



# **COUNCIL AGENDA**

**20 MAY 2025**

COUNCIL CHAMBERS  
COMMUNITY ADMINISTRATION CENTRE (CAC)

# NOTICE OF MEETING

Notice is hereby given that the next meeting of the Sorell Council will be held at the Community Administration Centre (CAC), 47 Cole Street, Sorell on Tuesday, 20 May 2025 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  
15 MAY 2025



## **AGENDA**

FOR THE COUNCIL MEETING TO BE HELD AT THE  
COMMUNITY ADMINISTRATION CENTRE (CAC), 47 COLE STREET,  
SORELL ON 20 MAY 2025

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## 1.0 ACKNOWLEDGEMENT OF COUNTRY – MAYOR GATEHOUSE

△

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

## 2.0 ATTENDANCE

△

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

## 3.0 APOLOGIES

△

## 4.0 DECLARATIONS OF PECUNIARY INTEREST

△

## 5.0 CONFIRMATION OF MINUTES

△

### 5.1 CONFIRMATION OF MINUTES FROM THE COUNCIL MEETING 15 APRIL 2025

#### RECOMMENDATION

"That the Minutes of the Council Meeting held on 15<sup>th</sup> April 2025 be confirmed."



## 5.2 CONFIRMATION OF MINUTES FROM THE SPECIAL COUNCIL MEETING 23 APRIL 2025

### RECOMMENDATION

"That the Minutes of the Special Council Meeting held on 23<sup>rd</sup> April 2025 be confirmed."

## 6.0 MAYOR'S REPORT



### RECOMMENDATION

"That the Mayor's communication report as listed be received."

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

- Citizenship Ceremony. 12 new additions to our municipality from all over the world.
- Kristy Grierson and Peter Cooksley – "Foodies" Pilot program. 3 day event run at Sorell School. Using a food van for a yr9-10 exposure to the food industry ranging from food and fibre and paddock to plate, production, value adding and educational pathway.
- Communication training.
- ANZAC Day Services, Dunalley Dawn Service with Councillor Campbell laying the wreath and Sorell 11am Service laying the wreath.
- Management Catch up to discuss various matters.
- Indie School visit to Council Chambers.
- Sorell School visit to Council Chambers, Grade 5/6 learning about Australian Government systems.
- Neighbourhood Watch group meeting.
- Guy Barnett catch up. Updated the Minister on the progress of Sorell, what's happening at the moment and works in the pipeline.
- Dunalley Primary School meeting with TCF and the Principal over a grant matter.
- Guest speaker at School for Seniors.
- Visited the NEST on their first Birthday.
- Met with Rhonda Hall and GM about proposed Urgent Care Clinic proposal.



- Meeting with Kim Fazackerley SES, discussing the position of Sorell SES unit. Currently experiencing some leadership challenges, recruiting new leadership for the unit atm.
- Investiture at Government house for Andrew Skelly, 2025 Australia Day Honours, Australian Fire Service Medal.
- Best Board Meeting.
- Tasmanian Economic Review 2025 Webinar.
- Official launch of "Coast snap" at Marion Bay.
- Catch up with Andrew Hyatt, Pre SERDA workshop planning.
- Meeting with potential developer and the BEST team.
- Joint Authority Meeting.
- Red Shield Appeal Breakfast.
- Workshop, "Bringing Cultural ways to improve school learning environments" East Derwent Primary School.
- SERDA strategic planning workshop day.
- NRM Community engagement various locations.
- Meeting with Moya Sharp, various matters.
- Volunteering in various locations.
- Attended Youth Week activities supported by Council.
- Distributing "Thank you" Volunteer Week chocolates and letters.
- Joined Southern City BMX for their first birthday evening event.
- ABC radio interview promoting NRM Strategy community engagement.
- Council Meetings and Workshops.
- Various queries and communication with community members.

## 7.0 SUPPLEMENTARY ITEMS



### RECOMMENDATION

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

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

- a) The reason it was not possible to include the matter on the agenda; and
- b) That the matter is urgent; and



- c) That advice has been provided under section 65 of the *Local Government Act 1993*.

## 8.0 COUNCIL WORKSHOPS REPORT



The following Council Workshop was held:

Date	Purpose	Councillor Attendance	Councillor Apologies
6 <sup>th</sup> May 2025	<ul style="list-style-type: none"> <li>• Policy/Planning               <ul style="list-style-type: none"> <li>○ Draft Annual Plan</li> <li>○ Draft Operating Budget</li> <li>○ Draft Capital Budget</li> <li>○ Final Draft 25/26 Fees and Charges Schedule</li> </ul> </li> <li>• Community Grants               <ul style="list-style-type: none"> <li>○ Sorell Park Run</li> </ul> </li> <li>• Councillor Items               <ul style="list-style-type: none"> <li>○ Lift the Tone Pledge</li> <li>○ Container Deposit Scheme update</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Gatehouse, Wooley, Campbell, Larkins, Miro Quesada, Nichols, Reed, Reynolds, Torenus</li> </ul>	

## 9.0 COUNCILLOR QUESTIONS ON NOTICE



### 9.1 QUESTION ON NOTICE – COUNCILLOR REED

#### **Recycle Rewards**

More than six years after it was first announced it's terrific to have the eagerly awaited container deposit scheme Recycle Rewards now collecting approved glass, aluminium and plastic drink containers.

From 1 May 2025 a 10 cent refund is available for any eligible drink container returned to a designated refund point in Tasmania. TasRecycle Limited are the Scheme Coordinator and TOMRA Cleanaway is the Network Operator. TasRecycle is a not-for-profit entity formed by Lion Pty Ltd, Coca-Cola Europacific Partners and Asahi Beverages.

Of 49 sites around the state, the first of the long-awaited collection points in our district are at Coles Sorell and the Dodges Ferry Hotel.

Looking ahead, adding convenient sites in more places would encourage more recycling.



- How is Recycle Rewards contributing to Council's waste management strategy?
- How were the local Recycle Rewards sites chosen?
- When might we look forward to more local collection points in our communities?

#### **Manager Health & Compliance Comments:**

*How is Recycle Rewards contributing to Council's waste management strategy?*

Consistent with Goal 1 focus on promoting the sustainable management of resources.

*How were the local Recycle Rewards sites chosen?*

Tomra/Cleanaway staff engaged with Council staff and arranged site inspections to identify possible sites. One of the Shopping Centres was the preferred site in Sorell due to zoning, setbacks to residential zoned land, parking, access to power and convenience. Sites were checked in Dodges Ferry, limited options existed due to zoning, available space and access to power.

*When might we look forward to more local collection points in our communities?*

It is likely in coming months that a site will be set-up in Primrose Sands or Dunalley.

## **10.0 COUNCILLOR MOTIONS ON NOTICE**



### **10.1 MOTION ON NOTICE – COUNCILLOR REED**

“That Council resolves to challenge the normalisation of abuse against elected members and officers and uphold exemplary standards of public and political debate in all it does.

Council further resolves to pledge support for the Local Government Association of Tasmania's Lift the Tone campaign. In supporting the pledge Council commits to:

- Promoting civility in public debate.
- Refraining from abusive language and behaviour online or in person.
- Encouraging others to engage respectfully.”



***Lift the Tone***

The Local Government Association of Tasmania's *Lift the Tone* campaign is working to raise the standard of council-public interaction and call out aggressive behaviour.

The campaign asks Councils to pledge our support to lift the tone because a pledge shows leadership and backs in respectful behaviour, deep listening and two-way communication for all interactions with and about local government, elected members and staff.

***Background***

Last year Sorell Council introduced a dealing with unreasonable customers policy in response to the increasing abuse directed towards elected representatives and council staff. Unfortunately, aggressive/poor behaviour, in person and on social media, has continued unabated.

Our council, along with many others, is experiencing increasing levels of toxicity in public and political discourse. While ensuring that everyone has a voice, including engaging in debate, remains a vital part of democracy, when comments and actions shift from honest and respectful to abusive, they become harmful.

Our customer service and compliance staff are on the front line. In April Council approved a new Body-Worn Video Camera Policy to enhance officer safety as well as ensure transparency during enforcement activities. This is in part due to the increase in aggressive behaviours officers are encountering.

Intimidation of councillors, in person or otherwise, undermines democracy; preventing elected members from representing the communities they serve and deterring individuals from standing for election.

In late 2024 the Local Government Association of Tasmania (LGAT)



conducted a survey of elected representatives to seek a better understanding of their experiences of bullying, harassment and intimidation.

The survey found that 78% of respondents had experienced abuse or intimidation from members of the community during the last two years. It was identified that the most common place for this to occur was social media (47%), followed by verbally in public (37%).

LGAT has now developed the Lift the Tone campaign, which aims to raise public awareness of this issue and reduce harassment and abuse directed towards elected representatives and council staff by encouraging constructive and solution-oriented public debate.

To support this campaign, Council is requested to support the following motion:

*Motion*

Council resolves to challenge the normalisation of abuse against elected members and officers and uphold exemplary standards of public and political debate in all it does.

Council further resolves to pledge support for the Local Government Association of Tasmania's Lift the Tone campaign. In supporting the pledge Council commits to:

- Promoting civility in public debate.
- Refraining from abusive language and behaviour online or in person.
- Encouraging others to engage respectfully.

**General Manager Comment:**

I endorse the motion and sentiment of Councillor Reed and the associated LGAT position on this matter.

There has been a growing incidence of unpleasant, aggressive and threatening customer behaviour and interaction with Sorell Council staff and an associated requirement to engage with Tas Police for assistance.

This view and experience is shared by many Tasmanian Council CEO's on behalf of their staff and elected members.

This is unacceptable for a range of reasons and overshadows the majority of civilised, courteous, measured and adult interactions the organisation has with the community.





## 11.0 WORKGROUP REPORTS



### RECOMMENDATION

"That the workgroup reports as listed be received."

## 11.1 OFFICE OF THE GENERAL MANAGER – ROBERT HIGGINS



- STRLUS Steering Committee meetings - 17<sup>th</sup> & 29<sup>th</sup> April
- Monthly Greater Hobart Councils CEO meetings – 29<sup>th</sup> April
- Southern Waste Solutions Chair recruitment panel – 1<sup>st</sup>, 12<sup>th</sup> & 14<sup>th</sup> May
- Meeting with Rhonda Hall and Mayor re: update on Sorell commercial matters and urgent care clinic proposal – 5<sup>th</sup> May
- Meeting with McDonalds franchise owners and Manager Planning – 6<sup>th</sup> May
- Meeting with KPMG re: SERDA strategic plan engagement and preparation with Chair and Oliver Strickland – 6<sup>th</sup> May
- Meeting with WLF and Oliver Strickland re: proposed internal audit focus areas for next two years – 7<sup>th</sup> May
- Met with Alomes Rd resident re: traffic safety issues – 8<sup>th</sup> May
- Attended Copping Joint Authority meeting – 15<sup>th</sup> May
- Attended SERDA strategic planning – 19<sup>th</sup> May
- Met with project staff and consultants re: Blue Lagoon permanent outfall project – 20<sup>th</sup> May
- Staff meetings, Leadership Team meeting, workshops and SPA meetings.

### DIRECTOR SERVICE DELIVERY – NATALIE CAMERON

Meetings attended (April):

- Council Workshop
- Council Meeting
- Various Workgroup Manager Meetings
- Leadership Team meeting
- EA bargaining negotiation meetings x3
- EA bargaining staff information sessions x2
- Site Inspections x3
- Inspiring Place – *Consultant* – SE Sporting Complex Master Plan updates x3
- New Manager (Facilities & Rec) onboarding
- Depot crew onsite visit – Sealed Roads
- TRC – *Consultant* – Wielangta Rd Mountain Bike Trail – Business Case
- Various budget prep meetings



### AGENDA

ORDINARY COUNCIL MEETING  
20 MAY 2025



- Anzac day service, Sorell Memorial Hall
- CBOS GM/CEO Permit Authority Forum
- CCC – FOGO/Waste Management Planning meeting
- Projects Meeting – Railway Carriage Shed/Cultural Precinct/SMH & SE Sporting Complex
- TenLives - TassieCat Partnership with Council in Dodges Ferry
- Sorell School Tour of Council & Q&A

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

Meetings attended:

- South East Sporting Complex Masterplan Meeting
- Projects Meeting – Railway Carriage Shed/Cultural Precinct/SMH & SE Sporting Complex
- Various Workgroup Manager Meetings
- Council Workshop
- Council Meeting
- Leadership Team Meeting
- Enterprise Bargaining Negotiation Meeting
- Employee Information Sessions (x2) – Enterprise Agreement Update
- Insurers – Stadium water damage
- Risk & Strategy Monthly Meeting
- Various HR matters.

## **EMPLOYEE SUPPORT COORDINATOR – HR**

Resignation

- **Senior Planner** – Shannon McCaughey resigned from this position with his last day being 11 April 2025.

Recruitment

- **Planner, Senior Planner or Graduate Planner** - This full-time position was advertised on SEEK and on Council's Website. Applications closed on 5 May 2025. Interviews will be conducted, and an appointment will be made in due course.

Appointments

- **Customer & Business Support Officer (Building)** - Katie Pearce was successful in her application and will commence in the full-time, fixed-term role 12 May 2025.

Staffing

- **Manager Finance** – Steph Perry commenced Maternity Leave and is expected to return February 2026.



- **Customer & Business Support Coordinator** – Rhiannon Bullock commenced Maternity Leave and is expected to return April 2026.

#### Workers Compensation

- 1 x new claim (torn meniscus) No LT

#### EMPLOYEE SUPPORT – PAYROLL

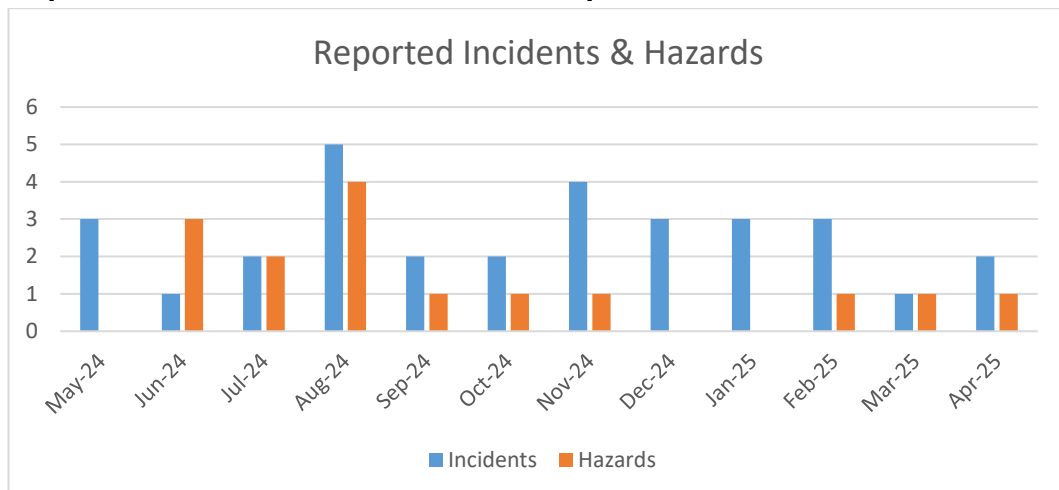
- Two pay runs completed.
- EOM Complete.
- Finance Support Officer processed one pay run.

#### DEVELOPMENT OFFICER – STRATEGY & RISK

##### Meetings attended:

- Monthly Risk & Strategy Meeting
- Expert Electrical: Community Energy Upgrade Fund Grant
- EA Info Session
- SEBS Network Meeting
- TRC Tourism x STAS: Wielangta MTB Trail project
- TRC Tourism x Tourism Tasmania: Wielangta MTB Trail project
- KPMG: SERDA Strategic Planning Workshop
- RDA Tasmania: Southern Councils Economic Development Network
- WHS Induction - several
- Enterprise Agreement Bargaining - several

#### Reported Incidents and Hazards for April



- 2 x Incidents reported
  - 2 x Trip and Fall
- 1 x hazard reported
  - 1 x Multiple Vehicle Recall
- 1 x WHS incident investigation completed



#### AGENDA

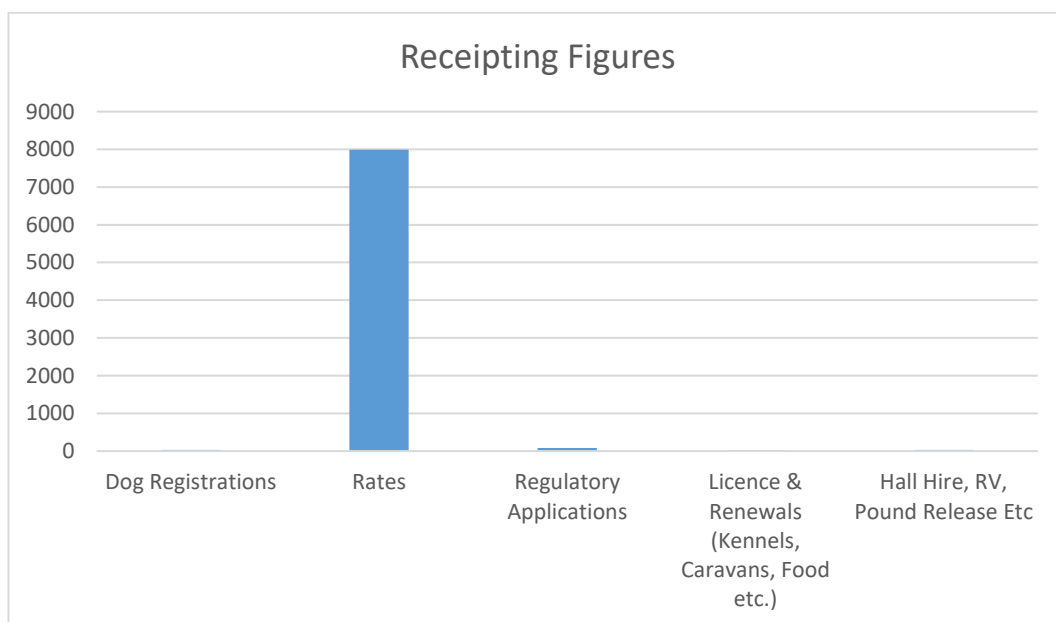
ORDINARY COUNCIL MEETING  
20 MAY 2025

## CUSTOMER & BUSINESS SUPPORT

Receipting figures – April

Table below for figures due to high volume of rate payments (Fourth installment), unable to see all figures.

Animal	33
NCPay	47
Property	7850
RegApp Payment	86
Registered Receipt	34
Regulated Entity	16

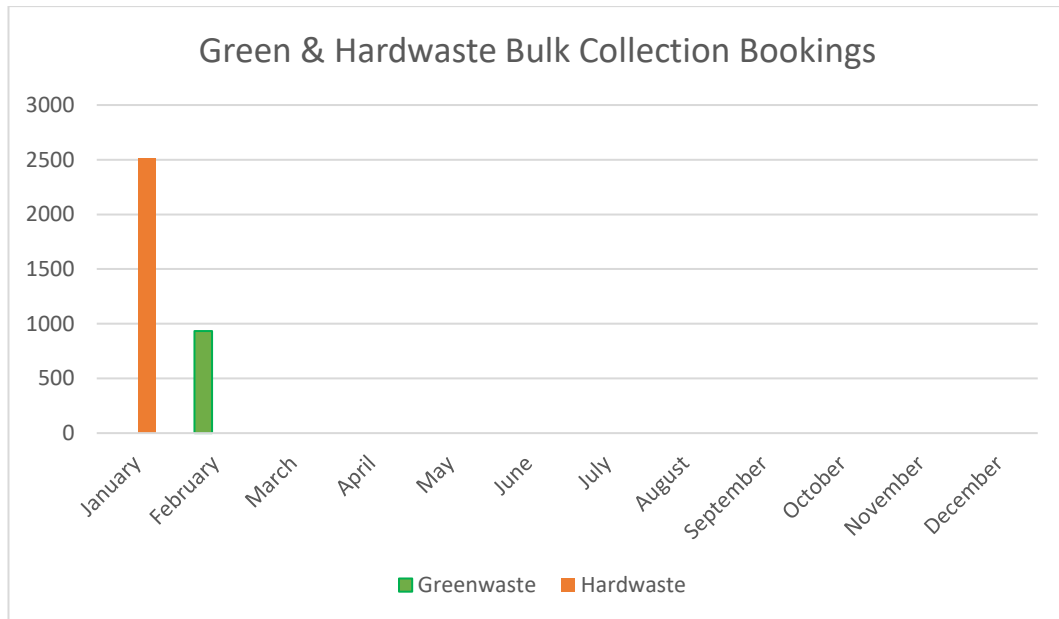


## Green and Hard Waste Bookings – April

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

No bulk Green or Hardwaste collections for April.





## Phone Call Reporting

Call summary for April

### Group Summary

Tue, 01/04/2025 12:00 AM -  
Wed, 30/04/2025 11:59 PM

Total Presented Calls	509	Total Answered Calls	407
Total Missed Calls	102	Total Calls Overflowed To	
Total Calls Overflowed From		Percent of Calls Answered	80.0%
Percent of Calls Missed	20.0%	Avg Speed of Answer	0:00:15
Total Talking Duration	17:34:08	Avg Talking Duration	0:02:35

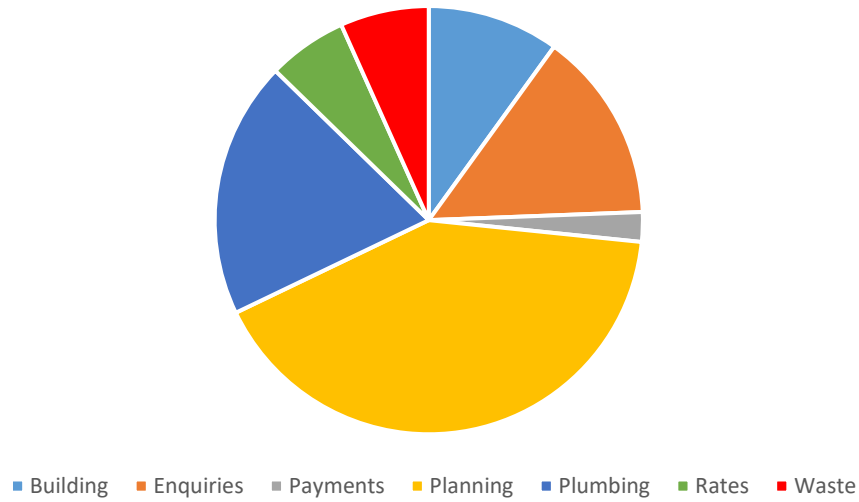
Group	Presented Calls	Answered Calls	Missed Calls	Calls Overflowed To	Calls Overflowed From	Percent of Calls Answered	Percent of Calls Missed	Avg Speed of Answer	Total Talking Duration	Avg Talking Duration
Building	45	38	7			84.4%	15.6%	0:00:24	1:58:33	0:03:07
Enquiries	78	42	36			53.8%	46.2%	0:00:14	1:11:31	0:01:42
Payments	9	3	6			33.3%	66.7%	0:00:06	0:02:15	0:00:45
Planning	201	193	8			96.0%	4.0%	0:00:14	10:24:13	0:03:14
Plumb Engineer	94	86	8			91.5%	8.5%	0:00:12	2:28:37	0:01:44
Rates	39	23	16			59.0%	41.0%	0:00:13	0:48:12	0:02:06
Sorel Council										
Waste	43	22	21			51.2%	48.8%	0:00:19	0:40:47	0:01:51



## AGENDA

ORDINARY COUNCIL MEETING  
20 MAY 2025

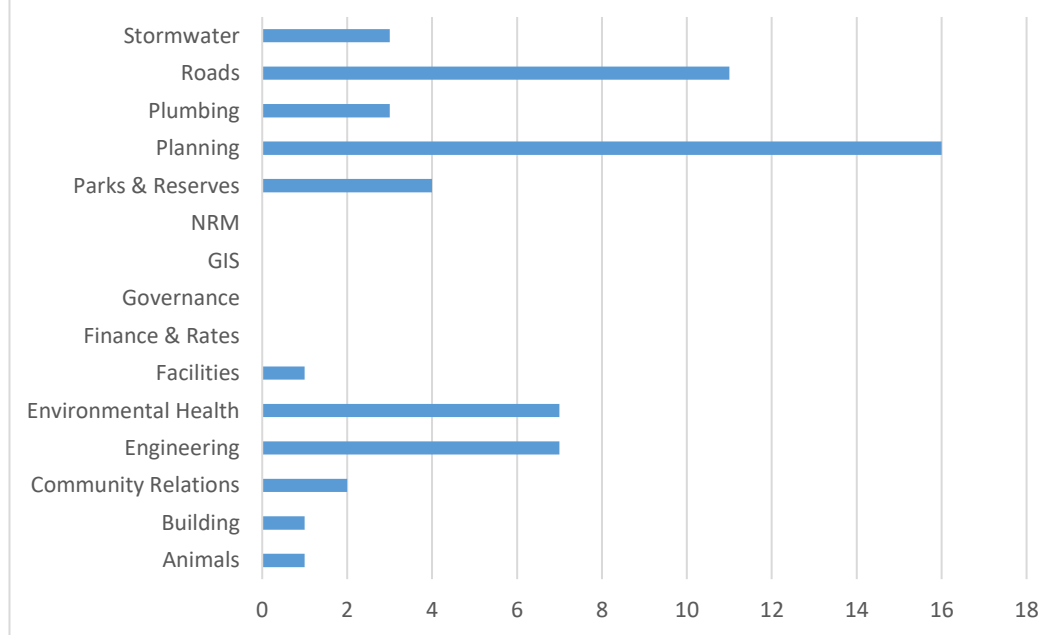
Total Calls Presented 2025



## Customer Requests

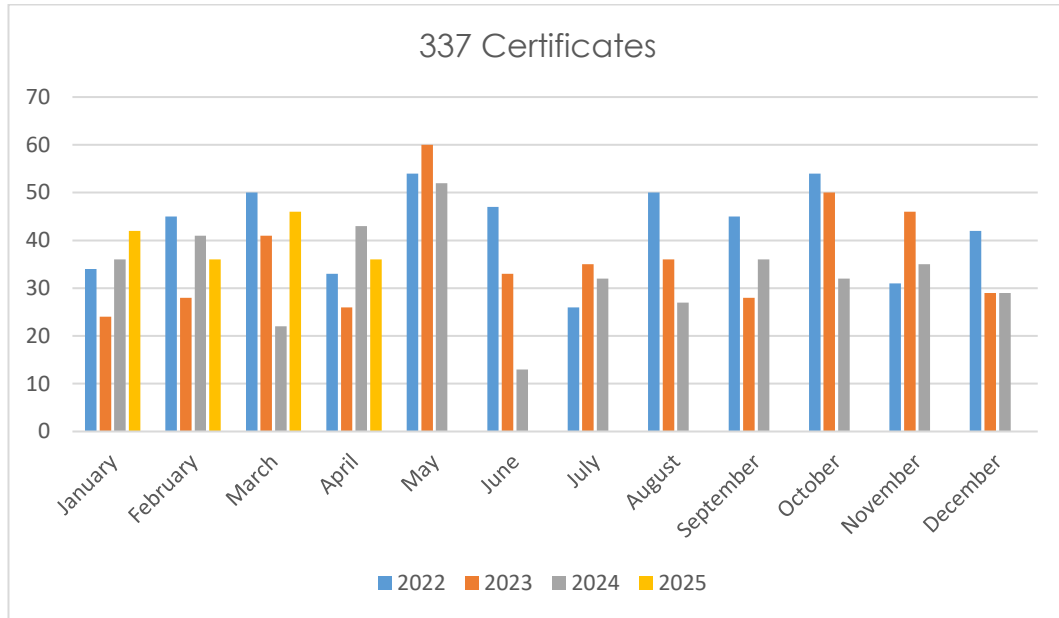
CRMs created for the month of April.

