR BUDGET
<b>INCOME</b>					
<b>RECURRENT INCOME</b>					
Rates and Charges	1	18,064,198	17,862,960	201,239	17,860,210
Statutory fees and fines	2	286,460	350,002	(63,542)	698,254
User Fees	3	326,729	318,593	8,136	670,104
Grants Operating	4	141,515	490,748	(349,232)	2,951,440
Contributions received	5	245,605	82,500	163,105	117,500
Interest	6	226,186	168,624	57,562	783,564
Other income	7	391,136	270,952	120,184	567,147
Investment income from TasWater	8	162,000	162,000	0	324,000
		<b>19,843,829</b>	<b>19,706,377</b>	<b>137,452</b>	<b>23,972,219</b>
<b>EXPENSES</b>					
Employee benefits	9	3,339,878	3,583,097	243,220	7,749,556
Materials and services	10	3,043,521	3,865,164	821,643	7,643,954
Depreciation and amortisation	11	2,872,639	3,065,926	193,288	6,089,896
Finance costs	12	19,135	19,225	90	50,610
Other expenses	13	1,163,442	939,853	(223,588)	1,786,730
<b>TOTAL EXPENSES</b>		<b>10,438,614</b>	<b>11,473,266</b>	<b>1,034,652</b>	<b>23,320,746</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>9,405,216</b>	<b>8,233,111</b>	<b>1,172,105</b>	<b>651,473</b>
<b>CAPITAL INCOME</b>					
Grants Capital	14	1,278,718	1,571,393	(292,675)	6,925,286
Contributions - non-monetary assets	15	5,318,354	0	5,318,354	0
Net gain/(loss) on disposal	16	(36,199)	0	(36,199)	0
Share of Interests in JVs	17	0	0	0	0
<b>TOTAL CAPITAL INCOME</b>		<b>6,560,874</b>	<b>1,571,393</b>	<b>4,989,481</b>	<b>6,925,286</b>
<b>SURPLUS/(DEFICIT)</b>		<b>15,966,089</b>	<b>9,804,504</b>	<b>6,161,585</b>	<b>7,576,759</b>



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

	Actual 2023/2024	Actual 30 June 2023	Movement
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	9,501,719	9,844,139	(342,420)
Investments	9,617,101	8,582,962	1,034,139
Trade and Other Receivables	8,300,204	1,481,040	6,819,163
Inventories	85,339	85,339	-
Other Assets	66,835	468,784	(401,949)
<b>Total Current Assets</b>	<b>27,571,197</b>	<b>20,462,265</b>	<b>7,108,933</b>
<b>Non-Current Assets</b>			
Trade and Other Receivables	31,948	32,248	(300)
Assets Held for Sale	0	1	(1)
Intangible Assets	256,157	260,105	(3,947)
Property, Infrastructure, Plant and Equipment	301,408,454	298,678,047	2,730,407
Work in Progress	16,241,520	10,429,165	5,812,355
Investments	31,326,681	31,326,681	-
Other Non-Current Assets	23,027	23,027	-
<b>Total Non-Current Assets</b>	<b>349,287,788</b>	<b>340,749,274</b>	<b>8,538,513</b>
<b>TOTAL ASSETS</b>	<b>376,858,985</b>	<b>361,211,539</b>	<b>15,647,447</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade and Other Payables	811,639	1,443,641	(632,002)
Trust Funds and Deposits	895,291	1,106,094	(210,803)
Interest Bearing Loans & Borrowings	110,726	220,175	(109,449)
Provisions	1,411,611	1,355,342	56,269
Contract Liabilities	2,048,932	1,471,590	577,343
Other Current Liabilities	9,766	9,766	-
<b>Total Current Liabilities</b>	<b>5,287,965</b>	<b>5,606,607</b>	<b>(318,642)</b>
<b>Non-Current Liabilities</b>			
Interest Bearing Loans & Borrowings	2,109,771	2,109,771	-
Provisions	107,662	107,662	-
Contract Liabilities	-	-	-
Other Current Liabilities	13,986	13,986	-
<b>Total Non-Current Liabilities</b>	<b>2,231,419</b>	<b>2,231,419</b>	<b>-</b>
<b>TOTAL LIABILITIES</b>	<b>7,519,384</b>	<b>7,838,026</b>	<b>(318,642)</b>
<b>Net Assets</b>	<b>369,339,601</b>	<b>353,373,513</b>	<b>15,966,089</b>
<b>EQUITY</b>			
Accumulated Surplus	145,632,725	129,666,637	15,966,088
Reserves	223,706,876	223,706,876	-
<b>Total Equity</b>	<b>369,339,601</b>	<b>353,373,513</b>	<b>15,966,088</b>



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

	\$
Opening Balance Cash at Bank & Investments	18,427,102
Closing Balance Cash at Bank & Investments	19,118,821
<b>Cash Movement Year to Date</b>	<b>691,719</b>
<i>Represented by:</i>	
Net Surplus / (Deficit)	15,966,089
Add: Depreciation	2,872,639
Net Cash Surplus / (Deficit)	18,838,728
Loan Repayments	(109,449)
Capital Expenditure (per capital report)	(5,812,355)
Capital Expenditure - Asset (Purchases) / Disposals	(5,603,045)
Balance Sheet Movements	(6,622,161)
<b>Cash Movement Year to Date</b>	<b>691,719</b>



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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
0100 <b>Profit &amp; Loss</b>				
0500 <b>INCOME</b>				
1000 <b>RECURRENT INCOME</b>				
1100 <b>Rates and Charges</b>				
1105 Rates - General/Ordinary/Residential	(14,429,870)	(14,264,094)	165,776	(14,264,094)
1110 Rates General Written Off	2,711	2,750	39	5,500
1115 State Grant Rates Remission	(878,511)	(862,190)	16,322	(870,899)
1120 Rates Pensioner Concession	881,730	862,190	(19,540)	870,899
1125 Domestic Waste Annual Charge	(2,996,175)	(2,965,882)	30,293	(2,965,882)
1130 Fire Rates Levy Income	(666,036)	(657,271)	8,765	(657,271)
1150 Other Remissions	22,958	23,538	580	23,538
1160 AWTs Maintenance Fee Received	(1,004)	(2,000)	(996)	(2,000)
1199 <b>Rates and Charges Total</b>	<b>(18,064,198)</b>	<b>(17,862,960)</b>	<b>201,239</b>	<b>(17,860,210)</b>
1200 <b>Statutory Fees and Charges</b>				
1210 132 & 337 Certificate Fees	(75,128)	(85,096)	(9,968)	(170,191)
1220 Town Planning Fees	(200,317)	(253,031)	(52,714)	(506,063)
1225 Animal Infringements & Fines	(1,282)	(3,250)	(1,969)	(6,500)
1230 Other Infringements Fines & Penalties	(1,413)	(5,000)	(3,587)	(10,000)
1235 Licences & Permits	(6,431)	(2,625)	3,806	(3,500)
1240 Street Stall Permit Fee	(1,890)	(1,000)	890	(2,000)
1299 <b>Statutory Fees and Charges Total</b>	<b>(286,460)</b>	<b>(350,002)</b>	<b>(63,542)</b>	<b>(698,254)</b>
1300 <b>User Fees</b>				
1303 Animal Management Sundry Income -collars,signs etc	(140)	0	140	0
1306 Building Assessment Fees	(43,017)	(44,936)	(1,919)	(89,872)
1318 Caravan Licences	(18,636)	(18,188)	447	(18,188)
1327 Dog Impounding & Release Fees	(252)	(600)	(348)	(1,200)
1330 Dog Registration & Renewal	(34,038)	(57,962)	(23,924)	(105,385)
1331 Kennel Licences	(26)	(1,500)	(1,474)	(1,500)
1333 Driveway Approval and Inspection Fees	(9,107)	(6,000)	3,107	(12,000)
1335 Engineering Inspections & 1% Approval Fee	(45,815)	(37,500)	8,315	(75,000)
1336 Fire Abatement Charges	220	0	(220)	(15,000)
1342 Food Licences	(1,127)	0	1,127	(48,146)
1351 Photocopy Charges	0	0	0	0
1354 Plumbing Application Fees	(73,904)	(69,543)	4,361	(139,087)
1357 Plumbing Inspection	(67,092)	(70,613)	(3,522)	(141,227)
1360 Amended Plan Fees	(1,792)	(3,000)	(1,209)	(6,000)
1363 Recreational Vehicle Income	(11,915)	(8,750)	3,165	(17,500)
1369 Building Administration Fee (0.1%)	(7,116)	0	7,116	0
1372 TBCITB Training Levy (0.2%)	(12,974)	0	12,974	0
1399 <b>User Fees Total</b>	<b>(326,729)</b>	<b>(318,593)</b>	<b>8,136</b>	<b>(670,104)</b>
1400 <b>Grants Operating</b>				
1405 Commonwealth Financial Assistance Grant	(134,392)	(353,590)	(219,198)	(2,662,262)
1410 Comm'th Grants & Subsidies	0	0	0	0
1415 State Grants & Subsidies	(7,123)	(137,158)	(130,035)	(289,178)



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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
1420 Other Grants & Subsidies	0	0	0	0
1430 Training Incentive Payment	0	0	0	0
1499 <b>Grants Operating Total</b>	<b>(141,515)</b>	<b>(490,748)</b>	<b>(349,232)</b>	<b>(2,951,440)</b>
1500 <b>Contributions Received</b>				
1505 Public Open Space Contributions	(121,514)	(25,000)	96,514	(50,000)
1506 Car Parking Cash in Lieu Contributions	0	(32,500)	(32,500)	(42,500)
1507 Subdiv Traffic Management Treatment Contributions	(18,591)	(25,000)	(6,409)	(25,000)
1510 Contributions Received Other	(105,500)	0	105,500	0
1549 <b>Contributions Received Total</b>	<b>(245,605)</b>	<b>(82,500)</b>	<b>163,105</b>	<b>(117,500)</b>
1550 <b>Interest</b>				
1560 Rates Interest Penalty	(61,057)	(58,000)	3,057	(115,000)
1565 Rates Interest Written Off	67	160	93	400
1570 Rates Legal Costs Recovered	(910)	(375)	535	(750)
1575 Interest Received Banks & Other	(164,286)	(110,409)	53,877	(668,214)
1599 <b>Interest Total</b>	<b>(226,186)</b>	<b>(168,624)</b>	<b>57,562</b>	<b>(783,564)</b>
1600 <b>Other Income</b>				
1605 Bad Debts Recovered	0	0	0	0
1610 Diesel Fuel Rebate	(12,765)	(11,108)	1,657	(26,660)
1615 Donations Received	0	0	0	0
1620 Hall Hire	(30,109)	(46,220)	(16,111)	(105,920)
1625 Lease/Rent Fees Received	(51,227)	(47,175)	4,052	(97,590)
1627 Lease Fees - Copping Tip	(81,130)	(80,703)	427	(120,343)
1630 Other Facility Hire	(75,030)	(60,592)	14,438	(166,327)
1635 Other Sundry Income	(89,831)	(1,000)	88,831	(2,000)
1637 Insurance Recoveries	(7,168)	0	7,168	0
1645 Vehicle FBT Recoveries	(20,337)	(24,154)	(3,817)	(48,308)
1655 Workers Compensation - Reimbursement	(11,977)	0	11,977	0
1656 Copping Public Cemetery Trust Net Income	(8,031)	0	8,031	0
1660 Grave Site Sales - Dunalley Hall	(2,248)	0	2,248	0
1662 Wheelie Bin Stabiliser Income	(1,284)	0	1,284	0
1689 <b>Other Income Total</b>	<b>(391,136)</b>	<b>(270,952)</b>	<b>120,184</b>	<b>(567,147)</b>
1690 <b>Investment Income from TasWater</b>				
1694 TasWater Interim Dividend	(162,000)	(162,000)	0	(324,000)
1699 <b>Investment Income from TasWater Total</b>	<b>(162,000)</b>	<b>(162,000)</b>	<b>0</b>	<b>(324,000)</b>
1999 <b>Recurrent Income Total</b>	<b>(19,843,829)</b>	<b>(19,706,377)</b>	<b>137,452</b>	<b>(23,972,219)</b>
2000 <b>Capital Income</b>				
2100 <b>Grants Capital</b>				
2105 Roads to Recovery Funding	(271,140)	(329,508)	(58,368)	(659,016)
2110 Comm'th Grants new or upgraded assets	(517,718)	(667,885)	(150,167)	(3,460,770)
2115 State Grants for new or upgraded assets	(470,968)	(574,000)	(103,032)	(2,805,500)
2120 Other Grants for new or upgraded assets	(18,893)	0	18,893	0
2199 <b>Grants Capital Total</b>	<b>(1,278,718)</b>	<b>(1,571,393)</b>	<b>(292,675)</b>	<b>(6,925,286)</b>
2200 <b>Contributions - Non-monetary Assets</b>				
2205 Developer Contributions for assets	(5,318,354)	0	5,318,354	0





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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
2299 <b>Contributions - Non-monetary Assets Total</b>	<b>(5,318,354)</b>	<b>0</b>	<b>5,318,354</b>	<b>0</b>
2300 <b>Net Gain/(Loss) on Disposal</b>				
2305 (Profit) / Loss on Disposal of Assets	36,199	0	(36,199)	0
2320 Recognition / De-recognition of Assets	0	0	0	0
2399 <b>Net (Gain) / Loss on Disposal Total</b>	<b>36,199</b>	<b>0</b>	<b>(36,199)</b>	<b>0</b>
2400 <b>Share of Interests in Joint Ventures</b>				
2410 Fair value adjustment - Investment in Associate	0	0	0	0
2420 Revenue from Investment in Associates	0	0	0	0
2499 <b>Share of Interests in Joint Ventures Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2899 <b>CAPITAL INCOME TOTAL</b>	<b>(6,560,874)</b>	<b>(1,571,393)</b>	<b>4,989,481</b>	<b>(6,925,286)</b>
2999 <b>TOTAL INCOME</b>	<b>(26,404,703)</b>	<b>(21,277,770)</b>	<b>5,126,933</b>	<b>(30,897,505)</b>
3000 <b>Expenses</b>				
3100 <b>Employee Benefits</b>				
3102 ADO Expense	23,001	27,490	4,489	59,621
3103 Annual Leave	257,939	261,006	3,066	547,642
3109 Conferences	1,375	2,000	625	5,000
3111 Drug and Alcohol Testing	570	1,800	1,230	3,000
3112 FBT Expenses - Gift Cards / Gifts	276	1,000	724	3,000
3114 FBT Expenses - Entertainment (FBT)	522	1,650	1,128	4,800
3115 Fringe Benefit Taxes	22,474	16,756	(5,718)	33,512
3118 Health and Well Being	1,703	2,000	297	4,000
3124 Long Service Leave	70,754	97,919	27,165	177,661
3127 Medicals	1,703	1,400	(303)	2,800
3139 Overheads Recovered	(29,116)	(31,637)	(2,521)	(68,681)
3145 Payroll Tax	127,999	161,097	33,099	342,689
3148 Protective Clothing & Accessories	22,779	18,000	(4,779)	28,900
3151 Recruitment Costs	9,510	0	(9,510)	0
3154 Salaries	2,471,034	2,528,264	57,230	5,546,375
3156 Salaries transferred to WIP	(92,273)	(83,255)	9,017	(180,739)
3163 Staff Training	22,015	35,574	13,559	71,148
3166 Superannuation - Council Contribution	368,970	410,435	41,465	884,328
3169 Temp Staff Employed Through Agency	0	0	0	0
3172 Travel and Accommodation	0	250	250	500
3175 Uniforms / Clothes Purchased	2,630	2,800	170	12,000
3181 Workers Compensation Expense Claims	255	0	(255)	0
3184 Workers Compensation Insurance	55,757	128,549	72,792	272,000
3199 <b>Employee Benefits Total</b>	<b>3,339,878</b>	<b>3,583,097</b>	<b>243,220</b>	<b>7,749,556</b>
3200 <b>Materials and Services</b>				
3201 Abandoned Cars & Dumped Rubbish Disposal Costs	3,228	2,500	(728)	5,000
3202 Advertising	34,773	38,294	3,521	88,371
3204 AWTS Maintenance Charge	660	750	90	1,500
3206 Cleaning	134,682	108,627	(26,055)	260,704
3208 Computer Hardware / Hardware Maintenance	10,558	7,100	(3,458)	14,200
3212 Computer Software Maint and Licenses	192,154	250,881	58,727	339,441