Customer Requests Created



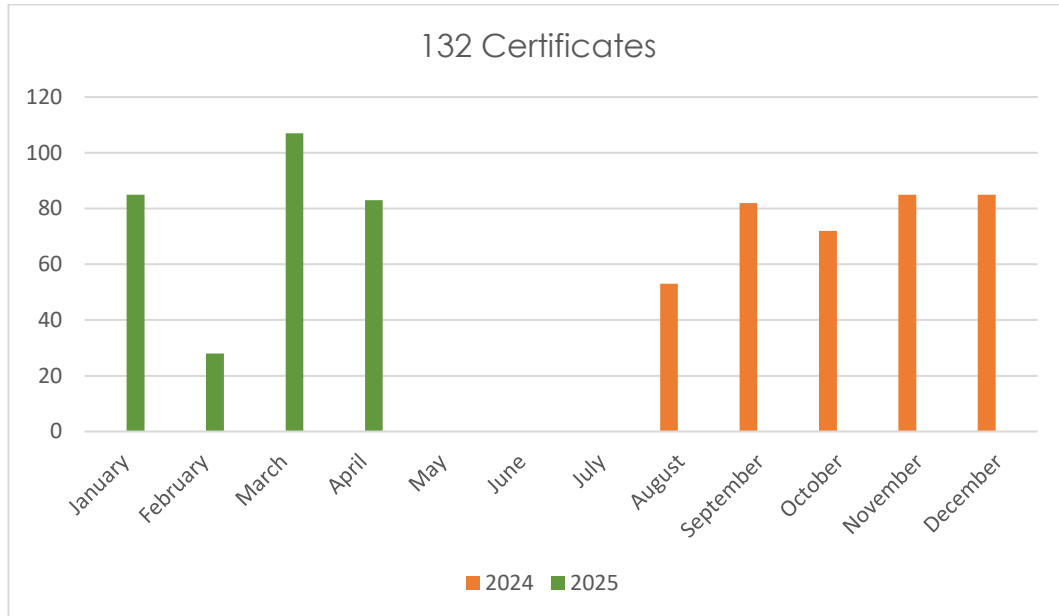
### 337 Certificates

Council processed 36 - 337 Certificates in April which relate to the sale of properties as detailed in the graph below.



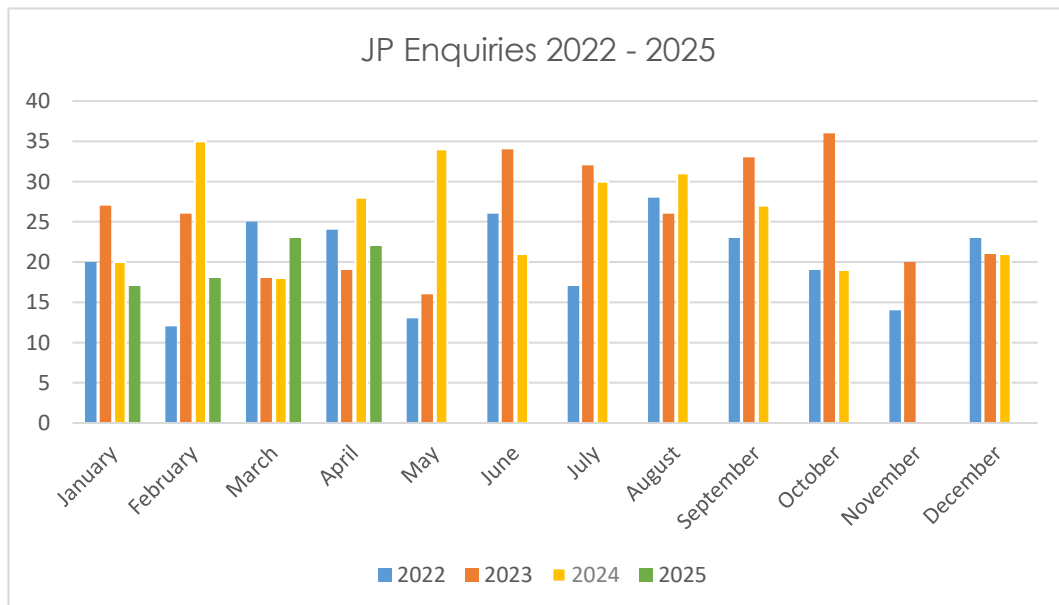
## 132 Certificates

Council processed 83 - 132 Certificates in April which relate to the sale of properties and rates owed at time of sale as detailed in the graph below.



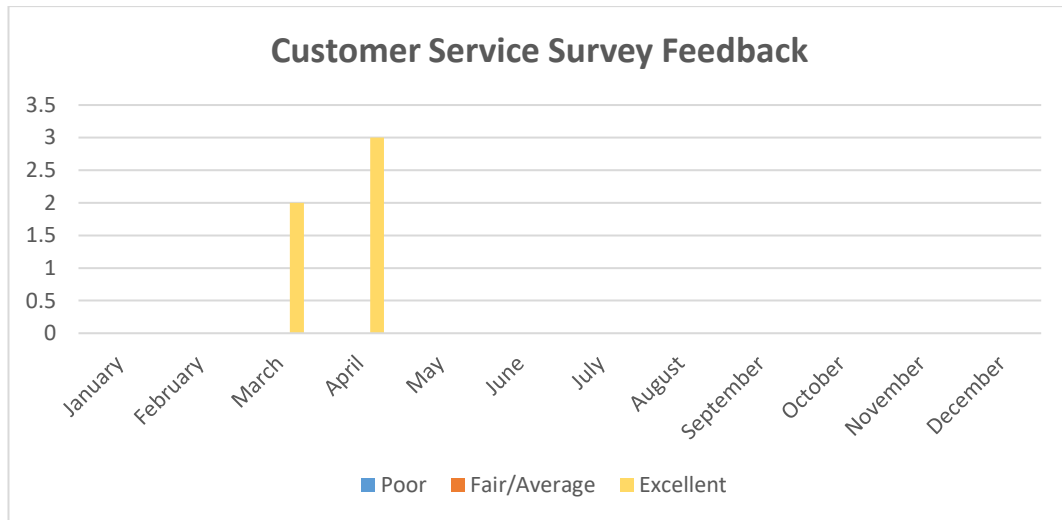
## Justice of the Peace Enquiries

We provided 22 Justice of the Peace signatories for the month of April.



## Customer Service Feedback

We received 3 completed customer service surveys for the month of April.



We received 3 written forms of appreciation for the month of March.



*With Compliments*

*Hi Mark,*

*thank you for fixing the issue  
with the car park at Dodges Ferry.  
The response has been really positive,  
So thank you, with gratitude.*

*To David Reardon – Stormwater enquiry*

*Just wanted to say thank you for the quick response and the work done,  
very happy.*

Thank you Emma for the Acceptance Letter for Notifiable Building Works,  
Thank you Ross for all your help with the Plumbing Application, and can  
you please pass along my sincere thanks to Rebecca Elliot for her help.  
It is very appreciated all the help you have provided with my Building  
Application.

Kind Regards



### AGENDA

ORDINARY COUNCIL MEETING  
20 MAY 2025



Good morning, Haylee,

*Thank you so much for your email. I really appreciate the time you've taken to respond to me and the level of detail you've shared as well. It's also really interesting to see how different Council's deal with the same applications, documents, matters, etc.*

*We're just hoping to streamline and better our processes, which is why we're reaching out to other Council's.*

Thank you again! 😊



## 11.2 FINANCE – SCOTT NICOL, ACTING MANAGER



### Financial Management

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

- Finance staff completed all end-of-month (EOM) procedures for April, including the completion of EOM processing and balance sheet reconciliations and the submission of Council's monthly Business Activity Statement (BAS) to the Australian Tax Office (ATO).
- Finance staff continued work on the 2025/2026 operating and capital budgets.
- Finance staff completed the final draft of the 2025/2026 fees and charges schedule.
- Finance staff completed the 2025/2026 financial year Local Government Borrowing Allocation Survey and returned it to the Department of Treasury and Finance.
- Finance staff worked with the Asset Team to complete the 2024/2025 Quarter 3 Assetic capitalisations and asset reconciliations.
- Finance staff collated Council's Fringe Benefit Tax (FBT) information and sent it to WLF Accounting & Advisory to prepare the 2024/2025 FBT Return. The FBT return is due for lodgement to the ATO on 25 June 2025.
- Finance staff raised all monthly sundry debtor invoices and the monthly sundry debt recovery processes were completed.
- Finance staff completed five vendor payment runs, totalling \$2.922m in payments.
- Finance staff completed South East Region Development Association (SERDA) ad-hoc and monthly financial tasks.
- Finance staff provided payroll support for the pay run fortnights ending 4<sup>th</sup> and 18<sup>th</sup> of April.
- Finance staff completed the Australian Bureau of Statistics engineering construction survey for the March 2025 quarter. The survey was due for completion by 9 April 2025.
- Finance staff completed the following grant related reports:
  - Finance staff completed the Quarter 3 2024/2025 Roads to Recovery Report and lodged it with the Australian Government Department of Infrastructure, Transport, Cities and Regional Development. The Quarter 3 Report was due for lodgement by 30 April 2025.

**Rates**

- At the end of April, 94.1% of rates had been paid, compared to 95.2% at the same time last year.
- Supplementary valuations were received from the Office of the Valuer-General, year to date totalling \$109k in general rates, \$52k in waste charges and \$5k in fire levy income.

**Audit**

- NIL

**Grants & Funding**

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

- NIL

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

- NIL

**Insurance**

- Council lodged a claim with JMAPP (JLT Insurance) for theft of property to the value of \$19k that occurred during a burglary at the Depot. This claim is ongoing with an expected finalisation of the claim in July.
- The claim lodged with JMAPP (JLT Insurance) for property damage at the South East Stadium continued to progress. Timeline for repair works are now being finalised.

**Fleet Management**

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

**Plant and Equipment Disposals**

- One vehicle, Ford Ranger Dual Cab, remains to be disposed of from the 2023/2024 replacement schedule. This vehicle has been sent to Pickles Auctions with an expected sale in May.
- One Mitsubishi Outlander from the 2024/2025 replacement schedule was sold during April. Two Mitsubishi Outlanders remain to be disposed of from the 2024/2025 replacement schedule. One vehicle is with

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Pickles Auctions for sale and the other will be sent to Pickles Auctions for disposal in May.

### INFORMATION FOR THE COUNCIL REPORT

Plant & Equipment Details	Date of Disposal	Reason for Disposal	Proceeds of Sale	Disposal Costs	Profit/(Loss) on disposal
Mitsubishi Outlander I73WE	1/03/2025	Pickles Auction	20,813.25	-\$ 450.00	\$ 19,419.60

### Operational Plan

Operational Plan Item	Status
Finance D365BC – User Group Testing	Work commenced in February. Further meetings were held in March. Further meetings were held in April. We have been provided a quote to have the necessary works completed.
Finance & Payroll Audit Recommendation Implementation	<p>Work in progress.</p> <p>System Change Log Reviews – system providers contacted and process considered. Work now completed, process commenced late March.</p> <p>Authorisation of general journals and attaching supporting documentation – work completed, and functionality is now live in the production system.</p> <p>Financial reporting risk assessment – added to risk register. Risk assessment not started.</p> <p>Payroll Off Boarding Checklist – review in final stages.</p>
Finance & Payroll Procedures & Procedure Register	<p>Work in progress.</p> <p>Procedures continue to be developed, reviewed, and amended.</p>
Finance Policies	<p>Work in progress.</p> <p>Work continued on the Credit Card Policy. It is planned that the Credit Card Policy will go to the next Audit Panel Meeting.</p> <p>Treasury Management Policy endorsed April 15</p>
Finance Financial Management Strategy & Long Term Financial Plan	Work in progress.



Finance Financial Reporting Review	Not started.
Finance & Payroll D365BC – System Continuous Improvements	Work in progress. Planning/investigation stage.
Finance Account Payable System Research	We have met with a provider for payment protection and vendor management services.  We are currently implementing a software system called eftsure Eftsure provides payment verification services.
Finance Accounts Payable Fuel Analysis	Completed.
Finance Rates Property #1 Refunds	Work in progress.  Three batches (approx. 15 – 20 transactions) sent to CBA for processing.
Finance Rates Process Mapping	Work in progress.  Three process maps sent for development.
Finance Rates Staff Training	Work in progress.  Training held by Senior Rates Officer with Finance Support Officer and Customer & Business Support Officer for several rates tasks.  On-going training schedule in development.
Payroll On Boarding	Work in progress.  Review completed. Amendments to be completed.
Payroll Long Service Leave Portability Procedure	Work in progress.  LGAT provided guidance. Manager Finance to review.

### Meetings

- Leadership Team meeting – 2/04/2025
- Monthly team meeting with the Finance Department – 15/04/2025
- Monthly capital works meeting with Finance, Asset Management, Engineering and Depot staff – 09/04/2025

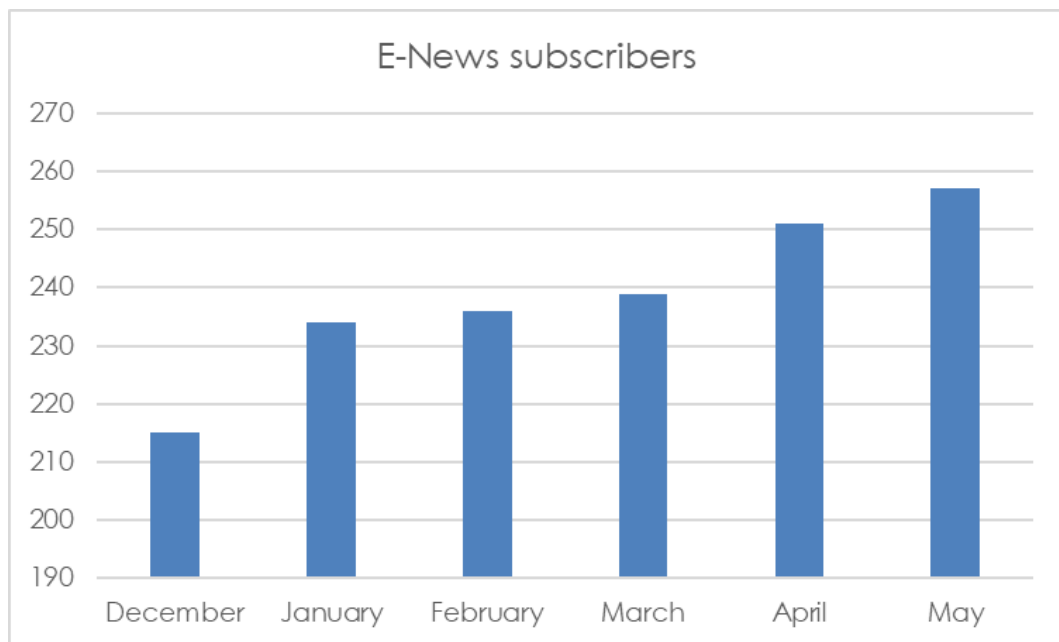


## 11.3

**COMMUNITY RELATIONS – STACEY GADD, MANAGER****COMMUNICATIONS**

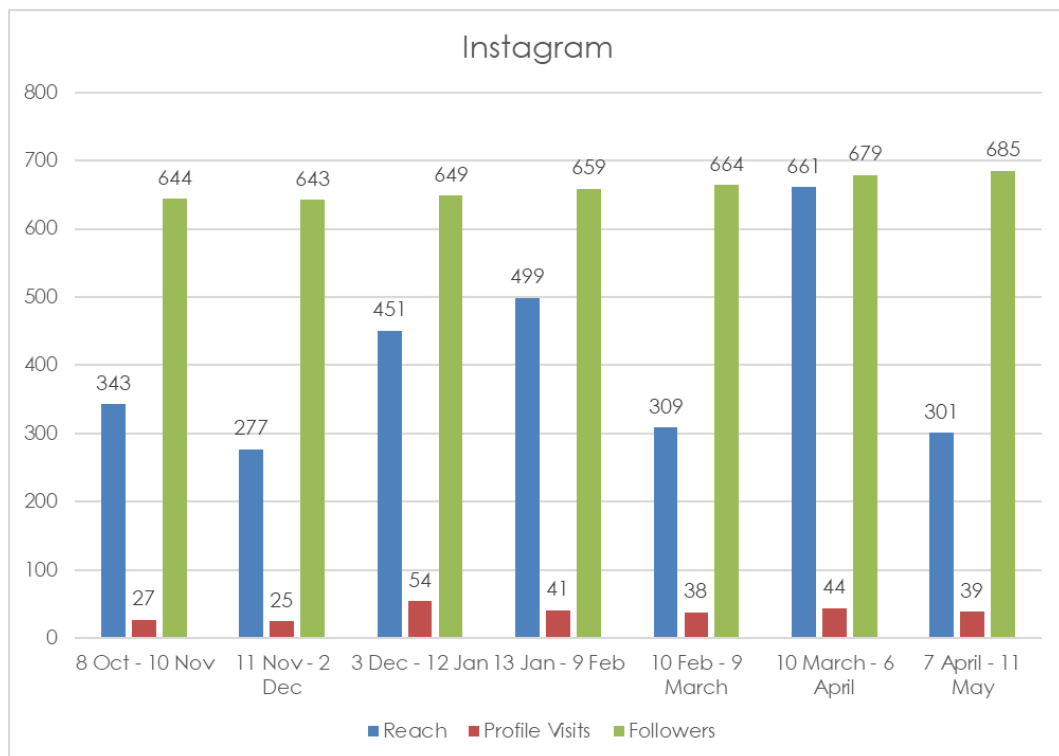
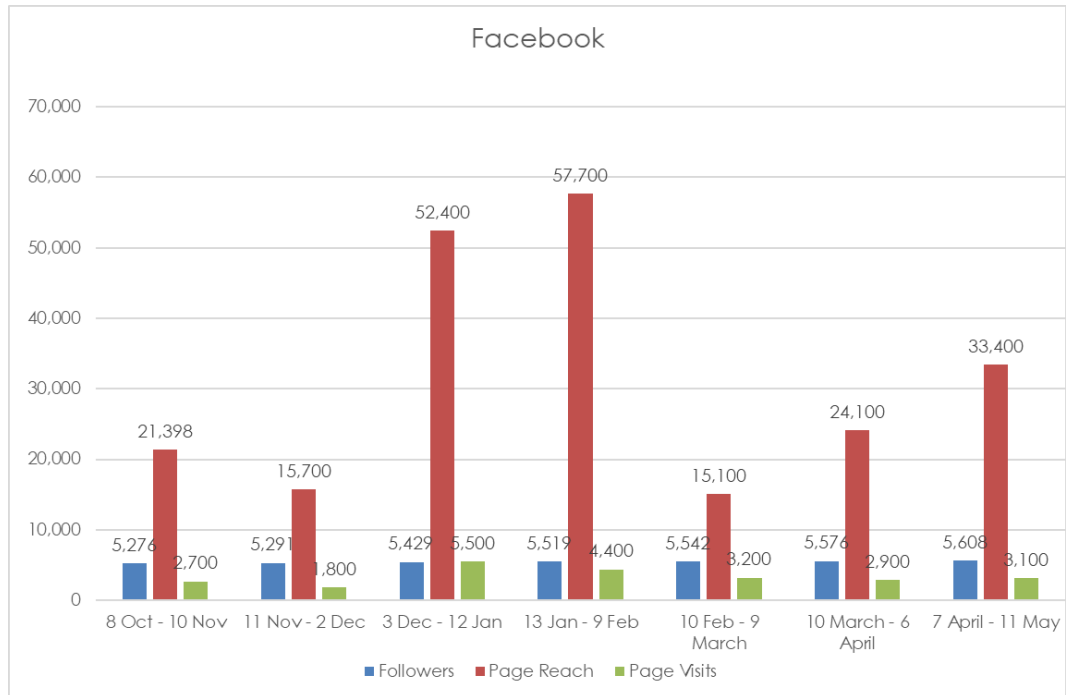
## General

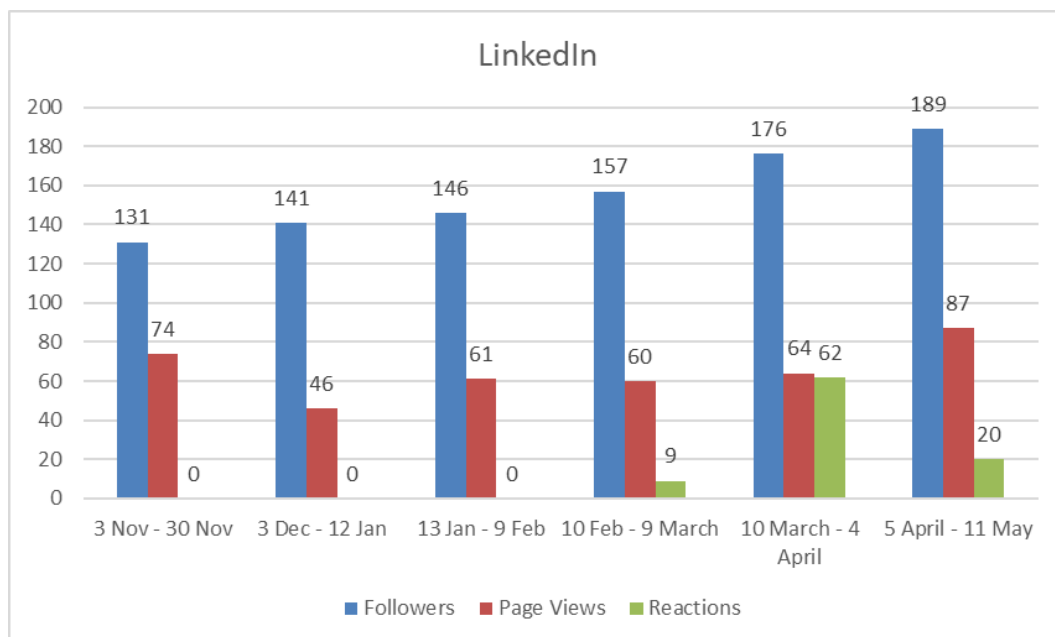
- Sorell Times – Regular monthly advert.
- Council Works Update – Monthly update compiled re current and soon to be commenced Council works, published on our website, Facebook and Instagram pages.
- Website – Updated with news and information including Council Works Updates, We Stand Together Against Racism Campaign, Responsible Dog Ownership video, Lift the Tone Campaign.
- NRM - NRM Thursday posts on social media ongoing. NRM section ongoing in monthly Sorell Times advert re weed awareness and other NRM matters.
- Waste Education - Waste Wednesday social media posts ongoing.
- Advocacy - Regional Strengthening Projects Advocacy document update in progress.
- E-News – Sent out the May 2025 edition of Sorell Council E-News to subscribers.

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## Social Media





## COMMUNITY CONSULTATION/ENGAGEMENT

- Southern Beaches Onsite Wastewater and Stormwater – discussions on draft comms about this upgrade for the community.
- Playspace Audit and Plan – survey closed and ongoing liaison with Consultant. Awaiting report from consultant.
- Blue Lagoon Weed Management Plan – liaison with consultants, expecting report during May, once received, circulating with stakeholders.
- Draft NRM Strategy - finalised and now out to community for feedback. Facilitating info sessions at Sorell, Dodges Ferry, Nugent, Copping and Primrose Sands between 15 and 22 May – advertising on social media, Sorell Times, E-News and website.
- CoastSnap – Photo Opp with members of Marion Bay Coastcare on 15 May for installation.
- Southern Beaches Landcare Coastcare - attending their next monthly meeting on 9 May and continuing liaison with this group, following up MOU proposals. Liaising with the subcommittee on yarning circle.
- Park Beach to Cafes Project – wheel stops ready to be installed. Update for community sent out via email, social media and E-News.
- South East Sports Complex Master Plan – survey closed ongoing engagement with Inspiring Place re update of Master Plan.
- Weed Management Workshops – advertising and attending workshops at Midway Point and Primrose Sands on 14 June 2025.
- CERMP – organising, advertising and attending CERMP information session at the Carlton Surf Life Saving Club on 29 May 2025.
- Communication and Engagement Strategy – Feedback from Councillors incorporated into draft and preparing for community



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feedback. Will be promoted via, Sorell Times, social media, website and E-News.

- Promoting National Road Safety Week and advertising walk to school day on 16 May.
- Updating website on larger capital projects – giving more details on Memorial Hall, Madison Lyden Park, Dodges Ferry Skate Park.
- Ongoing liaison with NRM Facilitator Dibas Panta and promotion of works being carried out.

## **MEDIA/PROMOTIONS**

- ABC Breakfast Program – Mayor Gatehouse was interviewed by Ryk Goddard re: NRM Strategy Consultation on Monday 12 May.

## **ARTS AND CULTURE**

- Neil Davis Seat – Artwork Brief finalised for advertising. EOLs to close on 30 May 2025.
- Community Art Project - Engaged Kerry Howlett to work with Indie School students to mosaic the water tanks at Dodges Ferry Boat Park.

## **COMMUNITY DEVELOPMENT/COLLABORATIONS**

- Youth Week - Successful events held by Salvo's with support of Council PCYC and Councillors. Silent Disco attended by over 50 young people and BBQ in the Park.
- Improving Youth Services operating strategy for Fitzroy Street.
- Hobart Vintage Machinery Society – Meeting regarding ongoing sustainability and sharing of the Penna location.
- Youth Matters - Drop Ins.
- "Meeting with the Mayor" – Indie School Group met with the Mayor to discuss current and ongoing issues effecting young people in the municipality. They provided great feedback to be used for future planning.
- Reached out to external service providers – meeting with Orange Skye Laundry about extending their services into Sorell.
- ANZAC Day services.
- Emergency and Recovery management - LGAT
- Attended Salvo's Community Dinner.
- Memorial Hall Super Room - audit and clean up.
- Met with Foodies – DSS and DECYP funded program for building Stronger and Resilient Communities by delivering a food program.
- Consultation with NDIS regarding greater access.



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## COMMUNITY GRANTS PROGRAM

### Community Grants

- Pembroke Parkrun - \$1299 towards speaker equipment to assist them with their pre-event brief.

### Individual Achievement

- Hayden Free – Tasmanian Indoor Cricket Association

### Quick Response

- Nil

## EVENTS

- Volunteer Week – Thank you packs containing certificates and chocolates organised for Volunteer Groups as an acknowledgement and appreciation for their contribution to the community.

## CORPORATE ADMINISTRATION

### Right to Information

- One Right to Information request was received.

### Policies under review

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

### Leases & Licences

- Sorell Football Club Lease – With the club for review.



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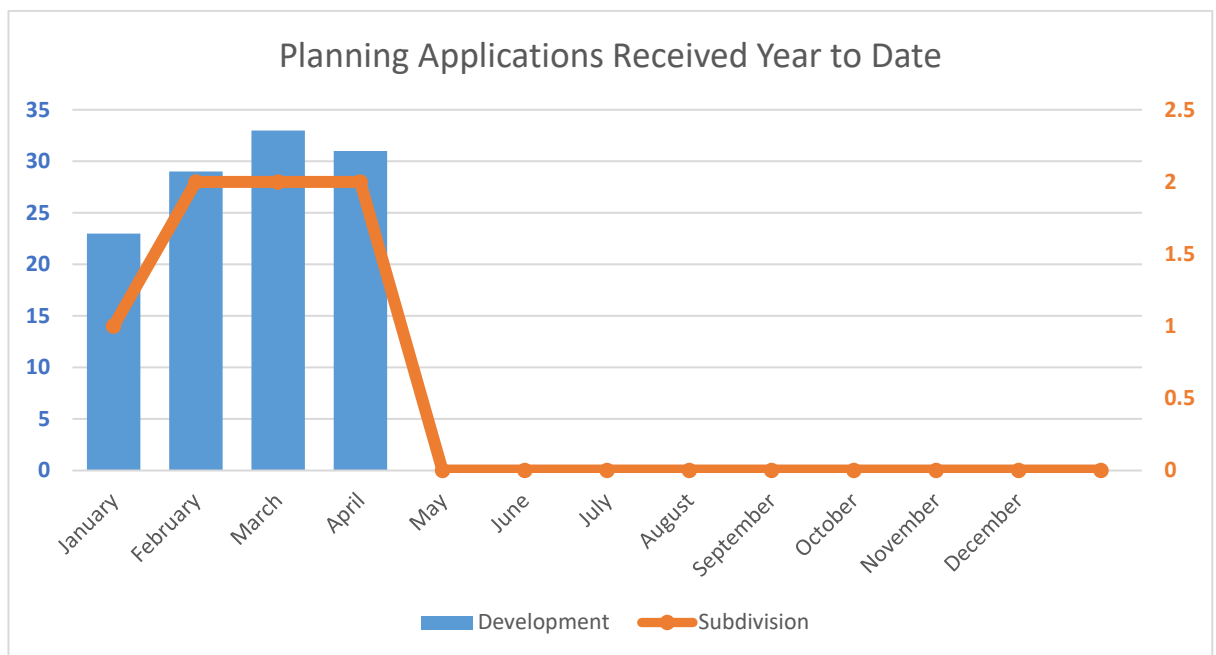
- Dodges Ferry Rec Centre – Variation to Lease negotiations re: Canteen.
- Crown Lease renewal – Boomer Bay Road, Boomer Bay – Carpark and Toilet. Request to enact further term sent.
- South East Training and Jobs Hub – Development of Draft Lease for tenants, ongoing discussions with potential tenants.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

#### 11.4 **PLANNING – SHANE WELLS, MANAGER**



##### **Planning Applications Received**

Planning applications received for calendar year to date.



##### **Fees Waived**

Fees were waived for the following applications:

- 7.2025.5.1 - Council subdivision of Amelia Court, Sorell

##### **Planning Application Approvals**

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

Permitted applications under delegation	2
Permitted applications at SPA/Council	1
Discretionary applications under delegation	14
Discretionary applications at SPA/Council	3



No Permit Required Certificates / Exemptions	1
Minor Amendments under delegation	2
Minor Amendments at SPA/Council	1

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

Description	Application Type	Property Address
S56 Minor Amendment - Relocation of Outbuilding	Discretionary	7 River Street, Carlton
Change of Use - Garage to Bedroom (Retrospective)	Discretionary	41 Sandpiper Drive, Midway Point
Residential - Home Based Business	Discretionary	70 Linden Road, Primrose Sands
Change of Use - Dwelling to Visitor Accommodation	Discretionary	640 Carlton River Road, Carlton River
Section 56 Minor Amendment - Changes to Stormwater and Wastewater	Discretionary	67 Carlton Beach Road, Dodges Ferry
Section 56 Minor Amendment - Changes to Windows (Size and Location)	Discretionary	148 Carlton River Road, Dodges Ferry
Secondary Residence	Discretionary	5 Casuarina Close, Primrose Sands
Additions (Retaining Wall)	Discretionary	4 Carlton Bluff Road, Primrose Sands
Change of Use (Outbuilding to Dwelling) Retrospective & new additions	Discretionary	8 Boathouse Rise, Lewisham
Dwelling	Discretionary	29 Federation Drive, Sorell
Dwelling	Discretionary	2 Spoonbill Loop, Sorell
Outbuilding (Storage and BBQ Area)		16 Boomer Jetty Road, Boomer Bay
Dwelling	Discretionary	33 Elise Drive, Dodges Ferry
Internal fixtures to existing outbuilding (workshop/garage)	Permitted	3195 Tasman Highway, Orielton
Outbuilding	Permitted	771 Bream Creek Road, Kelleve
Alterations and Additions	Discretionary	3 Gypsy Place, Primrose Sands
Outbuilding & Additions (Roof Over Deck)	Discretionary	17 Abruzzi Court, Orielton
Adhesion Order	No Permit Required	18 Linden Road, Primrose Sands



Outbuilding	Discretionary	60 McKinly Street, Midway Point
Two Lot Subdivision	Discretionary Use	30 Constance Street, Dunalley
Boundary Adjustment	No Permit Required	Primrose Sands Road, Primrose Sands
Minor Amendment - Boundary Design	Minor Amendments	223-227 Carlton River Road, Carlton
Boundary Adjustment	Discretionary Use	695 Fulham Road, Connellys Marsh & 5 Beach Road, Connellys Marsh

**The following is a summary of Refusals issued for April 2025.**

Zero Refusals Issued for April 2025

**SORELL PLANNING AUTHORITY (SPA)**

The Sorell Planning Authority (SPA) met on 8<sup>th</sup> April 2025 and determined to:

- Approve a dwelling at 12 East Street, Dodges Ferry (5.2024.266.1)

**APPEALS**

Item	Appeal Status
Appeal by applicant re approval of subdivision at 701 Arthur Highway, Forcett	Mediation continues
Appeal by applicant re approval of subdivision at 11 Franklin St, Lewisham	Resolved by consent agreement – vary public open space contribution for balance lot
Appeal by applicant re refusal of subdivision at Marchwiell Road	Hearing deferred. Mediation Scheduled
Appeal by representor re minor amendment to subdivision at 223-227 Carlton Beach Road	Directions hearing scheduled 15 May 2025

**STRATEGIC PLANNING**

Item	Status (* indicates update since prior month)
Urban Growth Boundary changes consultation	Pending decision
State Planning Office (SPO) - Improving Residential Standards in Tasmania Project (General Residential Zone and Low Density Residential Zone).	Consultation process completed. Awaiting Outcome



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Outer Hobart Residential Supply and Demand Study.	Complete. Public release pending
Statewide Planning Provisions – Ongoing Five Year Review.	TPC hearings scheduled for hazard code changes
Tasmanian Planning Policies.	Approval Delayed
Regional Land Use Strategy Update.	Due to significant delays in State agency input causing budget to be exceeded, plus impact of Minister's UGB review, project is now responsibility of State Planning Office*

## DEVELOPMENT ENGINEERING

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

Current Engineering Drawings fee received and approved application:

- 7.2023.18.1 - 15 Gatehouse Drive - 3 Lot Subdivision

Developments under construction are as follows:

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

Developments Obtaining Practical Completion- On Maintenance

- None



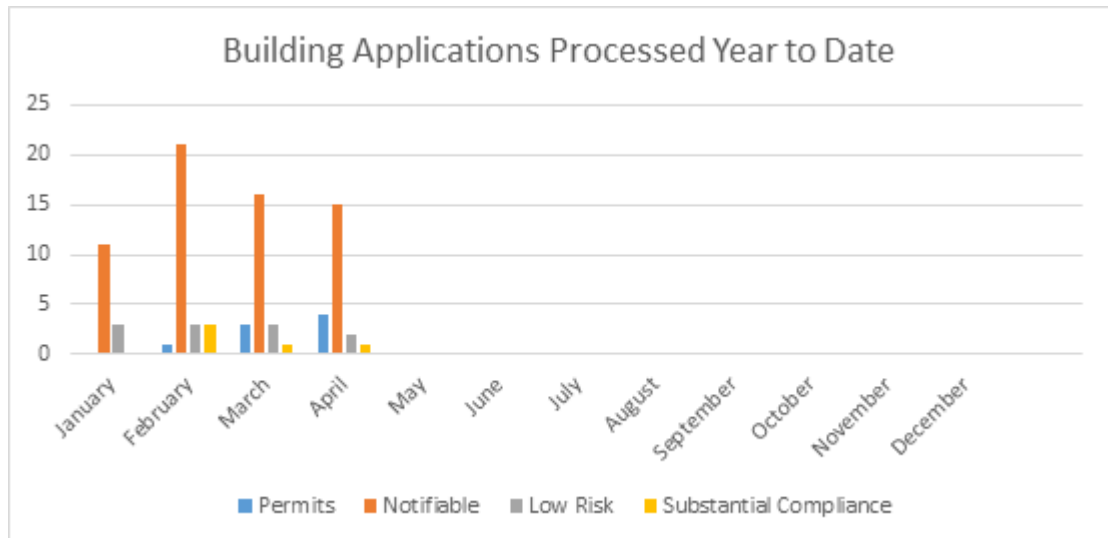
## 11.5 HEALTH AND COMPLIANCE – GREG ROBERTSON, MANAGER



Greg Robertson on leave 13<sup>th</sup> March to 30<sup>th</sup> April.

### BUILDING

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



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

- 4 Permits
- 15 Notifiable
- 2 Low Risk
- 1 Substantial Compliance

Property Address	Purpose Use Of Building	Value Of Work
47 Cole Street, Sorell	Community Hall	500,000.00
30 Federation Drive, Sorell	Dwelling	325,000.00
Lot 105 Penna Road, Penna	Shed	26,150.00
24 Clifton Drive, Sorell	Dwellings/Units	1,300,000.00
55 Craigs Hill Road, Boomer Bay	New Building	500,000.00
41 Horizon Drive, Sorell	(Nothing)	4,500.00
8 Fulham Road, Dunalley	Dwelling	271,000.00



17 Linden Road, Primrose Sands	Addition	160,000.00
10 Vancouver Street, Midway Point	Dwellings	800,000.00
26 Gully Road, Dodges Ferry	Garage	70,000.00
4 Sweetwater Road, Midway Point	Dwelling Addition	22,000.00
3 Birkdale Place, Midway Point	Dwelling & Garage	285,000.00
5 Brown Hawk Road, Primrose Sands	Shed	20,000.00
63 Federation Drive, Sorell	Dwelling	342,000.00
7 River Street, Carlton	Dwelling & 2 x Outbuildings	650,000.00
5 Edith Close, Forcett	Solar Panels	16,580.00
6 Sea Eagle Road, Primrose Sands	Dwelling	356,000.00
3 Gypsy Place, Primrose Sands	Dwelling	75,000.00
10 Arthur Street, Sorell	Dwelling x 2	850,000.00
Unit 1, 72 Midway Point Esplanade, Midway Point	Dwelling	279,000.00

### FEES WAIVED

During the month of April 2025, there were no fees waived.

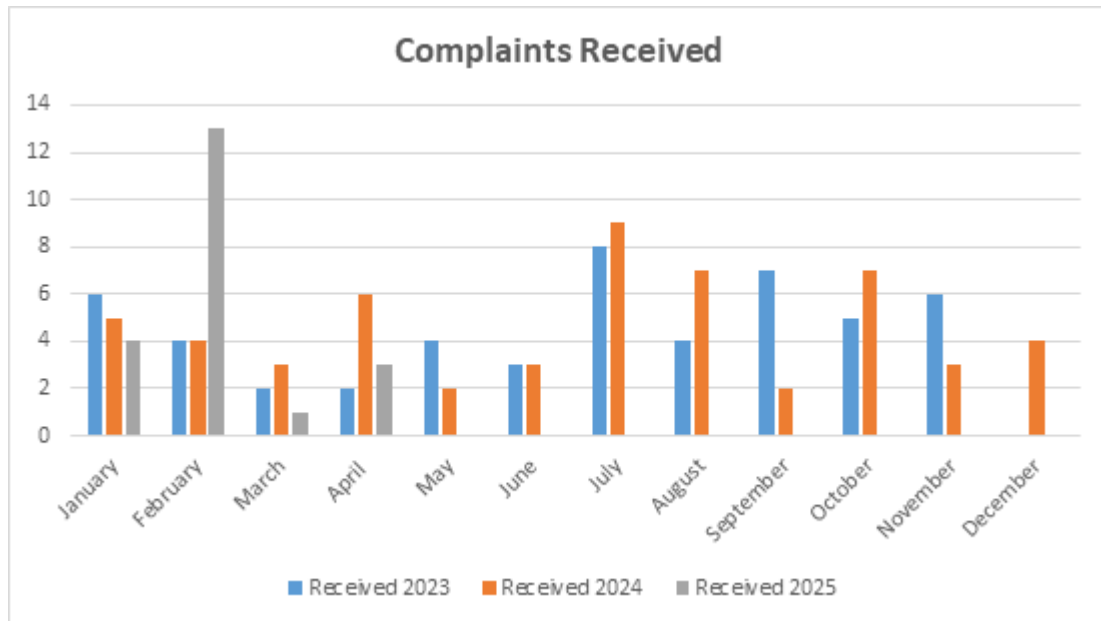
### BUILDING COMPLIANCE

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

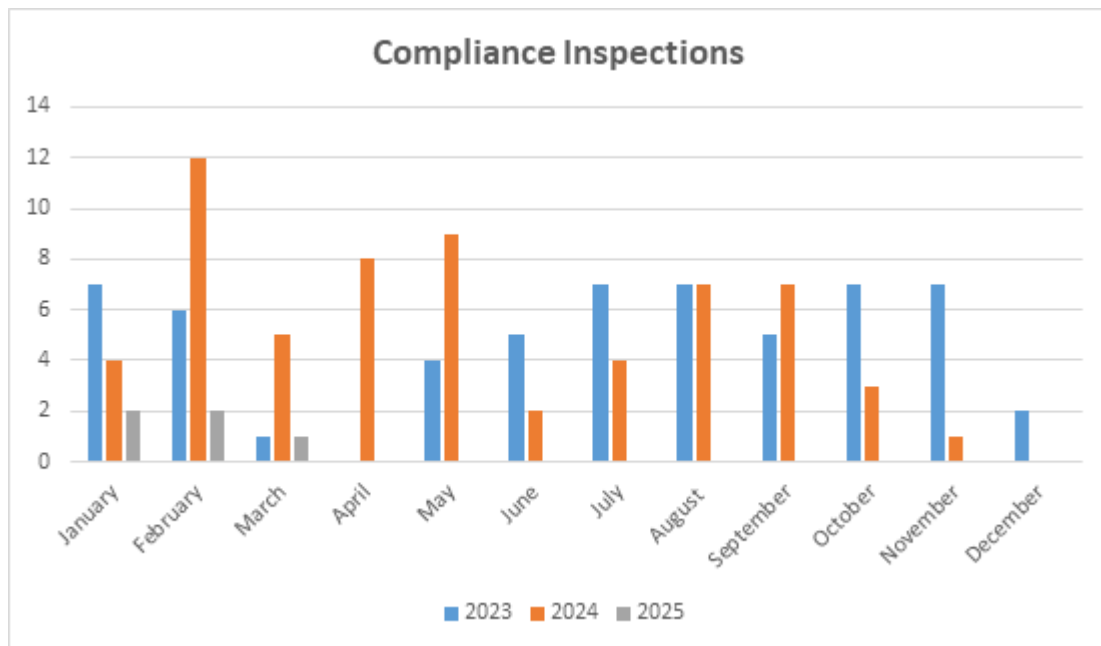
During the month of April 2025, we received 5 new complaints that require further investigation.







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



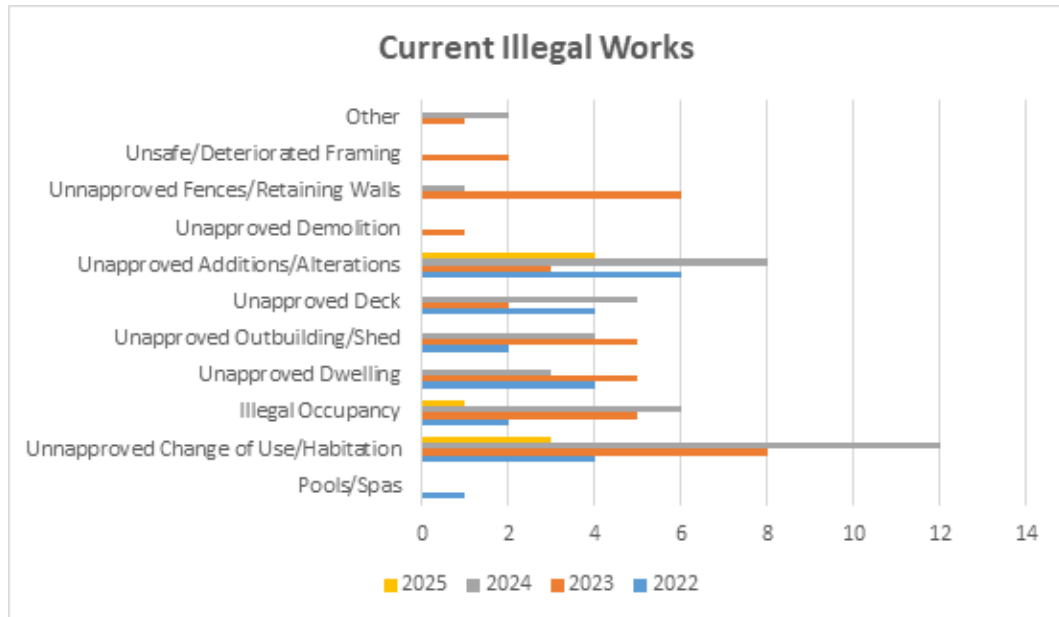
We often receive other incoming queries/complaints that do not require inspections that can be completed as they comply or are low risk work not requiring permits.