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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3214 Consultants Other	149,548	368,131	218,583	562,975
3216 Contractors	190,448	200,549	10,101	371,940
3218 Copping Tip Disposal Costs	0	0	0	0
3220 Mornington Park transfer station disposal costs	43,476	85,592	42,116	171,184
3221 Electronic Notices / Reminders	0	0	0	0
3222 Electricity	73,066	96,535	23,469	219,200
3223 Emergency Management	0	1,000	1,000	2,000
3224 Fire Hazard Reduction (Private Land)	0	0	0	9,000
3226 Fuel	110,906	112,089	1,183	269,013
3232 Internet, Telephone & Other Communication Charges	29,995	26,655	(3,340)	52,532
3234 Land Survey Costs	250	5,000	4,750	10,000
3236 Legal Fees (Advice etc)	41,323	53,000	11,677	106,000
3237 Line Marking - Transport Infrastructure	36,924	80,000	43,076	160,000
3241 Operating Capital	19,901	24,900	4,999	26,300
3244 Plant & Motor Vehicle Repairs & Services	65,433	71,146	5,714	142,293
3246 Plant Hire - External	5,521	19,928	14,407	42,028
3248 Plant Hire - Internal Usage	10,827	10,977	150	21,654
3250 Plant Hire Recovered	(34,112)	(31,977)	2,135	(62,654)
3252 Plant Registration Fees	39,504	39,494	(10)	39,494
3254 Printing	16,857	23,128	6,272	34,528
3256 Recycling Centres	63,516	69,098	5,582	165,834
3257 Recycling Hub	1,280	1,000	(280)	2,000
3258 Registrations, Licenses and Permits	2,267	4,222	1,955	4,222
3259 CEMETERY Repairs and Maintenance	71	1,000	929	4,000
3260 Repairs and Maintenance	759,740	959,060	199,320	1,924,996
3261 Road Kill Collection Fees	522	1,875	1,353	4,500
3262 Kerbside Green Waste Collection	100,687	117,689	17,002	282,454
3263 Kerbside Green Waste Disposal	24,471	31,205	6,735	74,893
3264 Kerbside Hard Waste Collection	104,956	101,641	(3,315)	203,281
3265 Kerbside Hard Waste Disposal	12,694	17,500	4,806	42,000
3266 Kerbside Recycling Collection	117,728	166,268	48,540	332,536
3267 Kerbside Recycling Disposal	79,879	73,887	(5,991)	177,330
3268 Kerbside Garbage Collection	234,610	301,712	67,101	603,424
3269 Kerbside Garbage Disposal	106,765	115,000	8,235	276,000
3270 Security	11,861	13,248	1,386	28,667
3273 Signage & Guide Posts	15,837	49,321	33,484	67,815
3276 Settlement Costs ONLY	0	2,500	2,500	5,000
3278 Stationery & Office Consumables	17,170	18,947	1,777	36,121
3279 Street Bin Collection Contract	90,280	102,609	12,329	288,873
3280 Tools/Equipment Expensed (under \$1,000)	7,075	11,350	4,275	20,900
3282 Tyres	16,932	8,024	(8,908)	16,049
3284 Valuation Expenses	26,300	20,833	(5,467)	50,000
3290 Water Charges (Works Order)	72,957	82,877	9,920	146,357
3292 Wheelie Bin Stabiliser Expenses	0	0	0	0





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

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3299 <b>Materials and Services Total</b>	<b>3,043,521</b>	<b>3,865,164</b>	<b>821,643</b>	<b>7,643,954</b>
3390 <b>Impairment of Debts</b>				
3399 <b>Impairment of Debts Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
3400 <b>Depreciation and Amortisation</b>				
3405 Depreciation Expense	2,868,156	3,056,645	188,489	6,063,454
3410 Amortisation Expense	4,482	9,281	4,798	18,410
3415 Amortisation Expense (Right of Use Asset)	0	0	0	8,032
3499 <b>Depreciation and Amortisation Total</b>	<b>2,872,639</b>	<b>3,065,926</b>	<b>193,288</b>	<b>6,089,896</b>
3500 <b>Finance Costs</b>				
3505 Interest on Loans	19,123	19,225	102	50,038
3515 Interest on Overdue Accounts	12	0	(12)	0
3521 Interest Expense (Lease Liability)	0	0	0	572
3599 <b>Finance Costs Total</b>	<b>19,135</b>	<b>19,225</b>	<b>90</b>	<b>50,610</b>
3600 <b>Other Expenses</b>				
3604 Audit Fees	27,600	29,000	1,400	60,500
3606 Audit Panel Expenses	3,500	3,500	0	7,000
3608 Bad & Doubtful Debts	0	0	0	0
3612 Bank Fees & Charges	20,669	19,098	(1,572)	38,195
3616 Bank Fees Recovered	(2,213)	(2,202)	11	(4,404)
3620 Cashiers Rounding Adjustments	19	12	(7)	25
3624 Commissions Paid	8,033	10,789	2,756	25,894
3636 Councillor Allowances	76,099	76,882	783	157,266
3640 Councillor Expenses	0	1,000	1,000	2,000
3644 Councillor Vehicle Allowance	2,470	2,800	330	5,600
3656 Deputy Mayors Allowance	8,032	8,114	83	16,598
3660 Dog Pound & Other Animal Management Expenses	3,797	4,000	203	6,000
3661 Dog Home & Vet Fees	849	500	(349)	1,000
3664 Donations and Section 77 Expenses	23,279	21,000	(2,279)	65,000
3668 Election Expenses	7,978	7,972	(5)	7,972
3672 Employee Sub, Licences and Memberships	97,010	77,039	(19,972)	102,724
3676 Functions & Programs	9,632	49,600	39,968	93,400
3680 Insurance Claims Related Expenses	13,135	1,500	(11,635)	3,000
3688 Food & Beverages	2,337	2,005	(331)	4,011
3692 General Insurance	158,639	120,604	(38,035)	120,604
3704 Government Fire Contributions	315,490	157,745	(157,745)	630,980
3712 Immunisations	340	500	160	3,500
3720 Land Tax	107,073	91,707	(15,366)	91,707
3724 Mayor's Allowance	21,138	21,355	218	43,683
3731 NRM Expenses	17,993	10,000	(7,993)	20,000
3732 Motor Vehicle Insurance	32,265	33,310	1,045	33,310
3736 Other roundings	4	12	9	25
3740 Other Sundry Expenses	46,124	2,805	(43,319)	5,610
3744 Photocopier Leases & Operating Costs	5,892	10,351	4,459	22,771
3748 Postage	19,715	25,124	5,409	55,780



## FOR COST CENTRE - All Cost Centres

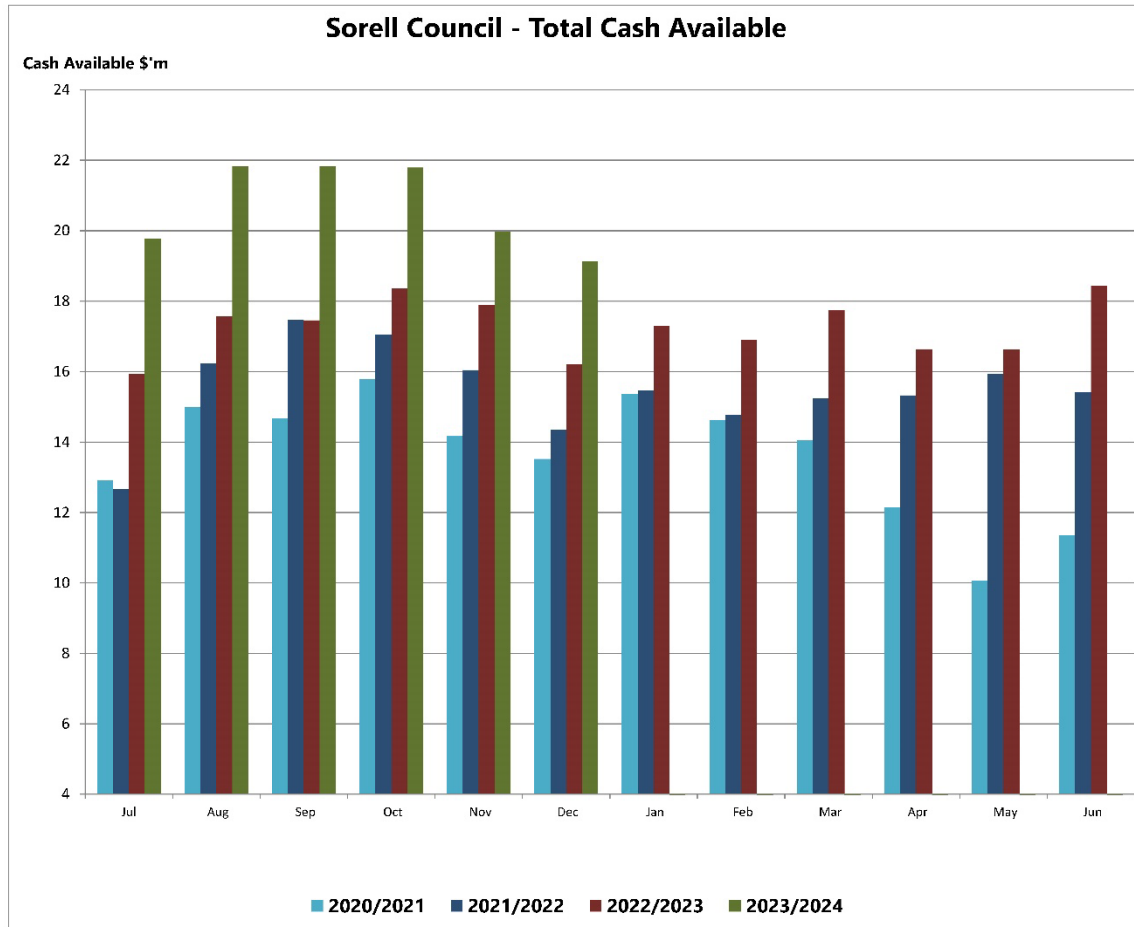
	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3752 Public Liability Insurance	110,488	126,695	16,207	126,695
3760 Reference Materials	0	500	500	1,500
3768 Sampling, Testing and Monitoring	336	1,000	664	12,500
3770 Storage Costs	721	535	(186)	1,284
3784 Contributions (SES)	25,000	25,000	0	25,000
3799 <b>Other Expenses Total</b>	<b>1,163,442</b>	<b>939,853</b>	<b>(223,588)</b>	<b>1,786,730</b>
3990 <b>EXPENSES TOTAL</b>	<b>10,438,614</b>	<b>11,473,266</b>	<b>1,034,652</b>	<b>23,320,746</b>
3995 <b>(SURPLUS)/DEFICIT</b>	<b>(15,966,089)</b>	<b>(9,804,504)</b>	<b>6,161,585</b>	<b>(7,576,759)</b>