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

Building Notices issued:	1
Building Order issued:	3
Building Order (Including Notices) revoked:	2



Infringement Notices issued:	0
Emergency Order issued:	0

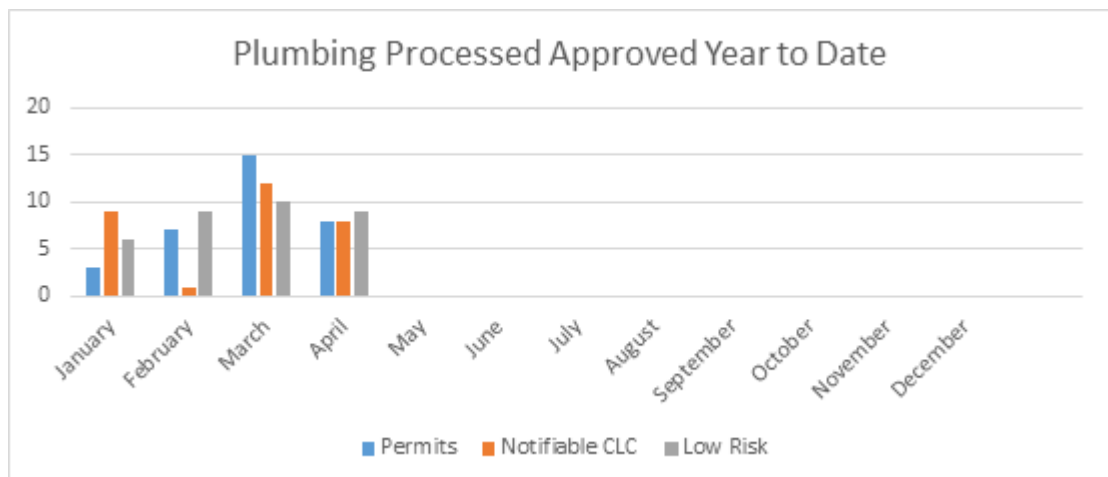


## PLUMBING

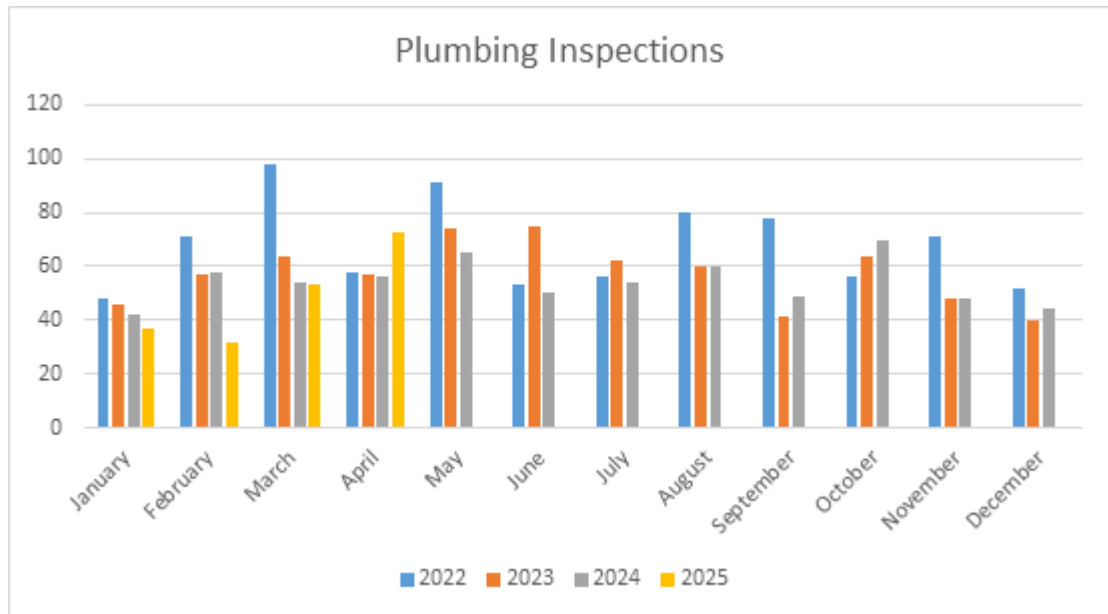
Analysis of applications approved year to date including April 2025. These include (Permit/Notifiable/Low Risk).

Details of applications that were processed in April 2025 include:

- 8 Permits
- 8 Notifiable
- 9 Low Risk



In April, 73 plumbing inspections were conducted for new and existing plumbing works. These works are current Plumbing Permits and Certificates of Likely Compliance.



## PLUMBING COMPLIANCE

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

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

## ENVIRONMENTAL HEALTH

### ***Building Act 2016***

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

The operator of a commercial property in the Southern Beaches which discharges wastewater into Pittwater has not yet been resolved. The owner has signed a contract with a plumbing business to undertake the work.

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

Development and subdivision application assessments completed including, new houses, and subdivisions in the Southern Beaches, (where



the Southern Beach On-site Wastewater and Stormwater Special Area Plan applies).

### **Food Act 2003**

Inspections are ongoing to ensure registration of food business is consistent with the Food Standards Code. Registered Food business safety assessments were conducted during April 2025 in the municipality with food business inspected. Follow-up inspections were performed for food businesses that were found to be non-compliant when an on-the-spot-inspection was performed. EHO assessment of Food Premises Works and Compliance under the national Construction code was requested.

### **Public Health Act 1997**

Four notifiable disease investigations were requested by State Health Communicable Disease Prevention Unit (CDPU). All four were not related nor were related to food businesses.

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

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

The EHO has issued an abatement notice on a property in Midway Point requiring the owner to remove rubbish and unsightly articles.

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

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

### **Waste Management**

#### **1. Waste collection statistics**

Month	2024/25 - Participation rate (%)				
	Garbage	Recycling	Greenwaste (bins)	Bulk Greenwaste	Hardwaste
July	80	77	38		



August	81	78	33		16
September	81	77	41		
October	83	74	50	10	
November	85	82	49		
December	86	81	50	7	
January	86	86	54		
February	86	85	51		
March	85	83	45		
April	84	82	43		

Month	2024 Tonnage of waste collected				
	Garbage	Recycling	Greenwaste	Hardwaste	Greenwaste (bulk)
July	313	77	72		
August	383	76	103	109	
September	314	84	85		
October	323	106	103		32
November	309	96	86		
December	318	90	85		34
January	314	100	86	205	
February	275	88	75		
March	283	91	50	4	
April	264	81	60		

Month	2024 Mornington Park Transfer Station - Sorell Residents (Tonnages)			
	Recoverables	Greenwaste	Garbage	
July	12	17	134	
August	15	21	122	
September	16	23	128	
October	21	37	140	
November	10	34	148	
December	21	42	171	
January	18	58	141	
February	11	34	109	
March	12	28	115	
April	23	38	124	

1. Lower rainfall and cooler weather resulted in a drop in the Greenwaste wheelie bin collections which is to be expected at this time of the year.

2. TasWater South engaged consultants to undertake an audit of bin garbage bin composition at designated areas throughout Southern



Tasmania. The information will be used to obtain a better understanding of what materials are deposited in garbage bins, particularly organics.

3. Information was received from Recycle Rewards for the introduction of the Container Refund Scheme that commences on 1 May 2025. Refunds points are in Sorell (behind the Coles Supermarket) and Dodges Ferry (Car Park of the Dodges Ferry Hotel). Another site will likely open in Primrose Sands in coming months.

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

Several enquiries have been received about roadside vending in April.

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

TasWater's consultant has finalised designs for the new wastewater treatment systems to replace the existing sewage lagoons on the recreation park that service the School, Okines House, and Dodges Ferry Football Club.

The consultant has identified potential suitable areas for the new treatment plant on the school property. The treated wastewater is proposed to be applied to the land via absorption trenches in the Dodges Ferry Recreation reserve. The location is outside of the priority vegetation area included in the Reserve Management Plan, thus minimising impacts on the environmental values of the reserve. Unfortunately, there is no other suitable area on the schools' property or other parts of the recreation reserve.

Following the new treatment plants construction, the existing failing sewage lagoons, will be de-commissioned and recreation park re-habilitated. The works will include removal of weeds.

Council staff have met with Department of Education and TasWater and are in the process of arranging community consultation.

#### ***Southern Beaches On-site Wastewater and Stormwater Strategy***

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

A draft report is expected to be received in June 2025.

#### ***By-Laws***

The Public Places by-law has been gazetted and has now come into effect.



## **COMPLIANCE**

### **Dogs on beaches**

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

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

The final version was released and is being distributed via social media and is available on Councils' website. A QR code will appear on Council signage linking to the video. It will also be used in dog education information sessions and at schools or Councils events.

Unfortunately, several dog signs have been vandalised and stolen, resulting in new signage being required.

### **Dog attacks**

Council officers investigated several dog attacks on people and other dogs.

A dog owner was fined for their dog biting a lady while walking along a beach. Another attack on a dog at Penna Beach was investigated but the dog owner could not be identified.

### **Dogs at Large / Fines and impounded**

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

### **Planning Compliance**

2 Complaints were received and investigated but remain unresolved.

### **Parking**

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



### **Noise Complaints including Dog Barking and Poultry**

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

3 permits to keep animals in certain zones were applied for and issued. Including one ongoing issue with goats and other animals being kept on a property in Primrose Sands.

### **Littering**

There continues to be a large amount of rubbish dumped roadside, in most instances the person responsible could not be identified.

### **Caravans**

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

Compliance Officers have commenced inspections and are checking that all vans are licensed.

### **Fire Hazards**

Contractors have completed clearing all properties that did not comply with the original abatement notice. No further notices were issued as the fire season is coming to an end.

## **11.6 INFRASTRUCTURE AND ASSETS – JULIE MANN, MANAGER**



### **CAPITAL WORKS - TRANSPORT AND STORMWATER**

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

#### **Capital Works projects within the design phase:**

- Whitlam Court, Lewisham – Stormwater – Land easement and negotiation with property owner delays – currently looking at an amicable solution – ongoing.
- Franklin Street, Dunalley – reconstruction, and associated drainage works. Design Stage. PDA draft detail design prepared, under review.
- Three Street, Dodges Ferry – upgrade and associated drainage works. Design Stage. PDA draft detail design prepared, under review.





- Pearl Court, Dodges Ferry – upgrade/stabilisation. PDA draft detail design prepared, under review.
- Delmore and White Hill Road – Intersection upgrade. Geotech investigation, UDM have completed GPR survey to assist in the reconstruction design - ongoing.
- Southeast Sports Complex – drainage works, materials quotation received from TEFCO. Additional works required, upstream pipe shows signs of significant damage.
- Shark Point Road and Penna Road – Reconstruction - awarded to JMG for the detailed design.

**Capital Works construction projects within the procurement process:**

- Nil.

**Capital Works under active construction:**

- Erle Street – stormwater pipe relining & headwall works (Nu-Jet) - completed.
- Re-sheet Program – 2024/25 program is completed.
- Re-Seals Program – 2024-25 program is completed.
- Allambie Road, Orierton – Reconstruction works started in January 2025, expected completion in May 2025.
- Oak Street, Primrose Sands – Reconstruction works completed.
- Valleyfield Road drainage project completed by operational staff in early April 2025.
- Old Forcett Road drainage and road widening started in Mid-April by Operational Staff.
- Junction Street, Dodges Ferry – footpath renewal works are complete.
- Raynors Road and Darwin St, Midway Point. Footpath renewal works are now complete.
- Carlton Beach Road – footpath renewal from Park Bach to East Street. Works commenced in March 2025, expected completion is early May 2025.
- Parnella Road – Kerb and channel stormwater works commenced onsite in March 2025, expected completion is mid-May 2025.
- Junction Street & Bally Park Rd. Footpath renewal works are now complete.
- Carlton Beach Rd (Payeena to East St). Footpath renewal works due for completion in early May 2025.

**Safer Rural Roads Program:**

- Kellevie Road project – Works commenced onsite in April 2025. All civil works are complete, re-sheeting is expected to occur May 2025.



## **CAPITAL WORKS - LAND IMPROVEMENTS AND BUILDINGS – Anthony**

### **FOOTPATHS**

- Red Ochre Beach Access – Designs are being drawn up and will be reviewed including required budget allocation changes.
- Sorell Streetscape:
  - Final landscaping components to be scoped and put to Council for funding approval as grant project funds expended - Progressing.
- Reynolds Rd – Installation of kerb ramps and footpath extensions is complete.

### **BUILDINGS**

#### **Southeast Jobs Hub**

- Works onsite are progressing well:
  - Main power supply to the building is complete.
  - Door hardware has been installed.
  - Concrete floors have been polished and vinyl flooring is being installed.
  - Electrical & Plumbing fit off is currently underway.
  - Electrical sub mains switchboards are being installed.

#### **Sorell Memorial Hall - Extension**

- Sub structure works are complete, including sub floor drainage, piers and thickening beams.
- Some difficulties have been encountered due to existing underground infrastructure.

### **PARKS AND RESERVES**

#### **Dodges Ferry Skate Park**

- Contractor has confirmed works can commence in May 2025 with completion by 30 June 2025.

#### **Madison Lyden Park**

- Concept plan for the amenities block has been developed.
- Footpath work quotes have been received and awarded.
- Request for quotes for car park works to be sought shortly.



### **Pembroke Park – BMX Track**

- Additional coat to track surface has been delayed due to poor weather conditions.
- Works are now expected to be carried out in September / October 2025 when weather warms up.

### **Pembroke Park - Soccer**

- Quotes have been received for perimeter fencing, works have commenced onsite.

### **Pembroke Park & Dodges Ferry Recreation Centre – AFL Goals**

- Quotes have been received for rear netting and the job has been awarded.

### **ASSETS, GIS & ICT UPDATES**

- 2025/26 draft Capital budgeting
- Process Q3 Assetic Imports and export reports for finance
- Natural Assets Strategy Maps
- Additional Mapping for Southern Beaches Stormwater / Wastewater Project

### **Southeast Stadium Court Floor update – no changes**

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

Ongoing activities:

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



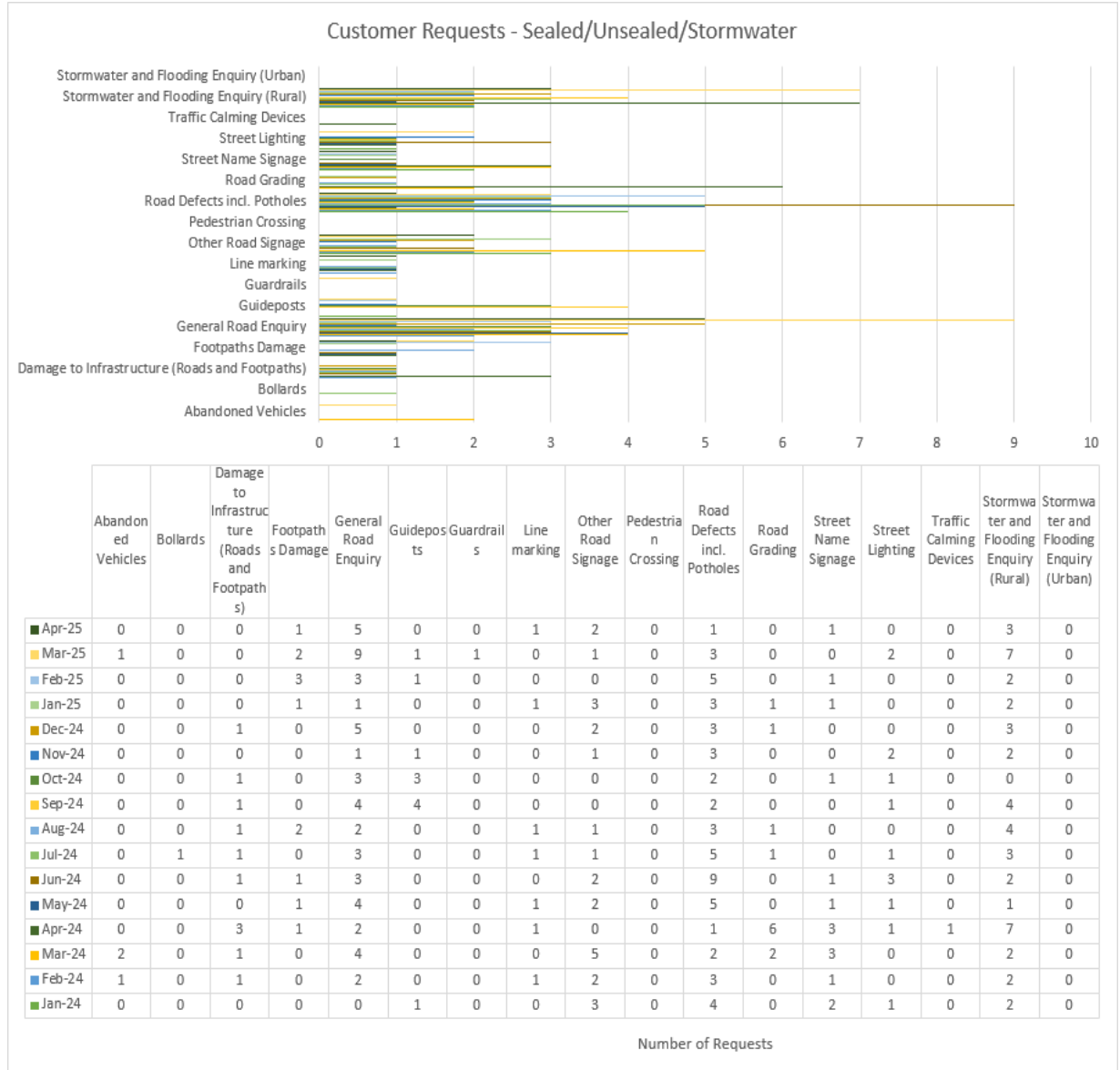
### **AGENDA**

ORDINARY COUNCIL MEETING  
20 MAY 2025

## 11.7

**ROADS AND STORMWATER - DAVID REARDON, MANAGER**

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

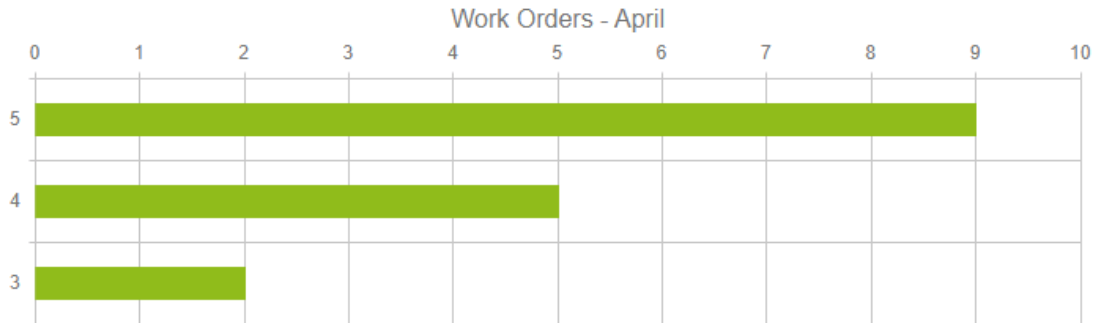
**CRM's****Maintenance and Repairs**

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

**AGENDA**

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### Unsealed Road Crew

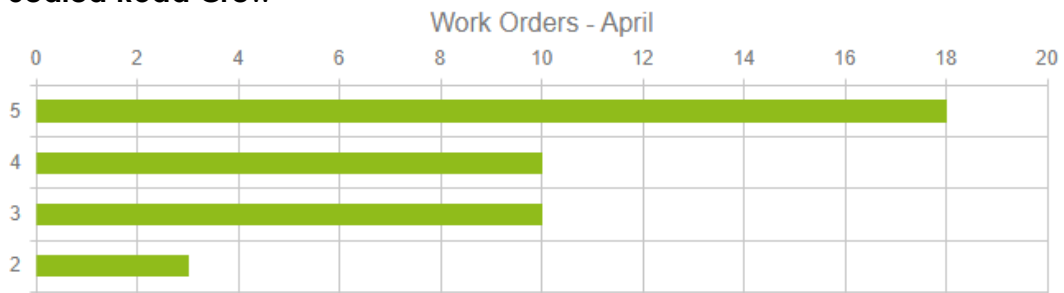


- Grading on Josephs Road and Lourah Street.
- Rutting on Signal Hill Road.
- Tree Trimming on Signal Hill Road, Josephs Road, Bay Road, Esplanade West, and Beach Road.

### Roadside Furniture

- Signs at Marion Bay Road and Kidbrook Road.
- Guideposts on Nugent Road and Branders Road.
- Traffic Counters on River Street and Alomes Road.

### Sealed Road Crew



- Potholes at First Avenue, Shark Point Road, Greens Road, Tenth Avenue, Second Avenue, Carlton Bluff Road, Pembroke Park Access Major, Delmore Road, Shark Point Road, Bay Road, Ridge Road, Pawleena Road, Fitzroy Street, and Nugent Road.
- Shoulders on Kellevie Road and Sugarloaf Road.
- Tree Trimming on Lewisham Scenic Drive, Short Street, and Bream Creek Road.
- Linemarking on Gordon Street and Parsonage Place.

### Inspections carried out

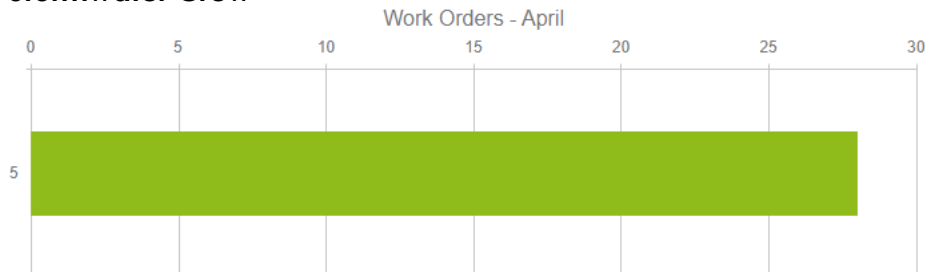
- Midway Point
- Sorell
- Nugent

### Roadside Furniture

- Signs at Kirabati Road, Wolstenholme Drive, Junction Street, Lewisham Road, and Marion Bay Road.

- Guideposts on Wattle Road, Brinktop Road, Tecoma Road, Orielton Road, and Greens Road.
- Pedestrian Hoops on Carlton Beach Road.
- Footpath Maintenance on Penna Road.
- Traffic Counters on Fulham Road, Quarry Road, and Junction Street.

#### Stormwater Crew



- Clean Drains at Wattle Road, Gully Road, Carlton Bluff Road, Gate Five, Return Street, Carlton River Road, Second Avenue, Imlay Street, Paneminner Street, Rotuli Street, Ulvererne Street, Carlton Beach Road, RV Park, Brinktop Road, Spoonbill Loop, Stadium Entrance, Linden Road, Ridge Road, Brown Hawk Road, and Rantons Road.
- Kerb Repair on Hoffman Street and McKinley Street.
- Vegetation Control on Gypsy Bay Ramp Access and Dunalley Esplanade.
- Remove Dumped Rubish at Sugarloaf Quarry.

#### Capital Works

- Old Forcett Road

## 11.8 FACILITIES AND RECREATION – BEN BUCKLAND, MANAGER



#### FACILITIES MAINTENANCE/ACTIVITY

- Vandalism repairs, various
- Plumbing repairs Stadium
- Plumbing compliance survey and management
- Building inspections
- Midway Point Child Care Kitchen upgrade
- Pembroke Park fencing installation
- Banner Installation Stadium
- Irrigation Survey instigation Pembroke Park
- Stadium Flooring replacement Project instigation
- Line Marking contract creation
- Ten Lives Cat Management Program Inception Southern Beaches
- Depot Project – replace toilet block. Project adjustments to include shower and future site planning.
- Source and order Grant Funded Team seating for Soccer Fields at Pembroke
- Project setup Midway Point Park and Ride, new DSG PM



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- Forward Planning Dodges Ferry Tas Water Infrastructure Upgrade, detailed discussions with DECYP
- Dodges Ferry Football oval irrigation mapping
- Procurement research plant upgrades/replacement
- Coordination of conflict bookings SE Stadium
- Vandalism survey and procurement research for vandal resistant soap and paper dispensers
- Play park components replacements various

#### **LAND IMPROVEMENTS**

- Tree work – Various locations
- Ongoing mowing and maintenance for Parks, Reserves and Walkways.
- CRM's.
- Install bin and bin surrounds at Cricket nets Pembroke Park
- Survey project areas for future works
- Closure of RV overflow for the season

#### **NATURAL RESOURCE MANAGEMENT**

Following key activities were conducted:

- Work in progress for weed action fund projects on perennial grassy weeds.
- Coastsnap to be installed in Marion Bay lookout in coming weeks.
- Various site plans are being developed with partner properties under Rivers to Ramsar (Urban River grant program) project. The project aims to restore riparian ecology in three rivers; Sorell rivulet, Orielton rivulet and Frogmore Creek.
- Carlton estuary geological and hydrological assessment completed.
- NRM Strategy draft for public consultation finalised and ready for public consultation in May.

## 12.0 PETITIONS STILL BEING ACTIONED



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

## 13.0 PETITIONS RECEIVED



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





## 14.0 LAND USE PLANNING



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

In accordance with Regulation 25, the Council will act as a planning authority in respect to those matters appearing under item 14 on this agenda, inclusive of any supplementary items.

### 14.1 SORELL PLANNING AUTHORITY MINUTES



#### RECOMMENDATION

"That the minutes of the Sorell Planning Authority ("SPA") Meeting of 6<sup>th</sup> May 2025 be noted."



## 15.0 GOVERNANCE



### 15.1 YOUTH SPACE – 11 FITZROY STREET

#### RECOMMENDATION

"That Council resolves to endorse the retention and utilisation of 11 Fitzroy Street for the purpose of a dedicated Youth Space."

#### Introduction

This report seeks Council's approval to retain 11 Fitzroy Street as a Youth Space for the purpose of providing a dedicated space for young people within the community. Enabling improved access to support services, programs, social activities and community engagement opportunities.

#### Background

In 2024 Council engaged the Youth Network of Tasmania (YNOT) to undertake an extensive consultation with young people aged 12-19 years living in the South-East region. One of the key findings and recommendations of the Report was the establishment of a Youth Hub in Sorell to provide a safe space for young people to socialise, access services, and participate in structured activities.

11 Fitzroy Street was earmarked as a potential Youth Space many years ago and had works undertaken to ensure it was compliant and fit for that purpose. Given its central location and established infrastructure, the facility is well-positioned to serve the needs of young people in our community.

#### Strategic Plan

The retention of 11 Fitzroy Street as a Youth Space is consistent with two key objectives in Council's *Strategic Plan 2019 – 2029*:

**Objective 3** – To Ensure a Liveable and Inclusive Community

**3.3** Advocate for effective service delivery that meets current and future population and demographic projections.

**Objective 4** – Increased Community Confidence in Council

**4.6** Engage effectively with the community and other stakeholders, ensuring communication is timely, involving and consistent.



## **Annual Plan**

The proposal aligns with the 2024-2025 Annual Plan's commitment to "*Commence implementation of the South East Youth report recommendations.*"

## **Policy implications**

The creation of a dedicated Youth Space aligns with broader state frameworks for youth development and support.

A review of Council's *Safeguarding Children and Young People Policy* will need to be undertaken to ensure compliance with our commitment and obligations to young people's safety.

## **Asset Management Implications**

The property at 11 Fitzroy Street is a Council-owned asset and retaining it for youth services ensures that it remains a valuable community resource. Regular maintenance and potential upgrades will be required to keep the facility safe and functional. These have been included in the draft 25/26 operating and capital budgets.

## **Risk Management Implications**

Without a dedicated Youth Space young people in the community may have limited access to essential support services, increasing the risk of social isolation and disengagement. Retaining the facility addresses this risk by providing a consistent and accessible space for youth programs and activities.

## **Community Implications**

The Youth Space will play a vital role in supporting young people's well-being, providing opportunities for social interaction, access to essential services and a sense of belonging within their community. Retaining the facility aligns with community expectations and strengthens the overall support network for young people.

## **Statutory Implications**

The building received the appropriate permits and approvals in 2013 for change of use to a Youth Centre. Council will ensure that the facility meets all statutory requirements for community service provision.



## Report

In summary, the retention of 11 Fitzroy Street as a Youth Space is a strategic and community-driven decision that aligns with Council's broader objectives. The facility will provide essential services for young people, support social inclusion, and enhance community well-being. Council's endorsement of this initiative will enable continued investment in youth development and engagement programs.

JESS HINCHEN

**DIRECTOR PEOPLE & PERFORMANCE**

**12 May 2025**

## 15.2 MUNICIPAL EMERGENCY MANAGEMENT COMMITTEE

### RECOMMENDATION

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

- Municipal Coordinator – Manager Facilities & Recreation
- Deputy Municipal Coordinator – Facilities Maintenance Coordinator
- Municipal Recovery Coordinator – Community Development Officer; and
- Deputy Recovery Coordinator – Works Support Officer – Facilities & Recreation."

### Introduction

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

### Background

The strategic objectives of the MEMC are to:

- Maintain a Municipal Emergency Management Plan (MEMP), to guide the management of risks to the community arising from emergencies, through considering all elements of prevention and mitigation, preparedness, response and recovery (PPRR);
- Recognise the value of relationships and partnerships for emergency management, in particular the importance of:



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- Community contributions in emergency management and promoting community engagement as required;
- Maintaining linkages with related bodies including the Southern Region Emergency Management Committee (SREMC); and
- Identifying roles and responsibilities and integration processes between emergency management and Council management structures.
- Develop a progressive review system that is implemented for all emergency management elements and is based on continuous improvement principles; and
- Maintain an active and relevant municipal committee.

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

### **Strategic Plan**

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

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

### **Annual Plan**

N/A

### **Policy**

N/A

### **Environmental implications**

Nil

### **Asset Management Implications**

Nil

### **Risk Management Implications**

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



## Community implications

Ensuring we have a current MEMC is in the best interest of the community and ensures we are ready to respond in the event of an emergency.

## Statutory implications

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

## Report

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

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

- Municipal Coordinator – Manager Facilities & Recreation
- Deputy Municipal Coordinator – Facilities Maintenance Coordinator;
- Municipal Recovery Coordinator – Community Development Officer; and
- Deputy Recovery Coordinator – Works Support Officer – Facilities & Recreation.

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

JESS HINCHEN

**DIRECTOR PEOPLE & PERFORMANCE**

**12 May 2025**

## 16.0 INFRASTRUCTURE AND ASSETS



Nil reports.



### AGENDA

ORDINARY COUNCIL MEETING  
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## 17.0 COMMUNITY RELATIONS



### 17.1 COMMUNITY GRANTS PROGRAM

#### RECOMMENDATION

"That Council approve a grant application from Pembroke Parkun and decline a grant application from Sorell Community Network under the 2024-2025 Community Grants Program as per the following report."

#### Introduction

Through the Community Grants Program 2024-2025 Council provides financial support to eligible community groups and organisations within the Municipality for their projects, events and activities.

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

These may include, but are not limited to:

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

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

#### Strategic Plan

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

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

#### Operational Plan

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



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**Policy**

Community Grants Policy.

**Asset Management Implications**

NIL

**Risk Management Implications**

NIL

**Community Implications**

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

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

**Report**

Council received two Community Grant Applications from –

- Pembroke Parkrun – a request for \$1,299 towards loudspeaker equipment for use on event days.
- Sorell Community Network - a for \$1383 for a BBQ and Chest freezer to support their Free Food Program.

The applications were discussed by Council at their workshop on 5 May 2025. All Councillors were in attendance.

These applications are presented to Council for approval.

**Stacey Gadd****Manager Community Relations**

Date: 15 May 2025

**AGENDA**

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## 18.0 FINANCE



### 18.1 EXECUTIVE SUMMARY – FINANCIAL REPORT APRIL 2025 YTD

#### RECOMMENDATION

"That the Executive Summary – FINANCIAL REPORT APRIL 2025 YEAR-TO-DATE be received and noted by Council."

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

#### FINANCIAL REPORT APRIL 2025 YEAR-TO-DATE

The operating surplus for the period ended 30 April 2025 of \$3.955m is above the budget of \$3.237m by \$718k. The main drivers of this position are:

- Recurrent income year to date is \$22.717m, and is above budget by \$63k.
- Operating expenses year to date are \$18.761m, which is below budget by \$655k.

#### NOTES TO THE ACCOUNTS

##### 1. RATES AND CHARGES

This category is above budget by \$37k to the end of April, with no significant variances noted.

##### 2. STATUTORY FEES AND CHARGES

This category is above budget by \$27k to the end of April. The following significant variances are noted:

- Other Infringements Fines & Penalties is above budget by \$11k as a result of increased activity.

##### 3. USER FEES

This category is below budget by \$24k to the end of April. The following significant variances are noted:

- Engineering Inspections & 1% Approval Fee is below budget by \$20k, as a result of activity being less than expected year to date.
- Fire Abatement charges are below budget by \$16k with invoices being processed in May.



#### **4. GRANTS OPERATING**

This category is over budget by \$14k to the end of April. The following significant variances are noted:

- State Grants & Subsidies is above budget by \$14k, primarily as a result of the receipt of unbudgeted Wielangta MTB Project funding.

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

#### **5. CONTRIBUTIONS RECEIVED**

This category is below budget by \$38k to the end of April. The following significant variances are noted:

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

#### **6. INTEREST**

This category is above budget by \$40k to the end of April, with no significant variances noted.

#### **7. OTHER INCOME**

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

#### **8. INVESTMENT IN TASWATER**

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

#### **9. EMPLOYEE BENEFITS**

Total employee benefits is below budget by \$69k to the end of April.

The following significant variances are noted:

- Staff Training is below budget by \$14k. A number of training opportunities have been scheduled for the remainder of the financial year. However, it is unlikely the full remaining budget of \$28k will be expended by the end of the financial year.
- Long Service Leave is above budget by \$25k primarily due to the recognition of leave for an employee transferred from another Council.



## 10. MATERIALS AND SERVICES

Materials and services is \$507k below budget to the end of April.

The following significant variances are noted:

- Computer Hardware maintenance is below budget by \$10k due to a contingency (\$6k) not required, iPads (\$2k) and mobile phone replacements (\$2k) not yet completed.
- Consultants other is below budget by \$161k, predominantly as a result of significant underspends to date in General Manager (\$18k), Engagement & Events (\$8k), Assets & GIS (\$21k), Engineering (\$51k), NRM (\$12k) and Environmental Health (\$41k).
  - General Manager underspends relate to delays in the progression of the Pembroke Park Master Plan \$35k. An amount of \$16k was invoiced in early May.
  - Engagement & Events relates to underspends on indigenous advisory services which are yet to be invoiced and Community Engagement Facilitation activities which will not occur.
  - Assets & GIS relates to an asset management strategy power BI story board and the remainder of a stormwater CCTV condition survey. The story board may be rolled over to 2025/2026 and the survey will be completed prior to the end of the year.
  - Engineering relates predominantly to a road condition survey and other minor works. At this stage the only works to proceed are \$5k of deflection testing.
  - Environmental Health relates to the proposed Southern Beaches onsite wastewater and stormwater strategy. There has been a delay to this project and a percentage of costs will be rolled over to 2025/2026.
  - NRM underspends relates to delays in the development of the NRMEAG weed management plan.
- Contractors is below budget by \$89k, primarily as a result of underspends to date in NRM (\$40k), Town Planning (\$7k), Engineering (\$28k) and Information Technology (\$12k).
  - Information Technology relates to the implementation of the Website Waste Booking system which is unlikely to proceed.
  - Engineering relates to backfill which is no longer required.
  - Town Planning relates to the backfill for a planning consultant. These costs were lower than expected during the month of April. This amount will be spent in coming months.
  - NRM is due primarily to delays in scheduled works.
- Legal Fees are below budget by \$19k, as a result of lower than expected activity.

- Line marking is below budget by \$20k, as a result of a lower-than-expected level of expenditure year to date. Works are planned to spend this amount before the end of the financial year, weather dependant.
- Recycling Centres is above budget by \$13k, as a result of higher than expected volumes.
- Repairs and maintenance is below budget by \$260k, predominantly as a result of underspends to date in Community Facilities - Pembroke Park Stadium (\$15k), Sealed Roads (\$46k), Unsealed Roads (\$28k), Stormwater (\$32k), Land Improvements (\$83k) and Bridges & Other Structures (\$55k). These underspends are somewhat offset by an overspend in Community Facilities (\$13k). Repairs and maintenance costs are difficult to estimate, due to the often reactive and unpredictable nature of these activities. However, most of these underspends are due to scheduling. Further, Land Improvements had planned significant works of \$50k in March, which had to be delayed due to scheduling and will now take place in 2025/2026. It is likely that a small amount of the above expenditure will not be necessary.
- Kerbside Green Waste Disposal is below budget by \$10k. The variance is a result of lower than expected volumes of waste disposed.

## **11. DEPRECIATION AND AMORTISATION**

This category is below budget by \$24k to the end of April, with no significant variances noted.

## **12. FINANCE COSTS**

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

## **13. OTHER EXPENSES**

This category is below budget by \$56k to the end of April. The following significant variances are noted:

- Employee Subscriptions, Licences and Memberships is below budget by \$35k, due to the non-payment of Council's contribution to the STCA for a Regional planning Coordinator (\$23k), Executive Officer (\$5k) and STCA Subscriptions (\$2.5k).
- Functions & programs is below budget by \$25k, predominantly as a result of various activities budgeted but not yet taken place. This includes Youth Week (\$4k) and Youth Project expenditure (\$15k) as well as engagement and special committee activities and event catering (\$4k). These functions and program expenses are expected to take place over May and June.



- Insurance Claims Related Expenses are over budget \$16k primarily due to replacement costs following the theft of tools at the Works Depot. A claim against our insurance policy will be finalised at a later date.
- NRM expenses is below budget by \$12k with activities planned for May and June.

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

This category is below budget by \$1.13m to the end of April.

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

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

This category is below budget by \$568k to the end of April.

Budgeted developer contributions were lower than expected. This relates to donated assets which are capitalised in Assetic during the financial year. Donated assets generally relate to subdivision assets, which become a Council asset once the development is complete.

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

This category is above budget by \$335k to the end of April.

Unbudgeted loss on disposal of assets of \$338k was recognised in April. This relates to asset disposals which have been processed in Assetic in quarter three 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 April.

#### **CASH & INVESTMENTS**

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

Council's cash position decreased by \$1.939m during the month of April, predominantly due to payment of payroll and invoices in comparison with the 2023/2024 financial year, the current cash balance of \$21.996m is \$2.548m greater than the balance at the same time last year. Sorell Council continues to hold \$1.135m in grant income received in advance as



reported in the Balance Sheet, this is \$624k less than the balance at the same time last year. Overall, the current cash balance movement is a result of less year-to-date operating and capital expenditure than expected.

### **CASH RESERVES**

As at 30 April 2025, cash reserves being held by Council are as follows;

Land Sales	\$1,114,726
Public Open Space Contributions	\$1,857,555
Car Parking Cash in Lieu	\$106,123
Subdivision Traffic Management Contributions	\$150,790
Stormwater	\$7,016
Interest	<u>\$298,797</u>
	\$3,535,007

### **RATES OUTSTANDING**

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

At the end of April, 94.1% of rates had been paid, compared to 95.2% at the same time last year. Rate collections are behind on the previous year, with Rates staff noting an increase in late payments, which is likely a result of toughening economic circumstances. Rates staff have maintained their standard rates debtor follow-up and collection processes throughout the year.

### **ATTACHMENTS**

MONTHLY DASHBOARD REPORT (Pages 5)

- a) Statement of Income and Expenditure for the period ending 30 April 2025 (Pages 1)
- b) Statement of Financial Position as at 30 April 2025 (Pages 1)
- c) Statement of Cash Position as at 30 April 2025 (Pages 1)
- d) Detailed Statement of Income and Expenditure for the period ending 30 April 2025 (Pages 5)
- e) Investments and Borrowings as at 30 April 2025 and Graph 1 – Total Cash Available (Pages 4)
- f) Graph 2 - Rates Outstanding (Pages 2)



g) Grants Variance Analysis (Pages 2)

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

**SALLY FANG**  
**ACCOUNTANT**

**MARK PATMORE**  
**ACCOUNTANT**

Date: 13 May 2025

Attachments (19 pages)



**AGENDA**  
ORDINARY COUNCIL MEETING  
20 MAY 2025

## SORELL COUNCIL – MONTHLY DASHBOARD REPORT APRIL 2025

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

### REVENUE

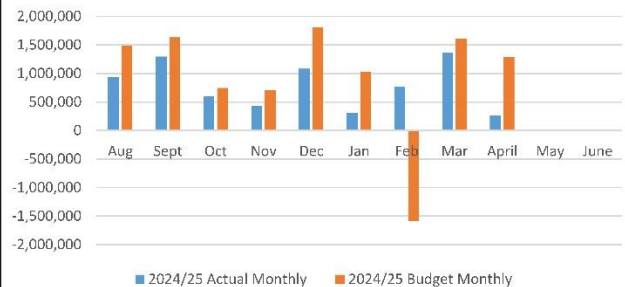
The most significant graphical variances displayed below relate to Grants Capital, Contributions – Non-monetary Assets and net loss on disposal. Grants Capital is under budget by \$1.128m and disclosed in further detail in the Grants Variance Analysis report for the month (g). Contributions from donated assets had not been as high as expected. Disposals for the first three quarters were completed in Assetic in November, January and April with total net loss of \$1.495m.

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

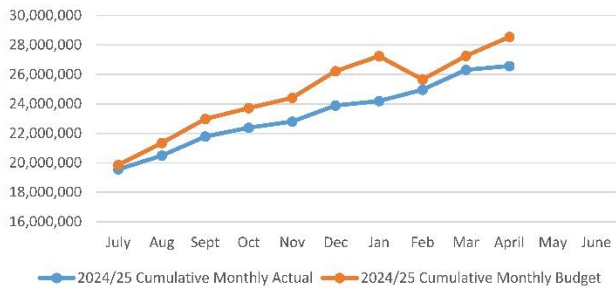
Operational and Capital Monthly Revenue  
2024-25



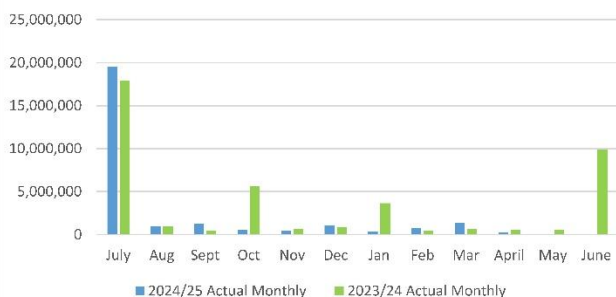
Operational and Capital Monthly Revenue  
Aug-June 2024-25



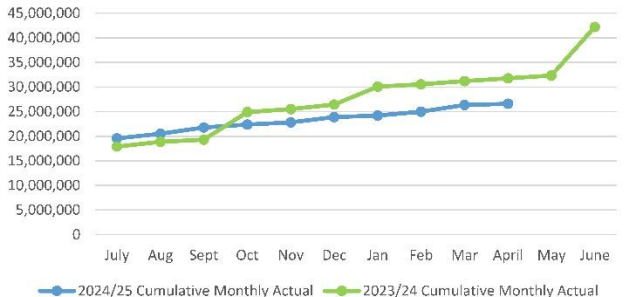
Operational and Capital Cumulative Revenue  
2024-25



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



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



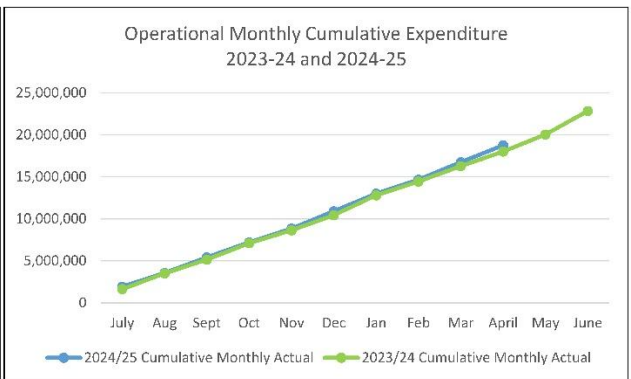
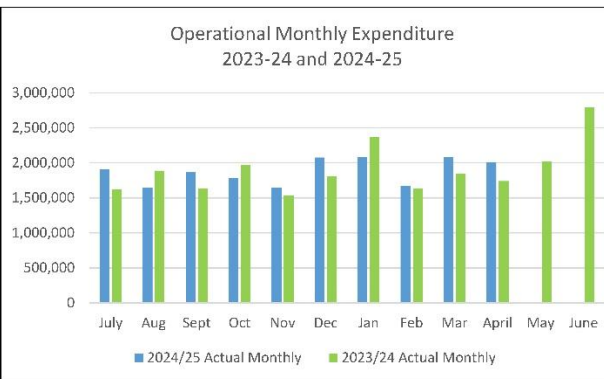
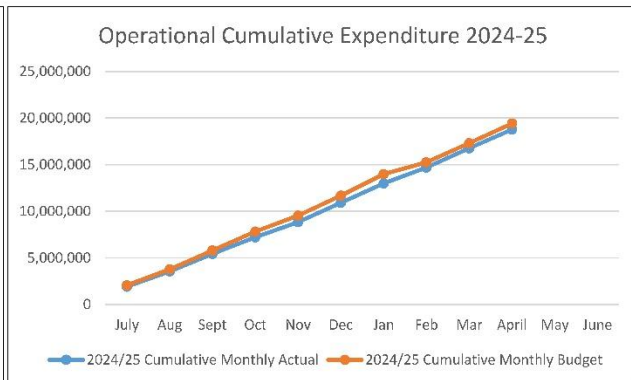
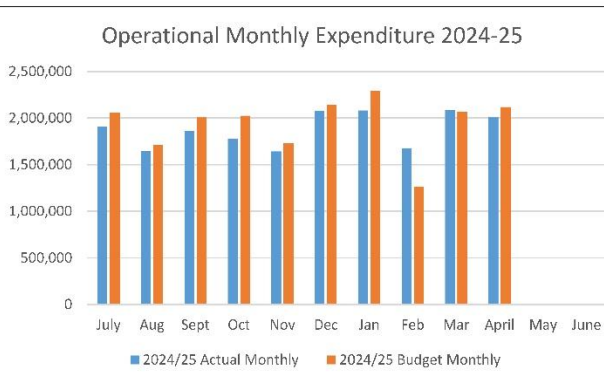
**AGENDA**  
ORDINARY COUNCIL MEETING  
20 MAY 2025



**EXPENDITURE**

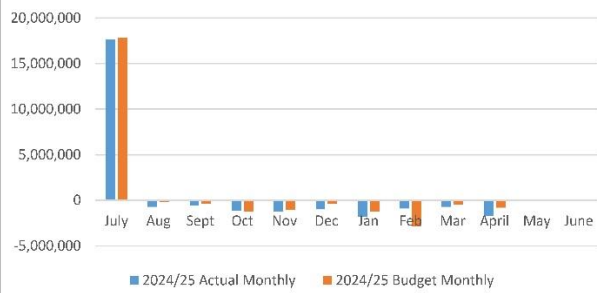
Actual expenditure has been tracking slightly below budget throughout the financial year, with no significant graphical variances displayed below. These slight underspends are not expected to be permanent variances, as they are a result of delays in work and project schedules which are still expected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

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

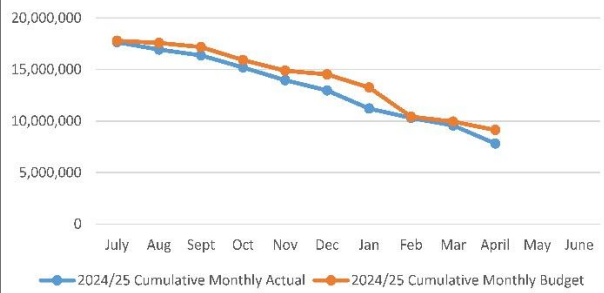


**SURPLUS/DEFICIT**

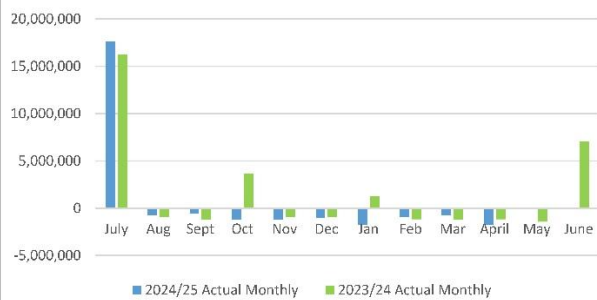
Operational and Capital Monthly Surplus/(Deficit)  
2024-25