Sorell Council - Cash on Hand as at 31 December 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	12 Month Term Deposit	9/08/2023	8/08/2024	\$ 1,564,001	5.20%
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	25/08/2023	23/08/2024	\$ 1,500,000	5.25%
ANZ Term Deposit	12 Month Term Deposit	28/06/2023	28/06/2024	\$ 1,500,000	5.21%
CBA Term Deposit	12 Month Term Deposit	21/08/2023	20/08/2024	\$ 2,000,000	5.53%
CBA Term Deposit	6 Month Term Deposit	21/08/2023	19/02/2024	\$ 2,000,000	5.37%
CBA Term Deposit	12 Month Term Deposit	1/02/2023	1/02/2024	\$ 1,000,000	4.60%
CBA Investment Account	At Call			\$ 3,519,943	4.35%
CBA Special Purpose Account	At Call			\$ 2,489,333	4.35%
CBA Operating Account	Current			\$ 618,867	4.30%
Tascorp Investment	24 Hour Call			\$ 39,799	4.35%
Various Petty Cash and Floats	In house			\$ 1,601	N/A
Various Halls Bank Balances				\$ 26,305	N/A
<b>Total Funds Available</b>				<b>\$ 19,118,821</b>	

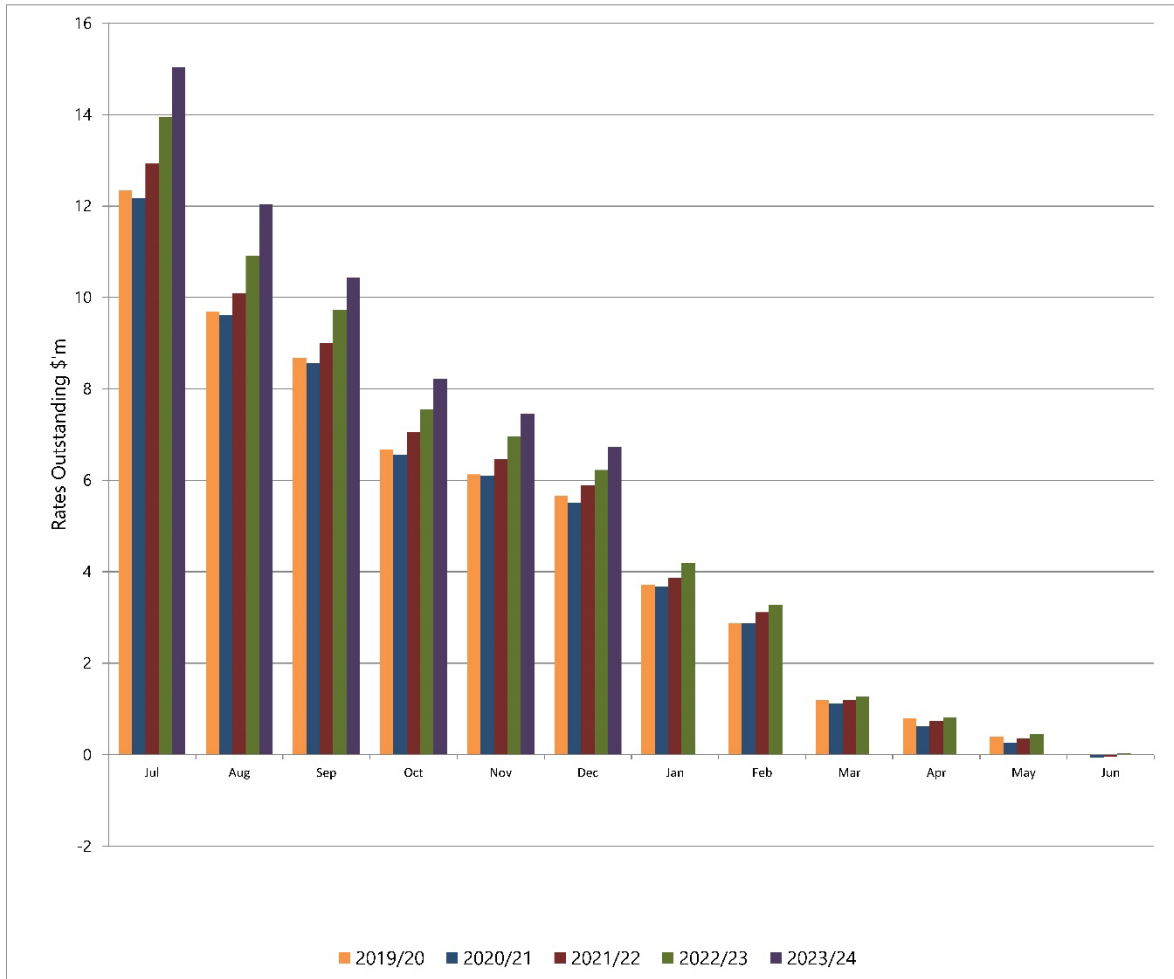
The above investments have been made in accordance with Sorell Council's Investment Policy (Resolution Number 84/2019).



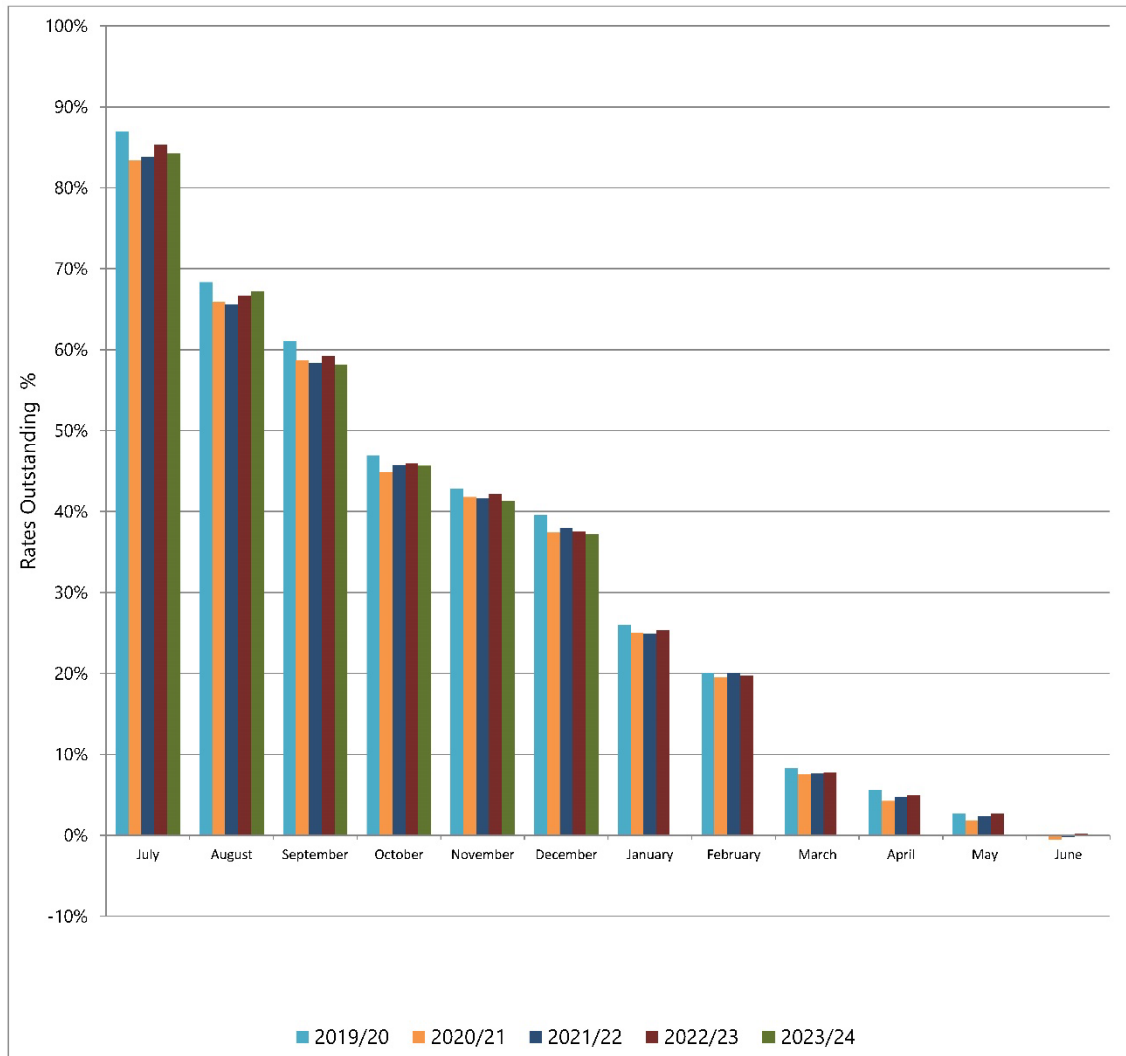
**SORELL COUNCIL  
TOTAL CASH AVAILABLE**