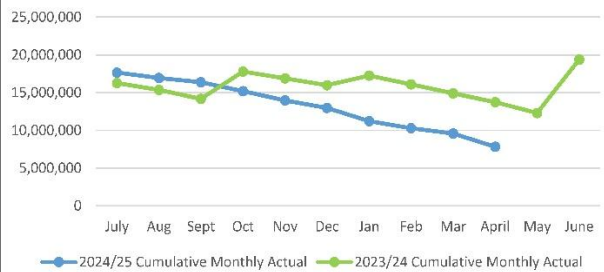
Operational and Capital cumulative  
Surplus/(Deficit) 2024-25



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



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



**SORELL COUNCIL**  
**STATEMENT OF INCOME AND EXPENDITURE**  
For the period April 2025

	NOTES	ACTUAL YTD	BUDGET YTD	VAR	FULL YEAR BUDGET
<b>INCOME</b>					
<b>RECURRENT INCOME</b>					
Rates and Charges	1	19,677,965	19,641,425	36,540	19,640,567
Statutory fees and fines	2	507,959	480,748	27,212	543,808
User Fees	3	464,003	487,561	(23,559)	687,845
Grants Operating	4	412,359	398,626	13,733	2,130,239
Contributions received	5	167,623	205,823	(38,201)	248,423
Interest	6	713,598	673,774	39,824	1,120,734
Other income	7	530,373	522,582	7,790	630,049
Investment income from TasWater	8	243,000	243,000	0	388,800
		<b>22,716,879</b>	<b>22,653,539</b>	<b>63,340</b>	<b>25,390,466</b>
<b>EXPENSES</b>					
Employee benefits	9	6,095,344	6,163,944	68,601	7,695,167
Materials and services	10	5,688,785	6,195,791	507,006	7,915,550
Depreciation and amortisation	11	5,383,768	5,408,137	24,369	6,495,134
Finance costs	12	36,219	35,816	(403)	82,208
Other expenses	13	1,557,417	1,612,950	55,532	1,942,455
<b>TOTAL EXPENSES</b>		<b>18,761,533</b>	<b>19,416,638</b>	<b>655,104</b>	<b>24,130,514</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>3,955,345</b>	<b>3,236,901</b>	<b>718,444</b>	<b>1,259,952</b>
<b>CAPITAL INCOME</b>					
Grants Capital	14	4,745,118	5,873,240	(1,128,123)	7,799,135
Contributions - non-monetary assets	15	608,927	1,176,651	(567,724)	2,010,000
Net gain/(loss) on disposal	16	(1,493,466)	(1,158,067)	(335,399)	(758,067)
Share of Interests in JVs	17	0	0	0	0
<b>TOTAL CAPITAL INCOME</b>		<b>3,860,578</b>	<b>5,891,824</b>	<b>(2,031,246)</b>	<b>9,051,068</b>
<b>SURPLUS/(DEFICIT)</b>		<b>7,815,923</b>	<b>9,128,725</b>	<b>(1,312,801)</b>	<b>10,311,019</b>



**SORELL COUNCIL**  
**STATEMENT OF FINANCIAL POSITION**  
**As At April 2025**

	Actual 2024/2025	Actual 30 June 2024	Movement
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	17,724,196	13,978,607	3,745,588
Investments	4,271,850	5,190,522	(918,672)
Trade and Other Receivables	1,473,320	1,251,538	221,782
Inventories	57,336	57,336	-
Other Assets	77,459	557,423	(479,964)
<b>Total Current Assets</b>	<b>23,604,160</b>	<b>21,035,427</b>	<b>2,568,734</b>
<b>Non-Current Assets</b>			
Trade and Other Receivables	2,650	31,648	(28,998)
Assets Held for Sale	0	0	-
Intangible Assets	244,204	251,675	(7,471)
Property, Infrastructure, Plant and Equipment	368,915,757	370,768,379	(1,852,622)
Work in Progress	6,554,987	1,746,041	4,808,945
Investments	34,024,275	34,024,275	-
Other Non-Current Assets	13,894	13,894	-
<b>Total Non-Current Assets</b>	<b>409,755,767</b>	<b>406,835,913</b>	<b>2,919,854</b>
<b>TOTAL ASSETS</b>	<b>433,359,927</b>	<b>427,871,340</b>	<b>5,488,588</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade and Other Payables	510,875	1,941,265	(1,430,389)
Trust Funds and Deposits	585,987	694,007	(108,020)
Interest Bearing Loans & Borrowings	123,610	245,630	(122,020)
Provisions	1,413,205	1,401,932	11,274
Contract Liabilities	1,135,287	2,163,466	(1,028,179)
Other Current Liabilities	9,766	9,766	-
<b>Total Current Liabilities</b>	<b>3,778,730</b>	<b>6,456,065</b>	<b>(2,677,335)</b>
<b>Non-Current Liabilities</b>			
Interest Bearing Loans & Borrowings	2,476,485	2,126,485	350,000
Provisions	276,988	276,988	-
Contract Liabilities	-	-	-
Other Current Liabilities	4,709	4,709	-
<b>Total Non-Current Liabilities</b>	<b>2,758,182</b>	<b>2,408,182</b>	<b>350,000</b>
<b>TOTAL LIABILITIES</b>	<b>6,536,912</b>	<b>8,864,247</b>	<b>(2,327,335)</b>
<b>Net Assets</b>	<b>426,823,015</b>	<b>419,007,093</b>	<b>7,815,923</b>
<b>EQUITY</b>			
Accumulated Surplus	154,992,414	147,176,491	7,815,923
Reserves	271,830,602	271,830,602	-
<b>Total Equity</b>	<b>426,823,015</b>	<b>419,007,093</b>	<b>7,815,923</b>



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

	\$
Opening Balance Cash at Bank & Investments	19,169,130
Closing Balance Cash at Bank & Investments	21,996,046
<b>Cash Movement Year to Date</b>	<b>2,826,916</b>
<i>Represented by:</i>	
Net Surplus / (Deficit)	7,815,923
Add: Depreciation	5,383,768
Net Cash Surplus / (Deficit)	13,199,691
Loan Repayments	227,980
Capital Expenditure (per capital report)	(4,808,945)
Capital Expenditure - Asset (Purchases) / Disposals	(3,531,146)
Balance Sheet Movements	(2,260,665)
<b>Cash Movement Year to Date</b>	<b>2,826,916</b>



**SORELL COUNCIL**  
**DEPARTMENTAL PROFIT & LOSS**  
**FOR THE PERIOD ENDED April 2025**  
**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	(15,345,423)	(15,325,019)	20,403	(15,325,019)
1110 Rates General Written Off	7,796	8,901	1,105	10,276
1115 State Grant Rates Remission	(943,197)	(938,635)	4,562	(938,635)
1120 Rates Pensioner Concession	944,138	938,635	(5,503)	938,635
1125 Domestic Waste Annual Charge	(3,662,715)	(3,650,650)	12,066	(3,650,650)
1130 Fire Rates Levy Income	(697,726)	(697,095)	631	(697,095)
1150 Other Remissions	20,457	23,991	3,534	23,991
1160 AWTs Maintenance Fee Received	(1,294)	(1,553)	(258)	(2,070)
1199 <b>Rates and Charges Total</b>	<b>(19,677,965)</b>	<b>(19,641,425)</b>	<b>36,540</b>	<b>(19,640,567)</b>
1200 <b>Statutory Fees and Charges</b>				
1210 132 & 337 Certificate Fees	(123,725)	(124,720)	(995)	(149,664)
1220 Town Planning Fees	(360,900)	(344,541)	16,359	(380,791)
1225 Animal Infringements & Fines	(4,743)	(2,962)	1,782	(3,554)
1230 Other Infringements Fines & Penalties	(15,761)	(4,314)	11,447	(4,881)
1235 Licences & Permits	(2,704)	(3,376)	(672)	(3,376)
1240 Street Stall Permit Fee	(126)	(836)	(710)	(1,544)
1299 <b>Statutory Fees and Charges Total</b>	<b>(507,959)</b>	<b>(480,748)</b>	<b>27,212</b>	<b>(543,808)</b>
1300 <b>User Fees</b>				
1303 Animal Management Sundry Income -collars,signs etc	0	0	0	0
1306 Building Assessment Fees	(78,326)	(81,179)	(2,853)	(97,415)
1318 Caravan Licences	(7,740)	(10,661)	(2,921)	(18,816)
1327 Dog Impounding & Release Fees	(635)	(1,000)	(365)	(1,200)
1330 Dog Registration & Renewal	(41,856)	(42,264)	(408)	(105,162)
1331 Kennel Licences	(747)	(1,500)	(753)	(1,500)
1333 Driveway Approval and Inspection Fees	(8,441)	(9,898)	(1,458)	(14,004)
1335 Engineering Inspections & 1% Approval Fee	(23,354)	(43,002)	(19,648)	(63,361)
1336 Fire Abatement Charges	1,200	(15,000)	(16,200)	(15,000)
1342 Food Licences	(12,013)	(11,219)	794	(46,395)
1351 Photocopy Charges	(12)	0	12	0
1354 Plumbing Application Fees	(122,516)	(122,861)	(345)	(147,433)
1357 Plumbing Inspection	(122,577)	(128,847)	(6,270)	(152,216)
1360 Amended Plan Fees	(2,135)	(3,333)	(1,198)	(4,000)
1363 Recreational Vehicle Income	(24,985)	(16,798)	8,187	(21,344)
1369 Building Administration Fee (0.1%)	(8,405)	0	8,405	0
1372 TBCITB Training Levy (0.2%)	(11,463)	0	11,463	0
1399 <b>User Fees Total</b>	<b>(464,003)</b>	<b>(487,561)</b>	<b>(23,559)</b>	<b>(687,845)</b>
1400 <b>Grants Operating</b>				
1405 Commonwealth Financial Assistance Grant	(344,957)	(344,957)	(1)	(2,049,445)
1410 Comm'th Grants & Subsidies	0	0	0	0
1415 State Grants & Subsidies	(64,752)	(51,019)	13,734	(78,144)
1420 Other Grants & Subsidies	(2,650)	(2,650)	0	(2,650)
1430 Training Incentive Payment	0	0	0	0
1499 <b>Grants Operating Total</b>	<b>(412,359)</b>	<b>(398,626)</b>	<b>13,733</b>	<b>(2,130,239)</b>
1500 <b>Contributions Received</b>				
1505 Public Open Space Contributions	(144,200)	(157,400)	(13,200)	(200,000)





**SORELL COUNCIL**  
**DEPARTMENTAL PROFIT & LOSS**  
**FOR THE PERIOD ENDED April 2025**  
**FOR COST CENTRE - All Cost Centres**

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
1506 Car Parking Cash in Lieu Contributions	(23,423)	(23,423)	(1)	(23,423)
1507 Subdiv Traffic Management Treatment Contributions	0	0	0	0
1508 Stormwater Contributions	0	0	0	0
1510 Contributions Received Other	0	(25,000)	(25,000)	(25,000)
1549 <b>Contributions Received Total</b>	<b>(167,623)</b>	<b>(205,823)</b>	<b>(38,201)</b>	<b>(248,423)</b>
1550 <b>Interest</b>				
1560 Rates Interest Penalty	(145,298)	(135,986)	9,312	(135,986)
1565 Rates Interest Written Off	237	320	83	400
1570 Rates Legal Costs Recovered	(4,974)	(1,015)	3,959	(1,218)
1575 Interest Received Banks & Other	(563,563)	(537,093)	26,470	(983,930)
1599 <b>Interest Total</b>	<b>(713,598)</b>	<b>(673,774)</b>	<b>39,824</b>	<b>(1,120,734)</b>
1600 <b>Other Income</b>				
1605 Bad Debts Recovered	0	0	0	0
1610 Diesel Fuel Rebate	(24,191)	(25,038)	(847)	(32,751)
1615 Donations Received	(300)	0	300	0
1620 Hall Hire	(51,299)	(50,357)	943	(70,128)
1625 Lease/Rent Fees Received	(103,567)	(104,075)	(508)	(116,313)
1627 Lease Fees - Copping Tip	(114,383)	(114,384)	(0)	(127,995)
1630 Other Facility Hire	(99,670)	(96,840)	2,830	(142,085)
1635 Other Sundry Income	(77,650)	(67,885)	9,765	(68,492)
1637 Insurance Recoveries	(11,089)	(11,089)	0	(11,089)
1645 Vehicle FBT Recoveries	(40,104)	(45,543)	(5,439)	(53,823)
1655 Workers Compensation - Reimbursement	(468)	0	468	0
1656 Copping Public Cemetery Trust Net Income	(4,326)	(4,045)	281	(4,045)
1660 Grave Site Sales - Dunalley Hall	(1,739)	(1,739)	(1)	(1,739)
1662 Wheelie Bin Stabiliser Income	(1,588)	(1,588)	(0)	(1,588)
1689 <b>Other Income Total</b>	<b>(530,373)</b>	<b>(522,582)</b>	<b>7,790</b>	<b>(630,049)</b>
1690 <b>Investment Income from TasWater</b>				
1694 TasWater Interim Dividend	(243,000)	(243,000)	0	(388,800)
1699 <b>Investment Income from TasWater Total</b>	<b>(243,000)</b>	<b>(243,000)</b>	<b>0</b>	<b>(388,800)</b>
1999 <b>Recurrent Income Total</b>	<b>(22,716,879)</b>	<b>(22,653,539)</b>	<b>63,340</b>	<b>(25,390,466)</b>
2000 <b>Capital Income</b>				
2100 <b>Grants Capital</b>				
2105 Roads to Recovery Funding	(681,644)	(681,644)	0	(681,644)
2110 Comm'th Grants new or upgraded assets	(1,392,197)	(1,397,935)	(5,738)	(2,216,335)
2115 State Grants for new or upgraded assets	(2,671,276)	(3,745,737)	(1,074,460)	(4,805,306)
2120 Other Grants for new or upgraded assets	0	(47,925)	(47,925)	(95,850)
2199 <b>Grants Capital Total</b>	<b>(4,745,118)</b>	<b>(5,873,240)</b>	<b>(1,128,123)</b>	<b>(7,799,135)</b>
2200 <b>Contributions - Non-monetary Assets</b>				
2205 Developer Contributions for assets	(608,927)	(1,176,651)	(567,724)	(2,010,000)
2299 <b>Contributions - Non-monetary Assets Total</b>	<b>(608,927)</b>	<b>(1,176,651)</b>	<b>(567,724)</b>	<b>(2,010,000)</b>
2300 <b>Net Gain/(Loss) on Disposal</b>				
2305 (Profit) / Loss on Disposal of Assets	1,495,575	1,158,067	(337,508)	758,067
2320 Recognition / De-recognition of Assets	(2,109)	0	2,109	0
2399 <b>Net (Gain) / Loss on Disposal Total</b>	<b>1,493,466</b>	<b>1,158,067</b>	<b>(335,399)</b>	<b>758,067</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>



**SORELL COUNCIL**  
**DEPARTMENTAL PROFIT & LOSS**  
**FOR THE PERIOD ENDED April 2025**  
**FOR COST CENTRE - All Cost Centres**

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
2899 <b>CAPITAL INCOME TOTAL</b>	<b>(3,860,578)</b>	<b>(5,891,824)</b>	<b>(2,031,246)</b>	<b>(9,051,068)</b>
2999 <b>TOTAL INCOME</b>	<b>(26,577,457)</b>	<b>(28,545,362)</b>	<b>(1,967,906)</b>	<b>(34,441,533)</b>
3000 <b>Expenses</b>				
3100 <b>Employee Benefits</b>				
3102 ADO Expense	57,829	57,788	(41)	57,788
3103 Annual Leave	464,705	458,172	(6,533)	564,312
3109 Conferences	6,030	5,750	(280)	7,950
3111 Drug and Alcohol Testing	1,140	2,400	1,260	3,000
3112 FBT Expenses - Gift Cards / Gifts	1,476	2,500	1,024	3,000
3114 Entertainment	6,651	3,450	(3,201)	4,200
3115 Fringe Benefit Taxes	25,227	25,229	2	34,346
3118 Health and Well Being	3,046	4,787	1,741	5,520
3124 Long Service Leave	153,015	128,131	(24,884)	158,116
3127 Medicals	4,125	2,720	(1,405)	3,400
3139 Overheads Recovered	(90,033)	(84,666)	5,367	(99,442)
3145 Payroll Tax	293,867	295,290	1,422	366,419
3148 Protective Clothing & Accessories	28,084	33,175	5,091	34,150
3151 Recruitment Costs	1,943	0	(1,943)	0
3154 Salaries	4,426,427	4,486,633	60,206	5,655,874
3156 Salaries transferred to WIP	(246,928)	(240,306)	6,623	(291,690)
3163 Staff Training	39,801	53,459	13,659	68,562
3166 Superannuation - Council Contribution	713,977	728,464	14,487	910,326
3169 Temp Staff Employed Through Agency	22,005	20,976	(1,029)	20,976
3172 Travel and Accommodation	132	1,125	993	1,500
3175 Uniforms / Clothes Purchased	12,478	9,000	(3,478)	10,800
3181 Workers Compensation Expense Claims	978	500	(478)	500
3184 Workers Compensation Insurance	169,370	169,368	(2)	175,559
3199 <b>Employee Benefits Total</b>	<b>6,095,344</b>	<b>6,163,944</b>	<b>68,601</b>	<b>7,695,167</b>
3200 <b>Materials and Services</b>				
3201 Abandoned Cars & Dumped Rubbish Disposal Costs	3,792	7,093	3,302	10,000
3202 Advertising	61,597	61,813	216	80,673
3204 AWTs Maintenance Charge	850	1,165	315	1,553
3206 Cleaning	251,389	254,158	2,769	339,154
3208 Computer Hardware / Hardware Maintenance	1,552	11,736	10,184	14,536
3212 Computer Software Maint and Licenses	278,189	277,652	(538)	295,025
3214 Consultants Other	132,975	294,259	161,283	390,241
3216 Contractors	284,380	373,473	89,093	561,804
3218 Copping Tip Disposal Costs	0	0	0	0
3220 Mornington Park transfer station disposal costs	87,058	81,000	(6,058)	108,000
3221 Electronic Notices / Reminders	0	0	0	0
3222 Electricity	164,340	173,813	9,473	225,494
3223 Emergency Management	4,786	2,000	(2,786)	2,000
3224 Fire Hazard Reduction (Private Land)	5,360	9,000	3,640	9,000
3226 Fuel	179,355	194,779	15,423	261,809
3227 Greenwaste Mobile Garbage Bin Collection	162,667	151,749	(10,918)	202,332
3228 Greenwaste Mobile Garbage Bin Disposal	48,084	48,065	(19)	64,087
3232 Internet, Telephone & Other Communication Charges	44,268	47,031	2,763	57,653
3234 Land Survey Costs	3,000	6,250	3,250	12,500
3236 Legal Fees (Advice etc)	79,693	98,328	18,635	127,833





**SORELL COUNCIL**  
**DEPARTMENTAL PROFIT & LOSS**  
**FOR THE PERIOD ENDED April 2025**  
**FOR COST CENTRE - All Cost Centres**

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3237 Line Marking - Transport Infrastructure	54,469	73,979	19,510	73,979
3239 Mobile Garbage Bin Replacement	51,360	43,312	(8,048)	63,000
3241 Operating Capital	23,415	29,725	6,310	39,975
3244 Plant & Motor Vehicle Repairs & Services	110,957	109,964	(993)	136,204
3246 Plant Hire - External	73,687	65,663	(8,024)	83,548
3248 Plant Hire - Internal Usage	13,845	15,183	1,338	19,657
3250 Plant Hire Recovered	(62,831)	(62,025)	806	(67,549)
3252 Plant Registration Fees	39,485	40,359	874	40,359
3254 Printing	25,210	28,983	3,773	32,670
3256 Recycling Centres	147,911	134,418	(13,493)	179,224
3257 Recycling Hub	1,982	2,887	905	2,887
3258 Registrations, Licenses and Permits	4,433	4,444	11	4,444
3260 Repairs and Maintenance	1,390,656	1,650,284	259,628	1,985,432
3261 Road Kill Collection Fees	3,275	3,480	204	4,640
3262 Kerbside Green Waste Collection	55,781	54,933	(848)	74,933
3263 Kerbside Green Waste Disposal	5,802	16,238	10,436	21,651
3264 Kerbside Hard Waste Collection	118,595	111,793	(6,801)	111,793
3265 Kerbside Hard Waste Disposal	26,667	30,946	4,279	30,946
3266 Kerbside Recycling Collection	266,628	251,510	(15,119)	342,845
3267 Kerbside Recycling Disposal	171,540	167,276	(4,263)	225,000
3268 Kerbside Garbage Collection	506,420	468,865	(37,555)	638,214
3269 Kerbside Garbage Disposal	259,360	260,186	826	344,805
3270 Security	12,617	17,149	4,532	22,792
3273 Signage & Guide Posts	38,527	35,919	(2,608)	50,500
3276 Settlement Costs ONLY	0	2,500	2,500	5,000
3278 Stationery & Office Consumables	30,322	31,094	771	40,519
3279 Street Bin Collection Contract	199,967	193,767	(6,200)	251,824
3280 Tools/Equipment Expensed (under \$1,000)	7,184	15,023	7,838	23,200
3282 Tyres	19,235	17,186	(2,049)	23,549
3284 Valuation Expenses	154,300	149,850	(4,450)	209,000
3290 Water Charges (Works Order)	144,653	137,540	(7,113)	136,817
3292 Wheelie Bin Stabiliser Expenses	0	0	0	0
3299 <b>Materials and Services Total</b>	<b>5,688,785</b>	<b>6,195,791</b>	<b>507,006</b>	<b>7,915,550</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	5,376,297	5,400,666	24,369	6,477,036
3410 Amortisation Expense	7,471	7,471	0	8,965
3415 Amortisation Expense (Right of Use Asset)	0	0	0	9,133
3499 <b>Depreciation and Amortisation Total</b>	<b>5,383,768</b>	<b>5,408,137</b>	<b>24,369</b>	<b>6,495,134</b>
3500 <b>Finance Costs</b>				
3505 Interest on Loans	36,219	35,816	(403)	81,945
3515 Interest on Overdue Accounts	0	0	0	0
3521 Interest Expense (Lease Liability)	0	0	0	263
3599 <b>Finance Costs Total</b>	<b>36,219</b>	<b>35,816</b>	<b>(403)</b>	<b>82,208</b>
3600 <b>Other Expenses</b>				
3604 Audit Fees	61,520	60,933	(588)	62,665
3606 Audit Panel Expenses	5,250	5,250	0	7,000
3608 Bad & Doubtful Debts	2,439	0	(2,439)	0



**SORELL COUNCIL**  
**DEPARTMENTAL PROFIT & LOSS**  
**FOR THE PERIOD ENDED April 2025**  
**FOR COST CENTRE - All Cost Centres**

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3612 Bank Fees & Charges	34,567	34,063	(505)	40,875
3616 Bank Fees Recovered	(4,676)	(3,994)	683	(4,793)
3620 Cashiers Rounding Adjustments	3	21	18	25
3624 Commissions Paid	16,057	16,536	479	23,096
3636 Councillor Allowances	134,067	132,476	(1,591)	159,294
3640 Councillor Expenses	0	1,500	1,500	2,000
3644 Councillor Vehicle Allowance	4,969	6,000	1,031	7,400
3656 Deputy Mayors Allowance	14,150	13,982	(168)	16,812
3660 Dog Pound & Other Animal Management Expenses	6,465	5,333	(1,132)	6,000
3661 Dog Home & Vet Fees	522	1,526	1,004	1,832
3664 Donations and Section 77 Expenses	42,636	40,631	(2,005)	60,000
3668 Election Expenses	14,720	12,682	(2,038)	12,682
3672 Employee Sub, Licences and Memberships	79,926	115,129	35,203	116,737
3676 Functions & Programs	18,618	43,200	24,582	93,300
3680 Insurance Claims Related Expenses	26,988	10,862	(16,126)	16,412
3688 Food & Beverages	1,961	3,767	1,807	4,521
3692 General Insurance	182,628	182,435	(193)	182,435
3704 Government Fire Contributions	498,678	498,679	0	664,905
3712 Immunisations	1,466	1,567	101	3,629
3720 Land Tax	102,678	103,658	980	103,658
3724 Mayor's Allowance	37,239	36,797	(442)	44,246
3731 NRM Expenses	15,025	27,500	12,475	32,500
3732 Motor Vehicle Insurance	42,054	41,814	(239)	41,814
3736 Other roundings	7	21	13	25
3740 Other Sundry Expenses	5,483	4,331	(1,152)	5,301
3744 Photocopier Leases & Operating Costs	16,561	17,614	1,053	23,486
3748 Postage	42,368	46,905	4,537	59,554
3752 Public Liability Insurance	113,803	113,803	0	113,803
3760 Reference Materials	0	1,750	1,750	2,750
3768 Sampling, Testing and Monitoring	10,050	7,000	(3,050)	9,000
3770 Storage Costs	952	937	(15)	1,250
3784 Contributions (SES)	28,243	28,243	0	28,243
3799 <b>Other Expenses Total</b>	<b>1,557,417</b>	<b>1,612,950</b>	<b>55,532</b>	<b>1,942,455</b>
3990 <b>EXPENSES TOTAL</b>	<b>18,761,533</b>	<b>19,416,638</b>	<b>655,104</b>	<b>24,130,514</b>
3995 <b>(SURPLUS)/DEFICIT</b>	<b>(7,815,923)</b>	<b>(9,128,725)</b>	<b>(1,312,801)</b>	<b>(10,311,019)</b>



Sorell Council - Investments as at 30/04/2025						
Financial Institution	Product	Deposit Date	Maturity Date	Value	Interest rate	Credit Rating S&P Short Term
Bendigo Bank Term Deposit	12 Month Term Deposit	6/06/2024	6/06/2025	\$ 1,626,521	5.05%	A2
MyState Term Deposit	12 Month Term Deposit	8/08/2024	8/08/2025	\$ 1,645,329	5.00%	F2
MyState Term Deposit	12 Month Term Deposit	27/06/2024	27/06/2025	\$ 1,379,000	5.30%	F2
MyState Term Deposit	12 Month Term Deposit	23/08/2024	22/08/2025	\$ 1,578,534	4.95%	F2
MyState Term Deposit	3 Month Term Deposit	17/04/2025	16/07/2025	\$ 1,000,000	4.75%	F2
Westpac Term Deposit	12 Month Term Deposit	31/01/2025	30/01/2026	\$ 1,000,000	4.70%	A1+
Westpac Term Deposit	12 Month Term Deposit	18/02/2025	18/02/2026	\$ 2,000,000	4.71%	A1+
Westpac Term Deposit	12 Month Term Deposit	28/08/2024	28/08/2025	\$ 2,000,000	4.80%	A1+
Westpac Term Deposit	12 Month Term Deposit	28/02/2025	27/02/2026	\$ 2,000,000	4.61%	A1+
CBA Investment Account	At Call			\$ 2,499,196	4.10%	A1+
CBA Special Purpose Account	At Call			\$ 3,525,007	4.10%	A1+
CBA Operating Account	Current			\$ 1,713,446	4.10%	A1+
Various Petty Cash and Floats	In house			\$ 1,100	N/A	A1+
Various Halls Bank Balances				\$ 27,912	N/A	A1+
<b>Total Investments</b>				<b>\$ 21,996,046</b>		

The above investments have been made in accordance with Sorell Council's Treasury Management Policy.