### SORELL COUNCIL OUTSTANDING RATES BY MONTH



## SORELL COUNCIL OUTSTANDING RATES BY MONTH



**GRANT VARIANCE ANALYSIS - 31 December 2023**

Grant Details	Budget	Actual	Variance	Comments
<b>GL 1415 Grants Operating - State Grants &amp; Subsidies</b>				
Tracks n Trails	\$ 20,000	\$ -	-\$ 20,000	The projects commencement date has been delayed.
SRRS - Sealed Roads RF	\$ 63,015	\$ -	-\$ 63,015	The projects commencement date has been delayed.
SRRS - Unsealed Roads RF	\$ 53,143	\$ -	-\$ 53,143	The projects commencement date has been delayed.
Immunisations	\$ 1,000	\$ 1,428	\$ 428	Project completed.
NRM Patterson's Curse Eradication	\$ -	\$ 5,695	\$ 5,695	This is budgeted in June 2024. The variance reported is due to project timing.
	<u>\$ 137,158</u>	<u>\$ 7,123</u>	<u>-\$ 130,035</u>	
<b>GL 2110 Grants Capital - Commonwealth Grants</b>				
C-23-B-002 BEST/SE Jobs Hub & Training Facility	\$ -	\$ 41,532	\$ 41,532	This is budgeted Jan-June 2024. The variance reported is due to project timing.
C-24-S-CERMP-A/B/C Southern Beaches, Coastal & Estuarine Risk Mitigation Project	\$ 280,487	\$ -	-\$ 280,487	Grant deed received after budget. Budget to be adjusted to State Grant in MYBR. Actuals refer to below.
C-23-LI-008 Sorell Streetscape Upgrade LRCI Stage 3	\$ 193,750	\$ 279,186	\$ 85,436	This is budgeted quarterly. The variance reported is due to project timing.
C-24-B-005 Sorell Carriage Shed & C-24-LI-005 Sorell Streetscape Upgrade LRCI Stage 4	\$ 193,648	\$ -	-\$ 193,648	The projects commencement date has been delayed.
C-23-S-003 Devenish Drive	\$ -	\$ 197,000	\$ 197,000	Unbudgeted 2023/2024.
	<u>\$ 667,885</u>	<u>\$ 517,718</u>	<u>-\$ 150,167</u>	

## 16.2 2023-2024 CAPITAL BUDGET ADJUSTMENTS

### RECOMMENDATION

"That Council resolve pursuant to Section 82 of the Local Government Act 1993 to accept and adopt the below adjustments to the 2023/2024 Capital Budget estimates."

Capital expenditure to the end of December 2023 is \$6,265,420 (as per Capital Works Budget run on 4 January 2024).

The following Capital Budget adjustment has been requested in January 2024.

Below is a summary of the requested adjustment.

Original Budget approved in June 2023 Council meeting	\$18,037,243
Budget approved in November 2023 Council meeting	\$14,661,702
Budget adjustments requested for approval in January 2024 Council meeting:	
Total adjustments on capital jobs with variances of over 10%	-
Total adjustments on completed capital jobs with variances of over 10%	-
Total adjustments on new capital jobs	\$511,296



Budget requested for approval in January 2024 Council meeting	\$15,172,998
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Below is a detailed explanation of the requested adjustment.

The following capital job adjustment has been requested because it does not have an approved budget but has expected expenditure in the 2023/2024 financial year:

Job Name and No.	Approved Budget	Adjusted Budget
C-24-P-008 Green Waste Bins		
<b>Total Adjustments</b>	<b>\$0</b>	<b>\$511,296</b>

- C-24-P-008 Green Waste Bins – 7,600 new 240L green waste wheelie bins are required to be purchased, as part of the new waste collection contract.

#### ATTACHMENTS

- Capital Works Budget for the period ending 31 December 2023 (Pages 10)

STEPHANIE PERRY  
MANAGER FINANCE

SALLY FANG  
ACCOUNTANT

Date: 9 January 2024  
Attachments (10 pages)



5/01/2024	<b>SORELL COUNCIL</b> <b>CAPITAL WORKS BUDGET FOR 2023/2024</b>						
Number	Location	Job No.	Detailed Description	Original Approved Budget 2023/2024	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>RECONSTRUCTION (ROADS)</b>							
1	Carlton, Eularminner Street	C-24-T-001	New unsealed pavement to access #22, 24, 29. No provision for tree removal or drainage and no stormwater network to connect to.			\$ -	\$ -
<b>TOTAL Reconstruction (ROADS) 2023/24</b>				<b>\$ 70,000</b>	<b>\$ 70,000</b>		
<b>CARRY OVERS - RECONSTRUCTION (ROADS)</b>							
2	Sorell, CAC Access Road	C-23-T-001	Emergency vehicle egress and pedestrian access only			\$ 91,801	\$ -
3	Marion Bay, Bay Road	C-23-T-002	Road works associated with stormwater upgrade.			\$ -	\$ -
4	Nugent, Nugent Road	C-23-T-004	Chip seal and lime stabilisation (2 segments).			\$ 374,002	\$ 452,405
5	Wattle Hill, Nugent Road	C-23-T-005	Lime stabilise, 100mm base, drainage and 14/7 seal.			\$ 1,371,289	\$ -
6	Primrose Sands, Primrose Sands Road and Grevillea Street	C-23-T-006	Design and reconstruction. Primrose Sands Road with AC surface and Grevillea Street with chip seal surface.			\$ 17,747	\$ -
7	Marion Bay, Bay Road	C-23-T-010	Reconstruction and chip seal surface.			\$ 1,424	\$ 33,000
8	Bream Creek, Marion Bay Road	C-23-T-052	Emergency reconstruction - commences opposite #48 driveway.			\$ 33,540	\$ 8,630
9	Pawleena, Pawleena Road	C-22-T-007	Reconstruct and 2 coat seal 14/7.			\$ 930,401	\$ 83,225
10	Forcett, 532 Wiggins Road	C-24-T-037	Road widening (SRRP grant).			\$ 346	\$ -
<b>TOTAL Carry Overs - Reconstruction (Roads)</b>				<b>\$ 4,397,940</b>	<b>\$ 5,349,503</b>		
<b>RESHEETING</b>							
11	Boomer Bay, Boomer Road	C-24-T-002	4 segments resheet, 100mm new gravel.			\$ 77,884	\$ -
12	Bream Creek, Bream Creek Road	C-24-T-003	10 segments resheet, 100mm new gravel.			\$ 180,582	\$ -
13	Bream Creek, Burnt Hill Road	C-24-T-004	6 Segments resheet, 100mm new gravel, plus drain work.			\$ 115,898	\$ -
14	Bream Creek, Townsend Lane	C-24-T-005	1 Segment resheet, 100mm new gravel.			\$ 10,832	\$ -
15	Carlton River, Erle Street West	C-24-T-006	1 Segment resheet, 100mm new gravel.			\$ 10,231	\$ -
16	Copping, Marston Lane	C-24-T-007	2 Segments resheet, 100mm new gravel.			\$ 18,451	\$ -
17	Forcett, Delmore Road	C-24-T-008	13 segments resheet, 100mm new gravel.			\$ 162,397	\$ -
18	Forcett, White Hills Road	C-24-T-009	6 Segments resheet, 100mm new gravel.			\$ -	\$ -
19	Kellevie, Kellevie Road	C-24-T-010	5 Segments resheet, 100mm new gravel.			\$ 115,545	\$ -
20	Nugent, Nugent Road	C-24-T-011	6 Segments resheet, 100mm new gravel.			\$ 76,167	\$ -
21	Orielton, Tullamore Road	C-24-T-012	4 segments resheet, 100mm new gravel.			\$ 50,184	\$ -
22	Wattle Hill, Shrub End Road	C-24-T-013	3 Segments resheet, 100mm new gravel.			\$ 48,082	\$ -
<b>TOTAL Resheeting 2023/24</b>				<b>\$ 1,284,200</b>	<b>\$ 950,000</b>		





5/01/2024	<b>SORELL COUNCIL</b> <b>CAPITAL WORKS BUDGET FOR 2023/2024</b>						
Number	Location	Job No.	Detailed Description	Original Approved Budget 2023/2024	Adjusted Budget Approved by Council	This Financial year	Commitments
	<b>RESEALS</b>						
23	Dodges Ferry, Mongana Street and Signal Hill Road	C-24-T-014	7 segments , 2 coat reseal, plus prep work (Mongana Street end with asphalt at intersection of Carlton Beach Road).			\$ 6,553	\$ -
24	Dodges Ferry, Chaffey's Drive	C-24-T-015	1 segment, 2 coat reseal, plus prep work and asphalt turning head.			\$ 430	\$ -
25	Dodges Ferry, Hilltop Place	C-24-T-016	2 segments, 2 coat reseal, plus prep work and asphalt turning circle.			\$ 2,662	\$ -
26	Forcett, Malwood Place	C-24-T-017	2 segments, 2 coat reseal, plus prep work and asphalt turning circle.			\$ 776	\$ -
27	Forcett, Moorpark Court and Cherry Court	C-24-T-018	4 segments, 2 coat reseal, plus prep work and asphalt turning circle.			\$ 30,768	\$ -
28	Forcett, Riverdown Court	C-24-T-019	3 segments , 2 coat reseal, plus prep work and asphalt turning circle.			\$ -	\$ -
29	Midway Point, Darwin Street	C-24-T-020	2 segments, asphalt reseal, plus prep work.			\$ -	\$ -
30	Midway Point, Raynor Road	C-24-T-021	2 segments, asphalt reseal, plus prep work.			\$ -	\$ -
31	Midway Point, Yacht Club Access	C-24-T-022	1 segments, asphalt reseal, plus prep work.			\$ 7,776	\$ -
32	Midway Point, View Street and Wellington Parade	C-24-T-023	4 segments, asphalt reseal, plus prep work.			\$ -	\$ -
33	Sorell, The Circle and Frederick Street	C-24-T-024	5 segments, asphalt reseal, plus prep work.			\$ -	\$ -
34	Carlton, Hardner Court	C-24-T-025	3 segments, 2 coat reseal, plus significant prep work.			\$ 4,787	\$ -
35	Dodges Ferry, Dodges Hill Road and Bracken Court	C-24-T-028	3 segments, 2 coat reseal, plus prep work.			\$ 9,517	\$ -
36	Dodges Ferry, Moomere Street	C-24-T-029	5 segments, 2 coat reseal, plus prep work.			\$ 1,445	\$ -
	<b>TOTAL Reseals 2023/24</b>			<b>\$ 832,256</b>	<b>\$ 700,000</b>		



5/01/2024	<b>SORELL COUNCIL</b> <b>CAPITAL WORKS BUDGET FOR 2023/2024</b>						
Number	Location	Job No.	Detailed Description	Original Approved Budget 2023/2024	Adjusted Budget Approved by Council	This Financial year	Commitments
	<b>CARPARKS</b>				\$ -		
37	Dodges Ferry, Payeena Street	C-24-T-030	DESIGN ONLY - near Carlton Beach Rd junction - formalise verge parking (seal, line mark, drain). Construct in 2024/25, in the FMS.			\$ 3,100	\$ -
	<b>TOTAL Carparks 2023/24</b>			<b>\$ 15,000</b>	<b>\$ 24,500</b>		
	<b>STORMWATER</b>						
38	Carlton, Provence Drive	C-24-S-001	Asphalt spoon drain for 250 metres.			\$ -	\$ -
39	Carlton River, Reardons Road	C-24-S-002	Culvert pipe installation under road.			\$ -	\$ -
40	Municipality - Various	C-24-S-003	Reactive minor jobs that can be capitalised (replacement only).			\$ -	\$ -
41	Forcett, Pendell Drive	C-24-S-003-A	Realign culvert pipes Pendell Drive Forcett			\$ 10,764	\$ -
42	Carlton, Arlenar Street	C-24-S-003-B	Arlenar Street Outfall			\$ 8,947	\$ -
43	Penna, Penna Road	C-24-S-003-C	Penna Road Box Culvert Extension BC100062			\$ 2,276	\$ -
44	Municipality - Various	C-24-S-004	Grate replacement - various roads.			\$ -	\$ -
45	Dodges Ferry, Three Street	C-24-S-005	Provision for initial stage of works to address property impacts.			\$ -	\$ -
46	Sorell, Main Road	C-24-S-006	Stormwater Pipe & Pit (upgrade)			\$ -	\$ -
47	Nugent, Nugent Road	C-24-S-010	Nugent Road Culvert Replacements - Wattle Hill. 3 culverts need to be replaced.			\$ 39,136	\$ -
	<b>TOTAL Stormwater 2023/24</b>			<b>\$ 230,367</b>	<b>\$ 257,003</b>		



5/01/2024	<b>SORELL COUNCIL</b> <b>CAPITAL WORKS BUDGET FOR 2023/2024</b>						
Number	Location	Job No.	Detailed Description	Original Approved Budget 2023/2024	Adjusted Budget Approved by Council	This Financial year	Commitments
	<b>CARRY OVERS - STORMWATER</b>						
48	Dodges Ferry, Parnella Road	C-23-S-001	Road sheet flow control - Part 1 - #37/39 to #21 and Part 2 - Warrentena Road Reserve to #7.			\$ -	\$ -
49	Marion Bay, Bay Road and Marion Bay Road	C-23-S-002	Upgrade road culvert capacities with 1050 and 375, wingwalls and re-direct Bay Road culvert.			\$ -	\$ -
50	Sorell, Devenish Drive to CAC	C-23-S-003	SSMP stage 2, open channel and road culvert.			\$ 274,823	\$ -
51	Nugent, Nugent Road	C-23-S-006	Extension to twin 600 culverts - design & emergency culvert replacement.			\$ 363,007	\$ -
52	Primrose Sands, 17 Robinia Street and 5 Rowan Avenue	C-23-S-008	Kerb and channel, pit and pipe.			\$ -	\$ -
53	Orielton, Branders Road	C-23-S-013	Culvert under road and table drain.			\$ 24,489	\$ -
54	Carlton, Shamrock Court	C-23-S-015	Stormwater outfall remediation.			\$ -	\$ -
55	Lewisham, Whitlam Court	C-24-S-007	Stormwater upgrade design + construction.			\$ -	\$ -
56	Carlton, Erie Street	C-24-S-008	Stormwater upgrade.			\$ 6,100	\$ -
57	Dodges Ferry, Seventh Avenue	C-24-S-009	Installation of box culvert.			\$ 7,798	\$ -
58	Dodges Ferry, Lateena Street	C-22-S-010	Outfall upgrade on PWS foreshore - renewal replacing the failed section of stormwater pipe.			\$ 22,267	\$ -
59	Dodges Ferry, Kannah Street	C-21-S-009	Stormwater upgrade projects - improved infrastructure and reduce the risk of flooding			\$ 3,920	\$ -
60	Southern Beaches, Coastal & Estuarine Risk Mitigation Project (CERP Grant) - COASTAL OUTFALLS	C-24-S-CERP-A	Upgrade stormwater and outfalls, rehabilitation, protection coastal estuary, weed control, improve ecological and hydrological study (CERP). COASTAL OUTFALLS			\$ 48,275	\$ -
61	Southern Beaches, Coastal & Estuarine Risk Mitigation Project (CERP Grant) - BLUE LAGOON	C-24-S-CERP-B	Upgrade stormwater and outfalls, rehabilitation, protection coastal estuary, weed control, improve ecological and hydrological study (CERP). BLUE LAGOON			\$ 1,398	\$ -
62	Southern Beaches, Coastal & Estuarine Risk Mitigation Project (CERP Grant) - CARLTON ESTUARY	C-24-S-CERP-C	Upgrade stormwater and outfalls, rehabilitation, protection coastal estuary, weed control, improve ecological and hydrological study (CERP). CARLTON ESTUARY			\$ -	\$ 8,473
	<b>TOTAL Carry Overs - Stormwater</b>			<b>\$ 2,624,177</b>	<b>\$ 2,281,222</b>		



5/01/2024	<b>SORELL COUNCIL</b> <b>CAPITAL WORKS BUDGET FOR 2023/2024</b>						
Number	Location	Job No.	Detailed Description	Original Approved Budget 2023/2024	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>FOOTPATHS &amp; KERBS</b>							
63	Carlton, Carlton Beach Road	C-24-T-031	Renewal of footpath from Park Beach access to East Street - 1.3m asphalt.			\$ -	\$ -
64	Midway Point, Brady Street	C-24-T-032	Renewal of footpath - 1.3m concrete (note: the width likely can't be anymore without having push kerb out).			\$ -	\$ -
65	Midway Point, Midway Street	C-24-T-033	Renewal of footpath from Reynolds Road to Flyway Park - 1.3m concrete.			\$ -	\$ -
66	Midway Point, Reynolds Road	C-24-T-034	Lot 101 Reynolds Road - 2 no. kerb ramps.			\$ -	\$ -
67	Carlton, Carlton River Road	C-24-T-035	Path and guard rail from bus stop to Gate Five Road.			\$ 584	\$ -
68	Midway Point, Suncrest Street	C-24-T-036	Renewal of footpath - 1.5m concrete, to access the bus stop and Midway Point Neighbourhood House (includes 5 x Kerb ramps and stormwater lids).			\$ -	\$ -
<b>TOTAL Footpaths &amp; Kerbs 2023/24</b>				<b>\$ 444,500</b>	<b>\$ 444,500</b>		
<b>CARRY OVERS - FOOTPATHS &amp; KERBS</b>							
69	Lewisham, Lewisham Scenic Drive	C-22-T-027	Asphalt footpath renewal between Gregory and Hurst Street.			\$ 29,136	\$ 193,331
70	Sorell	C-22-T-036	Rotary Club bus shelters.			\$ 2,588	\$ -
71	Dodges Ferry, Parnella Road	C-23-T-003	New kerb and channel assets to existing chip seal road. Works associated with stormwater upgrade.			\$ -	\$ -
72	Dodges Ferry, Junction Street	C-23-T-046	Asphalt footpath renewal. Renewal of footpath from Carlton Beach Road to Bingham Street- 1.5m asphalt.			\$ -	\$ -
73	Sorell, Valley View Close	C-23-T-048	Renewal of footpath - 1.5m asphalt			\$ 139,951	\$ -
74	Penna, Penna Road	C-23-T-050	Renewal of footpath from Reynolds Road to San Francisco Street - 1.4 - 1.8m concrete.			\$ 870	\$ -
75	Sorell, Hub footpath replacement	C-23-T-051	PW102500 - replace bitumen footpath with concrete at existing width			\$ 4,845	\$ -
<b>TOTAL Carry Overs - Footpaths &amp; Kerbs</b>				<b>\$ 801,231</b>	<b>\$ 488,388</b>		
<b>OTHER TRANSPORT</b>							
76	Dodges Ferry, Webb Street	C-24-T-038	DSG Infrastructure Tasmania Division: Recommendation: to install chevron alignment markers to highlight the cure to westbound motorists.			-	-
77	Nugent, Nugent Road	C-24-T-026	Installation of 220 metre guardrail, west of Sunny Side Bridge.			\$ -	\$ -
<b>TOTAL Other Transport 2023/24</b>				<b>\$ 45,000</b>	<b>\$ 85,000</b>		