Short Term Credit Rating Percentage of Total Investment			Benchmarks
<b>A1+</b>	14,766,662	67%	100%
<b>A1</b>	\$ -	0%	50%
<b>A2</b>	\$ 7,229,384	33%	30%
	<b>\$ 21,996,046</b>	<b>100%</b>	

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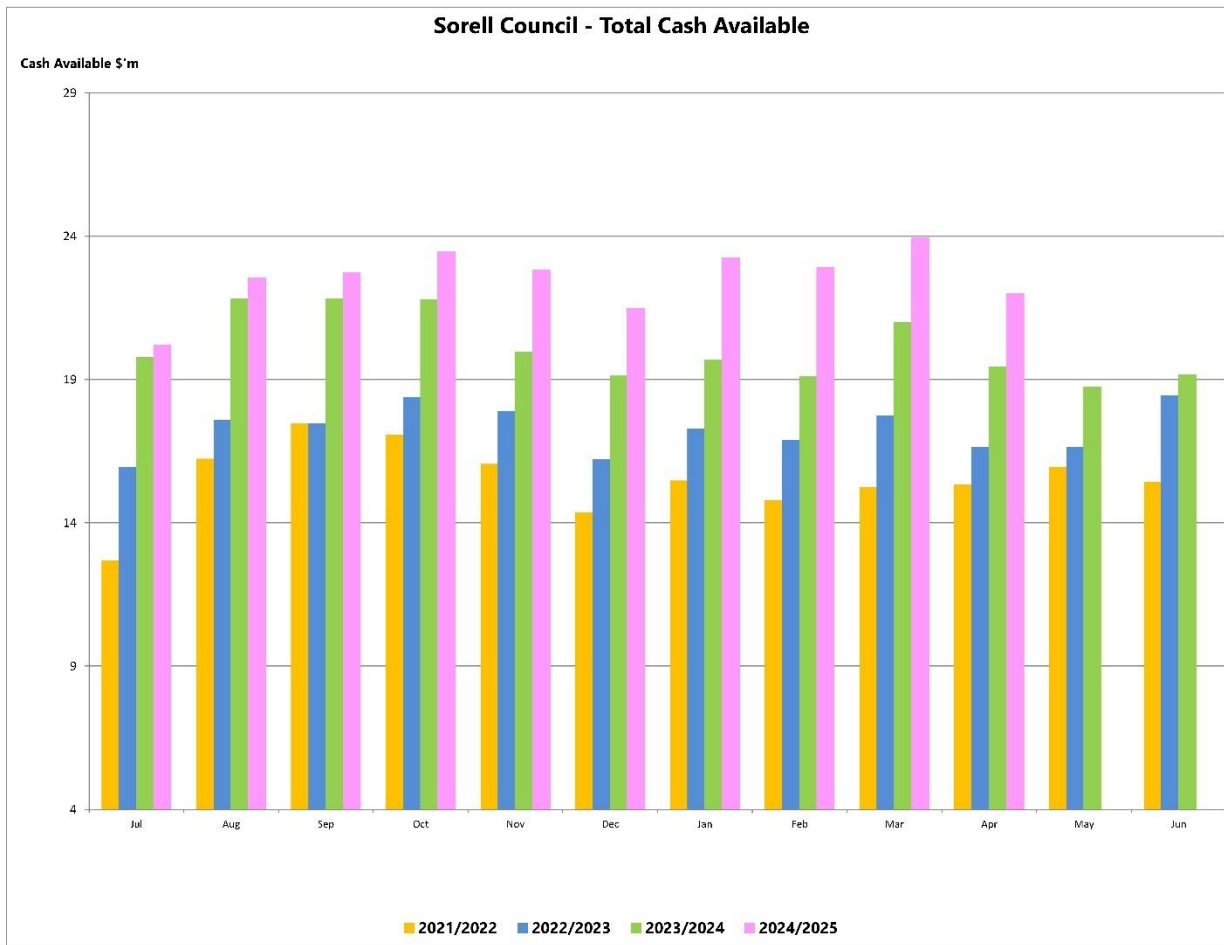
Financial Institution Percentage of Total Investment			Benchmarks
<b>CBA (A1+)</b>	\$ 7,766,662	35%	50%
<b>Westpac (A1+)</b>	\$ 7,000,000	32%	50%
<b>Bendigo Bank (A2)</b>	\$ 1,626,521	7%	30%
<b>MyState (A2)</b>	\$ 5,602,863	25%	30%
	<b>\$ 21,996,046</b>	<b>100%</b>	

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The above investments have been made in accordance with Sorell Council's Treasury Management Policy.



**SORELL COUNCIL  
TOTAL CASH AVAILABLE**



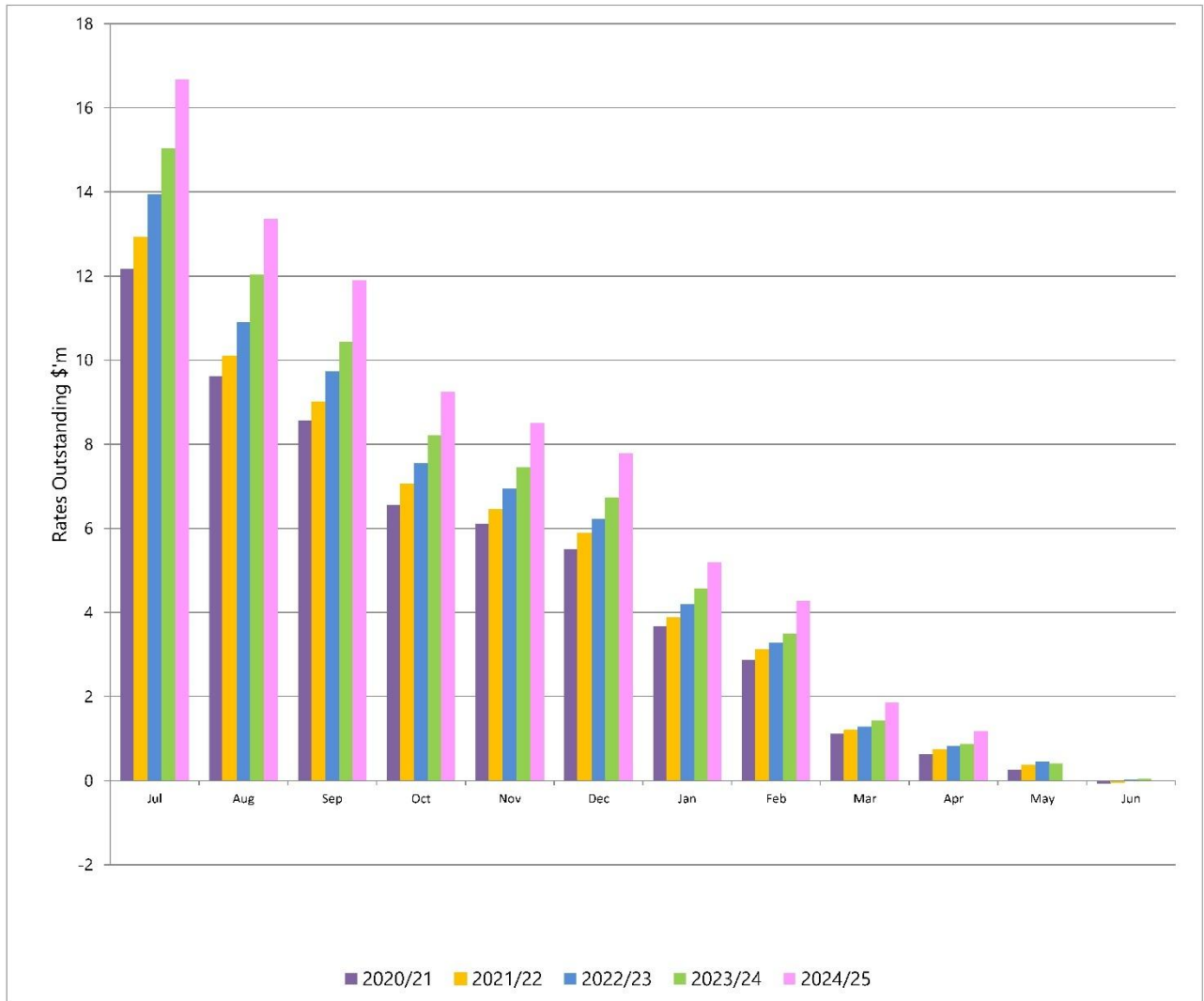
Sorell Council - Borrowings as at 30/04/2025							
Financial Institution	Product	Borrowing Date	Maturity Date	Face Value	Interest rate	Principle Repayments YTD	Interest Payments YTD
TASCORP	Fixed Term Loan	30/06/2020	30/06/2025	\$ 30,923	1.36%	\$ 30,714.27	\$ 419.13
TASCORP	Fixed Term Loan	29/06/2021	29/06/2031	\$ 842,144	2.12%	\$ 60,124.31	\$ 9,564.04
TASCORP	Fixed Term Loan	18/05/2022	18/05/2032	\$ 1,124,683	4.41%	\$ 21,182.55	\$ 25,266.33
TASCORP	Fixed Term Loan	28/06/2024	28/06/2034	\$ 252,345	5.53%	\$ 9,998.93	\$ 7,253.81
TASCORP	Fixed Term Loan	7/04/2025	7/04/2035	\$ 350,000	5.19%	\$ -	\$ -
<b>Total Borrowings</b>				<b>\$ 2,600,095</b>			

The above borrowings have been made in accordance with Sorell Council's Treasury Management Policy.

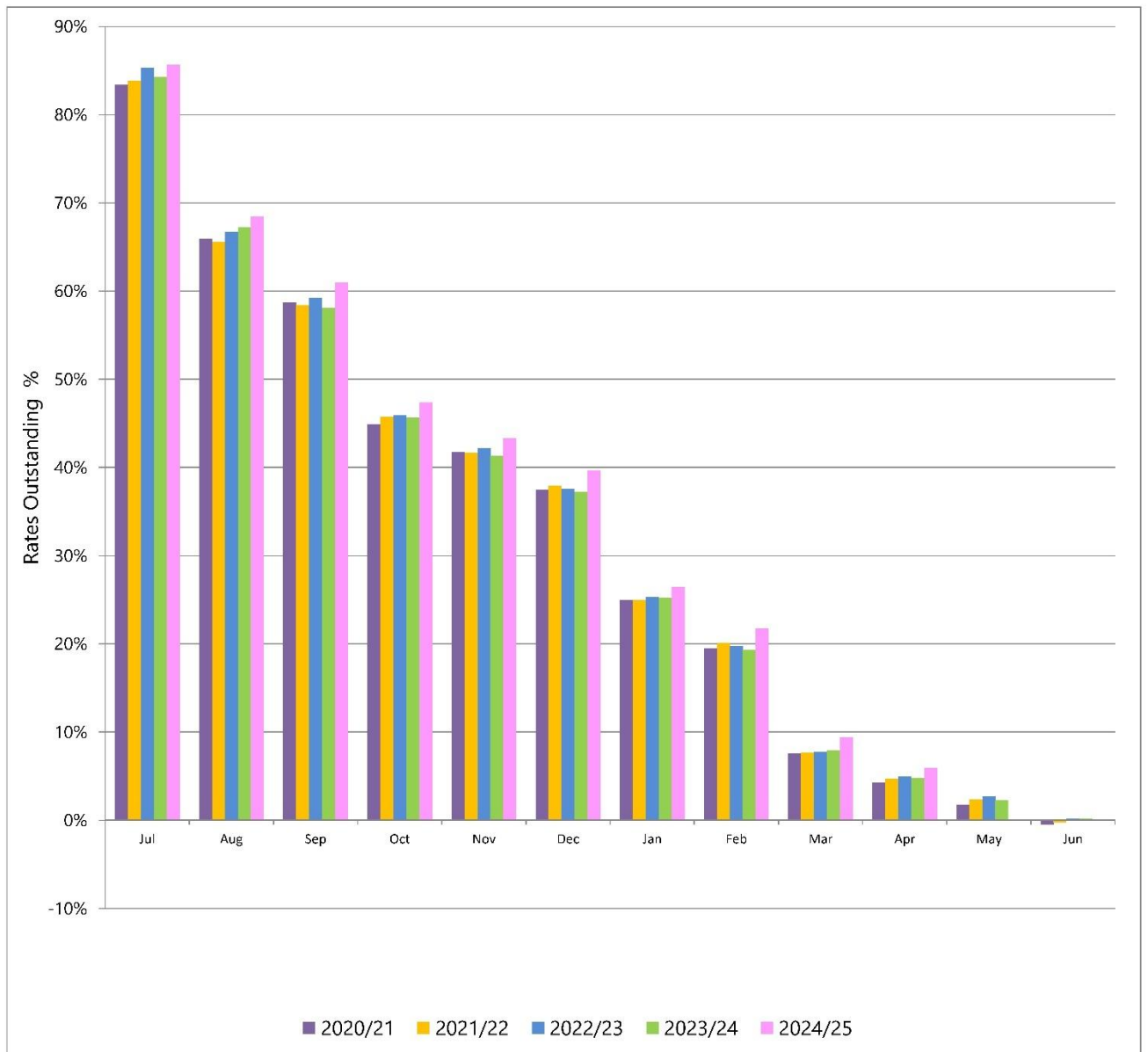


**AGENDA**  
ORDINARY COUNCIL MEETING  
20 MAY 2025

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



### SORELL COUNCIL OUTSTANDING RATES BY MONTH %





**GRANT VARIANCE ANALYSIS - 30 April 2025**

Grant Details	Actual	Budget	Variance	Comments
<b>GL 1405 Grants Operating - Commonwealth Financial Assistance Grant (FAG)</b>				
FAG	\$ 344,957	\$ 344,957	-\$ 0	Per budget.
<b>GL 1415 Grants Operating - State Grants &amp; Subsidies</b>				
Immunisations	\$ 1,775	\$ 1,428	\$ 347	Complete.
Weeds Action Fund	\$ 13,357	\$ 12,470	\$ 887	These works will all be completed by 30 June 2025.
Paterson's Curse	\$ 9,938	\$ 9,938	\$ -	Complete.
Safer Rural Roads Program 22-23	\$ 27,183	\$ 27,183	-\$ 0	Complete.
Wielengatta MTB Project	\$ 12,500	\$ -	\$ 12,500	Unbudgeted.
	<u>\$ 64,752</u>	<u>\$ 51,019</u>	<u>\$ 13,733</u>	
<b>GL 1420 Grants Operating - Other Grants &amp; Subsidies</b>				
Garage Sale Trail 2024	\$ 2,000	\$ 2,000	\$ -	Complete.
Government Energy Support	\$ 650	\$ 650	\$ -	Complete.
	<u>\$ 2,650</u>	<u>\$ 2,650</u>	<u>\$ -</u>	
	<u><u>\$ 412,359</u></u>	<u><u>\$ 398,626</u></u>	<u><u>\$ 13,733</u></u>	
<b>GL 2105 Grants Capital - Roads to Recovery Funding</b>				
Roads to Recovery Funding	\$ 681,644	\$ 681,644	\$ 0	Per budget.
<b>GL 2110 Grants Capital - Commonwealth Grants</b>				
C-24-B-005 Sorell Carriage Shed LRCI Stage 4	\$ 78,791	\$ 84,529	-\$ 5,738	Works are nearing completion.
C-24-LI-005 Sorell Streetscape Upgrade LRCI Stage 4	\$ 263,406	\$ 263,406	\$ -	Complete.
C-24-S-009 NFMIP - Seventh Avenue, Dodges Ferry	\$ 1,050,000	\$ 1,050,000	\$ -	Complete.
	<u>\$ 1,392,197</u>	<u>\$ 1,397,935</u>	<u>-\$ 5,738</u>	



**GRANT VARIANCE ANALYSIS - 30 April 2025**

Grant Details	Actual	Budget	Variance	Comments
<b>GL 2115 Grants Capital - State Grants</b>				
C-24-LI-003/004 Health Promotion - Mienna Park and Penna Beach Walkway	\$ 93,107	\$ 98,413	-\$ 5,306	Works are nearing completion.
C-24-T-037 Wiggins Road Pavement Widening	\$ 149,827	\$ 149,827	\$ 0	Complete.
C-24-T-035 Carlton River Road Guard Rails, Paths (Gate 5)	\$ 116,768	\$ 117,000	-\$ 232	Complete.
C-24-B-002 Memorial Hall	\$ -	\$ 217,000	-\$ 217,000	Experienced delays. Tender process now complete and construction commencing.
C-24-S-CERMP-A/B/C Southern Beaches, Coastal & Estuarine Risk Mitigation Project	\$ 90,498	\$ 450,974	-\$ 360,476	An instalment of \$361k was due in February. Council had not met all its obligation to be able to make the claim. All obligations are expected to be made in May/June.
C-24-T-038 Black Spot Program - Carlton Beach Rd/Webb St	\$ 20,885	\$ 20,885	\$ -	Complete.
C-23-B-001 Pemroke Park Function Centre	\$ 27,018	\$ -	\$ 27,018	Unbudgeted. Complete.
C-23-B-002 BEST/SE Jobs Hub & Training Facility	\$ 2,025,505	\$ 2,395,867	-\$ 370,362	Works to date have been less than estimated. It is expected that future works will encompass current shortfalls.
C-25-T-017 Dodges Ferry 35 Carlton Beach Rd - bus stop upgrades	\$ -	\$ 25,737	-\$ 25,737	Works have been rescheduled, with a completion date of December 2025.
C-25-T-016 Sorell Park & Ride - bus stop upgrades	\$ -	\$ 25,738	-\$ 25,738	Works have been rescheduled, with a completion date of December 2025.
C-25-T- 006 SRRP Kellevie Rd	\$ 77,308	\$ 99,968	-\$ 22,659	Works are progressing and are scheduled to be completed before the end of the year.
C-25-LI-007 BMX LED Lighting	\$ 70,078	\$ 70,078	\$ -	Works completed ahead of schedule.
C-25-LI-009 Pembroke Park and Dodges Ferry Goal Nets	\$ 202	\$ -	\$ 202	Unbudgeted.
C-25-LI-010 Pembroke Park Southern End Goal Net	\$ 81	\$ -	\$ 81	Unbudgeted.
C-25-LI-011 Pembroke Park Soccer Perimeter Fence	\$ -	\$ -	\$ -	Unbudgeted.
C-25-T-014 VRUP - Penna Road footpath	\$ -	\$ 74,250	-\$ 74,250	Works have been rescheduled, with a completion date of May 2025.
	\$ 2,671,276	\$ 3,745,737	-\$ 1,074,460	
<b>GL 2120 Grants Capital - Other Grants</b>				
C-25-LI-008 Dodges Ferry Rec Reserve - Skate Park upgrades	\$ -	\$ 47,925	-\$ 47,925	Works have been delayed with a planned start date of May and completion date of June 2025.
	\$ -	\$ 47,925	-\$ 47,925	
	\$ 4,745,118	\$ 5,873,240	-\$ 1,128,123	





## 18.2 2024-2025 CAPITAL BUDGET ADJUSTMENTS

### RECOMMENDATION

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

Capital expenditure to the end of April 2025 is \$9,576,595 (as per Capital Works Budget run on 6 May 2025).

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

Below is a summary of the requested adjustments.

<b>Original Budget approved in June 2024 Council meeting</b>	<b>\$16,986,295</b>
<b>Budget approved in April 2025 Council meeting</b>	<b>\$16,844,275</b>
<b>Budget adjustments requested for approval in May 2025 Council meeting:</b>	
Total adjustments on capital jobs with variances of over 10%	\$0
Total adjustments on completed capital jobs with variances of over 10%	-\$31,028
Total adjustments on new capital jobs	\$51,035
<b>Budget requested for approval in May 2025 Council meeting</b>	<b>\$16,864,282</b>

Below is a detailed explanation of the requested adjustments.

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

<b>Job Name and No.</b>	<b>Approved Budget</b>	<b>Adjusted Budget</b>	<b>Adjustment</b>
C-23-LI-007 Sorell Memorial Hall Memorial Wall			-\$12,000
C-24-T-038 Dodges Ferry Webb Street Traffic Safety Improvement			-\$19,028
<b>Total Adjustments</b>	<b>\$52,000</b>	<b>\$20,972</b>	<b>-\$31,028</b>



- C-23-LI-007 Sorell Memorial Hall Memorial Wall – This was a grant funded project. Grant was forfeited. Will obtain future grant funding when and if available.
- C-24-T-038 Dodges Ferry Webb Street Traffic Safety Improvement – This project was funded by Black Spot Programme, which only cover signage, bollards and Cams. Quotation for supply and install came back competitive. Realignment of kerb and channel and re-positioning of pedestrian islands are considered a better option, which is not covered by this grant. Future works in this area are under consideration.

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

<b>Job Name and No.</b>	<b>Approved Budget</b>	<b>Adjusted Budget</b>
C-25-LI-016 Sorell South East Sports Complex Shelters		
C-25-LI-017 Sorell South East Sports Complex Senior Oval Lighting		
<b>Total Adjustments</b>	<b>\$0</b>	<b>\$51,035</b>

- C-25-LI-016 Sorell South East Sports Complex Shelters – This job is funded by a State Grant. The Grant has been received.
- C-25-LI-017 Sorell South East Sports Complex Senior Oval Lighting – AFL senior oval lights needed to be replaced urgently prior to night games commencing.