5/01/2024	<b>SORELL COUNCIL</b> <b>CAPITAL WORKS BUDGET FOR 2023/2024</b>						
Number	Location	Job No.	Detailed Description	Original Approved Budget 2023/2024	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>BUILDINGS</b>							
78	Sorell, Sorell Memorial Hall	C-24-B-001	Replacement of operating flag poles x 2 (supply, delivery and installation).			\$ -	\$ -
79	Sorell, Sorell Memorial Hall	C-24-B-002	Extension for Historical Society storage, including change rooms and toilets.			\$ 2,842	\$ -
80	Sorell, Pembroke Park Stadium	C-24-B-003	Scoreboard addition for basketball scoring / fouls - mandatory for Chargers games and allowance for TV screen(s).			\$ -	\$ -
81	Sorell, Pembroke Park Stadium (Function Room)	C-24-B-004	Acoustics installation.			\$ -	\$ -
82	Sorell, Carriage Shed	C-24-B-005	Mandatory features for occupancy, including glass entrance, plus design, brackets, project management fees and site surrounds.			\$ 5,272	\$ 5,168
83	Carlton Beach, Carlton Park SLSC	C-24-B-006	Carlton Park Surf Life Saving Club Wheel Chair Enclosure			\$ 11,099	\$ -
<b>TOTAL Buildings 2023/24</b>				<b>\$ 712,490</b>	<b>\$ 271,546</b>		
<b>CARRY OVERS - BUILDINGS</b>							
84	Sorell (CAC), BEST / SE Jobs Hub & Training Facility	C-23-B-002	BEST / SE Jobs Hub & Training Facility.			\$ 5,043	\$ -
85	Sorell, Pembroke Park	C-23-PP-CHANGEROOMS	Scope and design to re-purpose old change rooms - for building surveyor/structural engineer to assess the building structure and advise regarding works for 2024/25.			\$ -	\$ -
86	Sorell, Pembroke Park Stadium	C-20-PEMPARK-STADIUM	Pembroke Park Stadium - \$0 Budget for 23/24 FY (included in report for reconciliation purposes)			\$ 2,541	\$ -
87	Sorell, Pemboke Park Function Centre	C-23-B-001	Pembroke Park Function Centre - \$0 Budget for 23/24 FY (included in report for reconciliation purposes)			\$ 8,252	\$ -
<b>Total Carry Overs - Buildings</b>				<b>\$ 2,870,000</b>	<b>\$ 214,541</b>		
<b>PLANT &amp; EQUIPMENT</b>							
88	CAC & Depot	C-24-P-001	Light fleet replacement.			\$ -	\$ -
89	Depot	C-24-P-002	Metro count traffic counter. RoadPod VT 5900, including RC and metro count USB communications cable (1.8m).			\$ 19,732	\$ -
90	Depot	C-24-P-003	Truck to replace Hino D62FK (HF-XX-013) [FPE119680], including tool boxes, roof mounted VMS/arrow board and crane attachment.			\$ -	\$ 123,660
91	Depot	C-24-P-004	Vehicle radio installation.			\$ -	\$ -
92	Depot	C-24-P-005	Roller 12 Tonne Dynapac CA3500D (smoot drum roller), to replace Bomag 7 tonne roller.			\$ 173,890	\$ -
93	Depot	C-24-P-006	Scarifier - grader attachment. Grader attachment for more efficiency in unsealed pothole break up.			\$ -	\$ -
94	Depot	C-24-P-007	Roller Trailer			\$ 6,602	\$ -
95	CAC	C-24-P-008	Green Waste Bins			\$ -	
<b>TOTAL Plant &amp; Equipment 2023/24</b>				<b>\$ 473,405</b>	<b>\$ 494,892</b>		



5/01/2024	<b>SORELL COUNCIL</b> <b>CAPITAL WORKS BUDGET FOR 2023/2024</b>						
Number	Location	Job No.	Detailed Description	Original Approved Budget 2023/2024	Adjusted Budget Approved by Council	This Financial year	Commitments
	<b>CARRY OVERS - PLANT &amp; EQUIPMENT</b>						
96	CAC	C-23-P-001	Light fleet replacement - 1x DMAX ute remaining (Dec 23 expected delivery).			\$ 94,039	\$ -
97	Depot	C-23-P-003	Truck to replace DAF (C16LE) (HF-XX-007) - Roads.			\$ -	\$ 162,232
	<b>TOTAL Carry Overs - Plant &amp; Equipment</b>			<b>\$ 227,058</b>	<b>\$ 267,604</b>		
	<b>IT</b>						
98	CAC	C-24-IT-001	PC and monitor renewal project for all staff (excluding the engineering department).			\$ -	\$ -
99	CAC, Depot, & Midway Point	C-24-IT-002	Security system integration renewal - scoping and design only.			\$ -	\$ -
	<b>TOTAL IT 2023/24</b>			<b>\$ 160,000</b>	<b>\$ 160,000</b>		
	<b>CARRY OVERS - IT</b>						
100	CAC	C-23-IT-001	Fibre connection & hardware to Emergency Hub (for the purpose of CCTV footage direct to the Police).			\$ -	\$ -
	<b>TOTAL Carry Overs - IT</b>			<b>\$ 5,000</b>	<b>\$ -</b>		
	<b>LAND</b>						
	<b>CARRY OVERS - LAND</b>						
101	Pawleena, Pawleena Road and Arthur Highway roundabout	C-24-LA-001	Acquisition costs.			\$ 19,410	\$ -
	<b>TOTAL Carry Overs - Land</b>			<b>\$ 51,062</b>	<b>\$ 51,062</b>		



5/01/2024	<b>SORELL COUNCIL</b> <b>CAPITAL WORKS BUDGET FOR 2023/2024</b>						
Number	Location	Job No.	Detailed Description	Original Approved Budget 2023/2024	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>LAND IMPROVEMENTS (PARKS &amp; RESERVES)</b>							
102	Dodges Ferry, Recreation Ground	C-24-LI-001	Cricket pitch renewal.			\$ 35,647	\$ -
103	Primrose Sands, Primrose Sands Hall	C-24-LI-002	Additional BBQ and shelter or extra playground equipment with re-aligned fencing.			\$ -	\$ -
104	Penna, Penna Beach	C-24-LI-003	Gravel path extension. 430 metre link track at 1.5 - 2.0 metre wide across TW land to existing car park track including bridge.			\$ -	\$ -
105	Sorell, Miena Park	C-24-LI-004	250m link track at 1.5 metre wide behind Chromy Sub as Stage 1.			\$ -	\$ -
106	Sorell	C-24-LI-005	Streetscape upgrades. Stage 4 (a).			\$ -	\$ -
107	Sorell, Pembroke Park	C-24-LI-006	Little Athletics, jump pit run ups (renewal).			\$ 5,625	\$ -
108	Sorell, Pembroke Park	C-24-LI-007	Netball courts, additional portable outdoor seating.			\$ 5,775	\$ 5,775
109	Dunalley, Imlay Street Park	C-24-LI-008	Fencing (complete replacement - needs to be marine suitable).			\$ -	\$ -
110	Municipality - Various	C-24-LI-009	Reactive minor jobs that can be capitalised (replacement only), including bins, benches, planter boxes, seating.			\$ -	\$ -
111	Dodges Ferry, Tigerhead Boat Park	C-24-LI-010	Playground shade sail at Tigerhead Boat Park.			\$ -	\$ -
112	Sorell, Pembroke Park	C-24-LI-011	Irrigation. TW conformance upgrade required - new backflow prevention device - high hazard.			\$ -	\$ -
113	Municipality - Various	C-24-T-027	Signs for suburb entrances.			\$ -	\$ -
114	Sorell, Pawleena Park	C-24-LI-012	Pawleena Park Fencing			\$ 13,536	\$ -
<b>TOTAL Land Improvements (Parks &amp; Reserves) 2023/24</b>				<b>\$ 585,832</b>	<b>\$ 355,499</b>		



5/01/2024	<b>SORELL COUNCIL</b> <b>CAPITAL WORKS BUDGET FOR 2023/2024</b>						
Number	Location	Job No.	Detailed Description	Original Approved Budget 2023/2024	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>CARRY OVERS - LAND IMPROVEMENTS (PARKS &amp; RESERVES)</b>							
115	Dodges Ferry, Red Ochre Beach	C-23-LI-001	Foreshore access steps (requires long term PWS lease with road maintenance).			\$ 273	\$ -
116	Primrose Sands, Tamarix Road	C-23-LI-002	Gravel path at 1.5 metre wide x 580 metre length. Nerine Street to Carlton Bluff Road.			\$ 1,001	\$ -
117	Sorell, Railway Line Reserve to Devenish Drive	C-23-LI-003	Gravel path at 2.0 metre wide - CAC concrete stormwater culvert to Devenish Drive (works tied in with stormwater upgrade, including fence along drain).			\$ 116,850	\$ -
118	Sorell, Railway Line Reserve to Dubs & Co	C-23-LI-004	Gravel path at 2.0 metre wide - CAC concrete stormwater culvert to Dubs & Co access road (works tied in with stormwater upgrade).			\$ 500	\$ -
119	Sorell, Pembroke Park	C-23-LI-005	BMX facility (club to provide start gates/timing/light poles x 6)			\$ 698,826	\$ 426,426
120	Sorell, Sorell Memorial Hall	C-23-LI-007	RSL memorial wall.			\$ -	\$ -
121	Sorell	C-23-LI-008	Streetscape upgrades. Stage 3 - sign intersection and other sites.			\$ 281,341	\$ 4,897
122	Sorell, 12 Tarbook Court	C-23-LI-017	Boundary adjustment and new fence in Tarbook Court.			\$ 70	\$ 7,100
123	Sorell, Pembroke Park	C-22-LI-005	Soccer field dugouts installation.			\$ 56	\$ -
<b>TOTAL Carry Overs - Land Improvements (Parks &amp; Reserves)</b>				<b>\$ 1,992,725</b>	<b>\$ 2,031,442</b>		
<b>PRELIMINARY WORK IN 2023/24</b>				<b>-</b>			
124	Carlton, Carlton River Road	C-24-PRELIM-CRRD	Design only - Carlton River Road reconstruction.			\$ -	\$ -
125	Connellys Marsh, Fulham Road	C-24-PRELIM-FULHAM	Design only - Fulham Road reconstruction or lime stabilize at Connellys Marsh intersection.			\$ -	\$ -
126	Dodges Ferry, Pearl Court	C-24-PRELIM-PEARL	Design only - Chip seal and lime stabilisation and stormwater culvert.			\$ -	\$ -
127	Forcett, White Hill Road	C-24-PRELIM-WHRD	Investigation and pavement design only - lime stabilisation and reseal of White Hill Road dust seals and Delmore Road - White Hill Rd Intersection.			\$ -	\$ -
<b>TOTAL PRELIMINARY WORK 2023/24</b>				<b>\$ 80,000</b>	<b>\$ 30,000</b>		





5/01/2024	<b>SORELL COUNCIL</b> <b>CAPITAL WORKS BUDGET FOR 2023/2024</b>						
Number	Location	Job No.	Detailed Description	Original Approved Budget 2023/2024	Adjusted Budget Approved by Council	This Financial year	Commitments
	<b>CARRY OVERS - PRELIMINARY WORK</b>						
128	Orielton, Allambie Road	C-24-PRELIM-ALLAMBIE	Reconstruction with chip seal surface, design only.			\$ 7,253	\$ -
129	Primrose Sands, Oak Street	C-24-PRELIM-OAK	Reconstruction with chip seal surface, design only.			\$ 4,154	\$ -
130	Dunalley, Franklin Street	C-24-PRELIM-FRANKLIN	Reconstruction with chip seal surface (design only).			\$ -	\$ -
131	Sorell, Brinktop Road	C-24-PRELIM-BRINKTOP	Preliminary reseal between the highway and Penna Road done in 2022/23 for 2023/24. For 2023/24 - 6 segments asphalt reseal, plus pep work. Further investigation of continuing pavement failures and profile issues proposes spray seal as alternative. Sub base rectification costs TBC & subject to design/survey.			\$ -	\$ -
132	Dodges Ferry, Jacobs Court	C-24-PRELIM-JACOBS	Design to cross 14 SH Road in 23/24 and complete connection in 24/25 FY.			\$ -	\$ -
	<b>TOTAL Carry Overs - Preliminary Work</b>			<b>\$ 135,000</b>	<b>\$ 135,000</b>		
			<b>Total 2022/23 Capital Jobs Carried Over to 2023/24</b>	<b>\$ 13,104,193</b>	<b>\$ 10,818,762</b>		
			<b>Total 2023/24 New Jobs</b>	<b>\$ 4,933,050</b>	<b>\$ 3,842,939</b>		
			<b>TOTAL 2023/24 CAPITAL BUDGET</b>	<b>\$ 18,037,243</b>	<b>\$ 14,661,702</b>	<b>\$ 6,265,420</b>	<b>\$ 1,514,322</b>



**17.0 PLANNING**

Nil Reports.

**18.0 HEALTH AND COMPLIANCE**

Nil Reports.

**19.0 ROADS AND STORMWATER**

Nil Reports.

**20.0 FACILITIES AND RECREATION**

Nil Reports.

**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.

**21.1 PUBLIC QUESTIONS ON NOTICE**

The below question on notice was received from Greg Brimfield of Primrose Sands:

Shipping containers on property –

A resident raised concern over location of containers on an adjoining property and non-compliance to set-backs. This was raised at August 2022 meeting. RH advised he had followed up with Permit Authority and Planning staff and that their position



remained that in the circumstances Council has no role. RH apologised for not providing this feedback to the resident but will put the matter again to Permit Authority staff specific to the residents position on subsequent advice received from CBOS. RH to provide an update directly to resident. This was raised at the July 2023 Community Conversation and to date no response from the GM. My questions: when will the GM respond?

What is the Council position on shipping containers on a residential property?

Does the Council recognise the CBOS position on Shipping Containers?

If the council has no position on shipping containers, why not?

If I was to build a garage on a residential block, I am required to seek approval and abide by regulated setbacks etc. There are two shipping containers on a neighbouring property that are position against my fence which significantly blocks natural light to my kitchen/dining/family room. It also affects my view of the surroundings. A garage or other structure would not be approved by council. So why can a shipping container be allowed?

**Response:**

Shipping containers are subject to the same regulations as sheds, garages, and outbuildings, and may necessitate Planning and Building Approval if they do not meet the exemptions outlined in the Tasmanian Planning Scheme or are not classified as Low Risk Work according to the Directors Determinations under the Building Act 2016.

The Council acknowledges the CBOS position on shipping containers as outlined in the CBOS Fact Sheet – Shipping Containers Doc/17/48797, dated August 2017.

Further, subject to when such structures are located on a property determines which planning scheme controls apply at that time. The current Tasmanian Planning Scheme (effective from December 2022) differs from the prior Interim Planning Scheme (effective 2015 – 2022) for this type of use and development with the latter having fewer development controls.

Compliance staff will investigate the property in question and take any statutory action as necessary. A preliminary assessment is that planning approval is likely not required (due to Interim Planning Scheme being the effective planning instrument) but that building approval may be, as not deemed Low Risk Work and therefore notifiable, and requiring a Certificate of Likely Compliance from a building surveyor.

The above will be provided to Mr Brimfield directly.



## 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 12 December 2023 – <i>Regulation 34(3)</i>
22.2	Disclosure of confidential information – <i>Regulation 15(8)</i>
22.3	Copping Refuse Disposal Site Joint Authority Minutes – <i>Regulation 15(2)(c)</i>
22.4	Tender C-23-T-010 Marion Bay and Bay Road Reconstruction – <i>Regulation 15(2)(d)</i>

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

### RECOMMENDATION

That the meeting be closed to the public to enable Council to consider agenda items 22.1 - 22.4 which are confidential matters as prescribed in Regulations 34 and 15 of the Local Government (Meeting Procedures) Regulations 2015.

## 22.1 CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 12 DECEMBER 2023

### RECOMMENDATION

“That the Closed Minutes of the Council Meeting held on 12<sup>th</sup> December 2023 be confirmed.”

## 22.2 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION

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### RECOMMENDATION

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



- 22.3 COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY MINUTES - 18  
DECEMBER 2023
- 22.4 TENDER C-23-T-010 MARION BAY AND BAY ROAD RECONSTRUCTION



## 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
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