## **ATTACHMENTS**

- a) Capital Works Budget for the period ending 30 April 2025 (Pages 11)

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

**SALLY FANG**  
**ACCOUNTANT**

Date: 12 May 2025  
Attachments (11 pages)



**AGENDA**  
ORDINARY COUNCIL MEETING  
20 MAY 2025

6/05/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>CARRY OVERS - LAND</b>					
Pawleena, Pawleena Road and Arthur Highway Roundabout	Land acquisition costs.			\$ 1,946	\$ -
<b>TOTAL Carry Overs - Land</b>		<b>\$ 34,000</b>	<b>\$ 34,000</b>		
<b>LAND IMPROVEMENTS (PARKS &amp; RESERVES)</b>					
Midway Point, Brady Street - Billy Kessarios Memorial Park	Table and seat.			\$ 10,435	\$ -
Primrose Sands, Community Hall	Benches, footbridge and garden beds.			\$ -	\$ -
Sorell, Rose Gardens	Bin at bus stop near the rose gardens.			\$ -	\$ -
Dodges Ferry, Boat Park	Perimeter Fence - approx. 300m replace wire fencing with 1.2m pool fencing and gates.			\$ 100,111	\$ -
Dunalley, Canal	Walkway pool fencing.			\$ 12,495	\$ -
Municipality - Various	Minor capital jobs for ad hoc renewals (e.g. shade sail, seating or bins).			\$ -	\$ -
Midway Point, Flyway Island Park	Bike Rack			\$ 1,119	\$ -
Dodges Ferry, Dodges Ferry IGA	2 x Bench Seats			\$ 941	\$ -
Sorell, Pembroke Park	Pembroke Park Master Valve			\$ 5,115	\$ -
Sorell, Pembroke Park	BMX track, lighting.			\$ 95,363	\$ -
Dodges Ferry, Rec Reserve	Skate park upgrades.			\$ -	\$ -
Sorell, Pembroke Park & Dodges Ferry Rec Reserve	Goal nets behind senior oval x 2 & DF ground x 2 - 25m x 9m.			\$ 81	\$ -
Sorell, Pembroke Park	Goal net behind soccer oval x 1 - southern end - 70m x 9m.			\$ 322	\$ -
Sorell, Pembroke Park	Soccer perimeter fence - 480m long x 1.2m high.			\$ -	\$ -
Sorell, Pawleena Road	Carpark for POS / Lyden Park off Pawleena Rd frontage.			\$ 28,263	\$ -
Sorell, Pawleena Road	Irrigation for 3 x Open Space areas - Stage 1 dog/general.			\$ -	\$ -
Sorell, Whitelea Court	POS lot - fencing.			\$ 3,795	\$ -
Sorell, Pembroke Park	Lockable rubbish bin enclosure.			\$ 14,655	\$ -
Sorell, South East Sports Complex	Shelters at the South East Sport Complex			\$ -	\$ -
Sorell, South East Sports Complex	Senior oval lighting			\$ -	\$ -
<b>TOTAL Land Improvements (Parks &amp; Reserves) 2024/25</b>		<b>\$ 698,618</b>	<b>\$ 695,185</b>		



6/05/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>CARRY OVERS - LAND IMPROVEMENTS (PARKS &amp; RESERVES)</b>					
Dodges Ferry, Red Ochre Beach	Foreshore access steps.			\$ 676	\$ -
Primrose Sands, Tamarix Road	Nerine Street to Carlton Bluff Road. Gravel path at 1.5 m wide x 580 m length.			\$ 65,328	\$ -
Sorell, Sorell Memorial Hall	RSL memorial wall.			\$ -	\$ -
Sorell, 12 Tarbook Court	Boundary adjustment and new fence.			\$ 1,950	\$ 7,100
Primrose Sands, Primrose Sands Hall	Playground equipment with re-aligned fencing.			\$ -	\$ -
Penna, Penna Beach	Gravel path extension. 430 m link track at 1.5 - 2.0 m wide across. TW land to existing car park track, including bridge.			\$ 22,319	\$ -
Sorell, Miena Park	250m link track at 1.5 metre wide behind Chromy Sub as Stage 1.			\$ 70,788	\$ 4,400
Sorell	Streetscape upgrades. Stage 4 (a).			\$ 266,825	\$ -
Sorell, Pembroke Park	Irrigation. TW conformance upgrade required - new backflow prevention device - high hazard.			\$ -	\$ -
<b>TOTAL Carry Overs - Land Improvements (Parks &amp; Reserves)</b>		<b>\$ 565,021</b>	<b>\$ 535,628</b>		
<b>BUILDINGS</b>					
Dunalley, Canal	BBQ shelter.			\$ -	\$ -
Depot	Depot toilet block.			\$ 3,664	\$ -
Sorell, Pawleena Road	Toilet for POS / Lyden Park - triple cubicle DDA & change table.			\$ 40	\$ -
Midway Point, Malunna / LGT child care centre	Kitchen renewal / replacement to comply with food standards.			\$ 2,430	\$ -
<b>TOTAL Buildings 2024/25</b>		<b>\$ 389,000</b>	<b>\$ 389,000</b>		



6/05/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>CARRY OVERS - BUILDINGS</b>					
Sorell, BEST / SE Jobs Hub & Training Facility	BEST / SE Jobs Hub & Training Facility.			\$ 2,284,248	\$ 480,637
Sorell, Pembroke Park	Scope and design to re-purpose old football change rooms plus netball concrete toilets / change room.			\$ -	\$ -
Sorell, Sorell Memorial Hall	Extension for Historical Society storage, including change rooms and toilets.			\$ 58,640	\$ 1,145
Sorell, Carriage Shed	Mandatory features for occupancy, including glass entrance, plus design, brackets, project management fees and site surrounds.			\$ 78,791	\$ -
<b>Total Carry Overs - Buildings</b>		<b>\$ 4,376,000</b>	<b>\$ 4,617,296</b>		
<b>LEASEHOLD IMPROVEMENTS</b>					
Copping, 20 Marion Bay Road	Land easement costs (survey, AC fees, land title fees, valuation) for already completed works.			\$ -	\$ -
<b>TOTAL Leasehold Improvements 2024/25</b>		<b>\$ 10,500</b>	<b>\$ 10,500</b>		
<b>PLANT &amp; EQUIPMENT</b>					
CAC & Depot	Light fleet replacement.			\$ 211,553	\$ -
Depot	Portable traffic lights x 1 set.			\$ 19,950	\$ -
Depot	Stormwater CCTV camera (seca airHD).			\$ 37,415	\$ -
CAC	Waste Bins - Additional Bins			\$ 4,734	\$ -
<b>TOTAL Plant &amp; Equipment 2024/25</b>		<b>\$ 260,500</b>	<b>\$ 275,184</b>		
<b>CARRY OVERS - PLANT &amp; EQUIPMENT</b>					
CAC & Depot	Light fleet replacement.			\$ 91,761	\$ -
Depot	Fleet management GPS tracking and dashcam deployment (17 light fleet & 6 heavy fleet (trucks)).			\$ 3,550	\$ -
<b>TOTAL Carry Overs - Plant &amp; Equipment</b>		<b>\$ 160,670</b>	<b>\$ 160,670</b>		



6/05/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>FIXTURES, FITTINGS &amp; FURNITURE</b>					
Midway Point, Midway Point Hall	Heat pump installation.			\$ 14,734	\$ -
<b>TOTAL Fixtures, Fittings &amp; Furniture 2024/25</b>		<b>\$ 16,800</b>	<b>\$ 14,734</b>		
<b>COMPUTERS &amp; TELECOMMUNICATIONS</b>					
CAC & Depot	iPads x 12.			\$ 11,265	\$ -
Sorell, Pembroke Park Stadium	PA system.			\$ 14,765	\$ -
<b>TOTAL Computers &amp; Telecommunications 2024/25</b>		<b>\$ 27,000</b>	<b>\$ 27,000</b>		
<b>CARRY OVERS - COMPUTERS &amp; TELECOMMUNICATIONS</b>					
CAC	Fibre connection & hardware to Emergency Hub (for the purpose of CCTV footage direct to the Police).			\$ -	\$ -
CAC	PC and monitor renewal project for all staff (excluding the engineering department).			\$ 135,215	\$ -
CAC, Depot, & Midway Point	Security system integration renewal - scoping and design only.			\$ -	\$ -
<b>TOTAL Carry Overs - Computers &amp; Telecommunications</b>		<b>\$ 165,000</b>	<b>\$ 165,000</b>		
<b>RECONSTRUCTION (ROADS)</b>					
Forcett, Delmore Road / White Hill intersection	Partial reconstruction and reseal.			\$ 6,850	\$ -
Orielton, Allambie Road	Reconstruction with chip seal surface			\$ 377,040	\$ 343,598
Primrose Sands, Oak Street	Reconstruction with chip seal surface			\$ 195,132	\$ 129,068
Forcett, Edith Close	Potential reconstruction - further investigation required to determine treatment).			\$ -	\$ -
Sorell, BEST / SE Jobs Hub & Training Facility	Dubs & Co Drive on street parking x 20 spaces.			\$ -	\$ -
Kellevie, Kellevie Road	Corner widening, stabilisation and guard rail.			\$ 100,976	\$ 149,395
Dodges Ferry, Old Forcett Road	Road widening			\$ 33,182	\$ -
Bream Creek, Bream Creek Road	Bream Creek Road repair works.			\$ 41,044	\$ -
<b>TOTAL Reconstruction (ROADS) 2024/25</b>		<b>\$ 2,332,499</b>	<b>\$ 2,026,757</b>		



6/05/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>CARRY OVERS - RECONSTRUCTION (ROADS)</b>					
Dodges Ferry, Payeena Street	Near Carlton Beach Road junction. Formalise verge parking - seal, line mark, drain.			\$ 1,750	\$ -
Primrose Sands, Primrose Sands Road and Grevillea Street	Design and reconstruction. Primrose Sands Road with AC surface and Grevillea Street with chip seal surface.			\$ 28,746	\$ -
Forcett, 532 Wiggins Road	Road widening. Land acquisition cost only.			\$ 121,547	\$ -
<b>TOTAL Carry Overs - Reconstruction (Roads)</b>		<b>\$ 109,500</b>	<b>\$ 186,246</b>		
<b>RESHEETING</b>					
Boomer Bay, Bay Road	7 segments, 100mm new gravel.			\$ 168,933	\$ -
Bream Creek, Bream Creek Road	9 segments, 100mm new gravel.			\$ 190,465	\$ -
Marion Bay, Marion Bay Road				\$ 52,232	\$ -
Kellevie, Kellevie Road	9 segments, 100mm new gravel.			\$ 145,541	\$ -
Kellevie, Burdons Road	2 segments, 100mm new gravel.			\$ 34,711	\$ -
Kellevie, Woods Road	5 segments, 100mm new gravel.			\$ 64,187	\$ -
Kellevie, Woolleys Road	4 segments, 100mm new gravel.			\$ 70,236	\$ -
Pawleena, Hillcrest Road	3 segments, 100mm new gravel.			\$ 59,838	\$ -
Forcett, Hetherbell Road				\$ 23,412	\$ -
<b>TOTAL Resheeting 2024/25</b>		<b>\$ 912,662</b>	<b>\$ 809,555</b>		



6/05/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>RESEALS</b>					
Forcett, White Hill Road	Reseal with significant prep required.			\$ -	\$ -
Penna, Brinktop Road	Reseal with box out prep required.			\$ 95,554	\$ 157,160
Boomer Bay, Bay Road	Prep and spray seal.			\$ 94,912	\$ 41,192
Dunalley, Booth Street	Prep and spray seal.			\$ 25,187	\$ -
Dunalley, Florence Street	Prep and spray seal.			\$ 15,295	\$ 1,257
Nugent, Nugent Road	Prep and spray seal.			\$ 71,892	\$ -
Lewisham, Mary Street	Prep and spray seal.			\$ 15,398	\$ -
Forcett, Jayville Rise	Prep and spray seal.			\$ 34,842	\$ -
Forcett, Delmore Road	Prep and spray seal.			\$ 61,258	\$ 2,549
Dunalley, Ryans Lane	Prep and spray seal.			\$ 2,754	\$ 306
Forcett, Alomes Road	Prep and spray seal.			\$ 14,508	\$ 3,492
Forcett, Matthews Road	Prep and spray seal.			\$ 7,813	\$ 4,269
Forcett, Grierson Drive	Prep and spray seal.			\$ 3,491	\$ 14,063
Carlton, Riviera Drive	Prep and spray seal. (asphalt turning head).			\$ 64,349	\$ -
Sorell, Wolstenholme Drive	Prep and spray seal.			\$ 144,938	\$ -
<b>TOTAL Reseals 2024/25</b>		<b>\$ 857,209</b>	<b>\$ 855,551</b>		





6/05/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>FOOTPATHS &amp; CYCLEWAYS</b>					
Dodges Ferry, Bally Park Road	Asphalt renewal.			\$ -	\$ -
Midway Point, Raynors Road	Concrete renewal.			\$ 100,998	\$ -
Carlton, Carlton Beach Road	Line marking or barrier posts in carpark to delineate footpath.			\$ 2,214	\$ 600
Sorell, BEST / SE Jobs Hub & Training Facility	Surrounding works, including landscaping.			\$ -	\$ -
Midway Point, Penna Road	Penna Road pedestrian footpath and refuges.			\$ 30	\$ 68,964
Sorell, Sorell Memorial Hall	Footpath/carpark modification.			\$ -	\$ -
<b>TOTAL Footpaths &amp; Cycleways 2024/25</b>		<b>\$ 591,809</b>	<b>\$ 606,809</b>		
<b>CARRY OVERS - FOOTPATHS &amp; CYCLEWAYS</b>					
Dodges Ferry, Bally Park Road and Junction Street	Asphalt footpath renewal. Renewal of footpath from Carlton Beach Road to Bingham Street- 1.5m asphalt; and Bally Park Road Asphalt renewal.			\$ 194,670	\$ -
Carlton, Carlton Beach Road	Renewal of footpath from Park Beach access to East Street - 1.3m asphalt.			\$ 144,264	\$ 27,011
Midway Point, Brady Street, Midway Street & Suncrest Street	Renewal of footpath - Brady Street 1.3m concrete. From Reynolds Road to Flyway Park - 1.3m concrete. 1.5m concrete, to access the bus stop and Midway Point Neighbourhood House (includes 5 x kerb ramps and stormwater lids).			\$ 510,840	\$ -
Carlton, Carlton River Road	Path and guard rail from bus stop to Gate Five Road.			\$ 124,681	\$ -
<b>TOTAL Carry Overs - Footpaths &amp; Cycleways</b>		<b>\$ 1,024,474</b>	<b>\$ 1,024,474</b>		



6/05/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>KERB &amp; CHANNEL</b>					
Dodges Ferry, Paneminner Street	Kerb & channel along #88 and connect into existing SEP.			\$ 2,607	\$ -
<b>TOTAL Kerb &amp; Channel 2024/25</b>		<b>\$ 54,600</b>	<b>\$ 54,600</b>		
<b>CARRY OVERS - KERB &amp; CHANNEL</b>					
Dodges Ferry, Parnella Road	New kerb and channel assets to existing chip seal road.			\$ 74,625	\$ 47,248
Midway Point, Reynolds Road	Lot 101 Reynolds Road - 2 no. Kerb ramps.			\$ 12,201	\$ -
<b>TOTAL Carry Overs - Kerb &amp; Channel</b>		<b>\$ 141,853</b>	<b>\$ 141,853</b>		
<b>STORMWATER</b>					
Municipality - Various	Minor capital works.			\$ -	\$ -
Sorell, Pembroke Park	Between cricket nets and stadium carpark - connect to SP109860.			\$ 9,220	\$ -
Dodges Ferry, Wattle Road	Upgrade drain into SD106967 opposite #36.			\$ 18,325	\$ -
Sorell	Upgrade pipe above Gatehouse Detention Basin (headworks upgrade).			\$ -	\$ -
Carlton, Erle Street	66m lining of SD106814.			\$ -	\$ -
<b>TOTAL Stormwater 2024/25</b>		<b>\$ 357,200</b>	<b>\$ 241,150</b>		



6/05/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>CARRY OVERS - STORMWATER</b>					
Primrose Sands, 17 Robinia Street and 5 Rowan Avenue	Kerb and channel, pit and pipe.			\$ -	\$ -
Carlton, Shamrock Court	Stormwater outfall remediation			-\$ 1,523	\$ -
Lewisham, Whitlam Court	Stormwater upgrade design and construction.			\$ 1,391	\$ -
Carlton, Erle Street	Stormwater upgrade.			\$ 198,019	\$ -
Dodges Ferry, Seventh Avenue	Installation of box culvert.			\$ 1,494,844	\$ -
Southern Beaches, Coastal Outfalls	Coastal & Estuarine Risk Mitigation Project (CERMP Grant). Upgrade stormwater and outfalls, rehabilitation, protection coastal estuary, weed control, improve ecological and hydrological study.			\$ 518,207	\$ -
Southern Beaches, Blue Lagoon	Coastal & Estuarine Risk Mitigation Project (CERMP Grant). Upgrade stormwater and outfalls, rehabilitation, protection coastal estuary, weed control, improve ecological and hydrological study.			\$ 17,286	\$ 13,960
Southern Beaches, Carlton Estuary	Coastal & Estuarine Risk Mitigation Project (CERMP Grant). Upgrade stormwater and outfalls, rehabilitation, protection coastal estuary, weed control, improve ecological and hydrological study.			\$ 3,866	\$ 12,000
Municipality - Various	Grate replacement - various roads.			\$ -	\$ -
Sorell, Main Road	Stormwater pipe and pit			\$ 799	\$ -
Primrose Sands, Grevillea Street	Grevillea Street Stormwater Upgrade			\$ 500	\$ -
<b>TOTAL Carry Overs - Stormwater</b>		<b>\$ 3,358,861</b>	<b>\$ 3,430,564</b>		
<b>OTHER TRANSPORT</b>					
Dodges Ferry, Carlton Beach Road	Bus stop upgrade at 35 Carlton Beach Road.			\$ -	\$ -
Sorell, Park & Ride	Bus stop upgrade.			\$ -	\$ -
<b>TOTAL Other Transport 2024/25</b>		<b>\$ 187,520</b>	<b>\$ 187,520</b>		



6/05/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>CARRY OVERS - OTHER TRANSPORT</b>					
Dodges Ferry, corner of Carlton Beach Road and Webb Street	Installation of bollards and chevron alignment markers to highlight the curve to westbound motorists.			\$ 20,972	\$ -
Municipality - Various	Replacement signs for rural towns / districts / areas.			\$ -	\$ -
<b>TOTAL Carry Overs - Other Transport</b>		<b>\$ 55,000</b>	<b>\$ 55,000</b>		
<b>PRELIMINARY WORK IN 2024/25</b>					
Penna, Shark Point Road	Geotech, survey and design for potential reconstruction.			\$ 43,460	\$ 6,420
Midway Point, Penna Road	Geotech, survey and design for potential reconstruction.			\$ 39,011	\$ 4,860
Dodges Ferry, Carlton Beach Road - Raprinner to East Street	Survey provision - gravel path @ 1.8m wide x 1800m.			\$ -	\$ -
Dodges Ferry Recreation Reserve OR 7th Avenue internal POS lot	Design / comms / DA provision - potential pump track.			\$ -	\$ -
Lewisham, Scenic Drive - Quarry Road to Gregory Street	Survey provision - gravel path @ 1.5m wide x 780m.			\$ -	\$ -
Primrose Sands	Survey provision - Stage 2 continuation of Tamarix Road loop to Petrel Street access to beach via Grebe - 250m & 80m across Crown land.			\$ -	\$ -
Sorell, Gatehouse Drive - Weston Hill Drive	Survey provision - concrete path @ 1.80m wide x 430m.			\$ 609	\$ -
Sorell, Valleyfield Road	Survey / design provision - easement acquisition and drain treatment to convey road runoff through private property #43 to #188 Arthur Highway.			\$ 632	\$ 5,370
Sorell, Valleyview Close	Survey / design provision - 5 Valleyview Close detention basin.			\$ -	\$ -
<b>TOTAL PRELIMINARY WORK 2024/25</b>		<b>\$ 160,000</b>	<b>\$ 160,000</b>		



6/05/2025		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
<b>CARRY OVERS - PRELIMINARY WORK</b>					
Dunalley, Franklin Street	Reconstruction with chip seal surface - design only.			\$ 171	\$ 16,400
Dodges Ferry, Jacobs Court	SW design.			\$ -	\$ -
Carlton, Carlton River Road	Reconstruction - design only.			\$ 83	\$ 5,400
Dodges Ferry, Pearl Court	Chip seal and lime stabilisation and stormwater culvert - design only.			\$ 129	\$ 16,900
Dodges Ferry, Three Street	SW and transport upgrade: Provision for initial stage of works to address property impacts. Potential seal (2-coat seal with kerb and channel). Design only			\$ 171	\$ 17,400
<b>TOTAL Carry Overs - Preliminary Work</b>		<b>\$ 140,000</b>	<b>\$ 140,000</b>		
	<b>Total Capital Jobs Carried Over to 2024/2025</b>	<b>\$ 10,130,379</b>	<b>\$ 10,490,731</b>		
	<b>Total 2024/2025 New Jobs</b>	<b>\$ 6,855,916</b>	<b>\$ 6,353,545</b>		
	<b>TOTAL 2024/25 CAPITAL BUDGET</b>	<b>\$ 16,986,295</b>	<b>\$ 16,844,275</b>	<b>\$ 9,576,595</b>	<b>\$ 1,582,164</b>



### 18.3 2025-2026 FEES AND CHARGES

#### ***Local Government Act 1993 (Tas) – Part 12***

"In accordance with Section 205 of the *Local Government Act 1993 (Tas)*, the Council hereby makes the following fees and charges for the period commencing on 1 July 2025 and ending on 30 June 2026."

**SCOTT NICOL**

**ACTING MANAGER, FINANCE**

Date: 13 May 2025

Attachments (12 pages)



**AGENDA**  
ORDINARY COUNCIL MEETING  
20 MAY 2025

## Sorell Council Fees and Charges

Effective from 1 July 2025

All fees and charges are inclusive of GST where applicable

Type of Fee / Charge	Unit	2025/2026 Fees and Charges	GST Applied
<b>ANIMAL MANAGEMENT</b>			

### Dog Registrations

All dogs over 6 months must be registered and micro chipped

#### Rate (to be paid before 1 July 2025)

Guide Dog	per annum	No charge	
Desexed Dog	per annum	\$ 36.00	N
Non-Desexed Dog	per annum	\$ 106.00	N
Concession Rate (one dog only) - desexed	per annum	\$ 18.00	N
Concession Rate (one dog only) - non-Desexed	per annum	\$ 53.00	N
Working Dog (which is kept for the purpose of working farm stock)	per annum	\$ 36.00	N
Purebred Dog (must be KCC registered)	per annum	\$ 55.00	N
TGRB Registered Greyhound	per annum	\$ 55.00	N
Dangerous Dog - desexed	per annum	\$ 106.00	N
Restricted Breed - desexed	per annum	\$ 36.00	N

#### Registration Refund Amount for Deceased Dogs

Deceased within 3 months of registration	per dog	75%	N
Deceased after 3 months and within 6 months of date of registration	per dog	50%	N
Deceased after 6 months and within 9 months of date of registration	per dog	25%	N
Deceased after 9 months of date of registration	per dog	No refund	N

#### Registration Discount for Attendance at Obedience Course

Tasmanian Canine Defence Association accredited certificate to be provided, as evidence that dog has satisfactorily completed the obedience course	one discount per dog per year	50%	N
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#### Kennel Licence

Application Fee (3 - 5 dogs)	per application	\$ 153.00	N
Application Fee (more than 5 dogs)	per application	\$ 253.00	N
Renewal Fee	per annum	\$ 56.00	N

#### Pound Fees

Impoundment of Dog	per night	\$ 34.00	N
Release Fee from Impound	per impound release	\$ 34.00	N

#### Other Animal Management Fees

Dangerous/ Restricted Dog Collar	per collar	\$ 71.00	Y
Dangerous/ Restricted Dog Sign	per sign	\$ 82.00	Y
Replacement of Lost Dog Tag	per tag	No charge	No charge
Dog Complaint (formal complaint under the Dog Control Act 2000)	per complaint	\$ 110.00	N
New dog registration after 1 January 2026, pro rata fees until 30 June 2026	per month remaining	Fee linked to licence period	N

## FIRE PREVENTION

Fire Hazard Abatement for blocks under 1000m <sup>2</sup>	per block	\$ 651.00	Y
Fire Hazard Abatement for blocks from 1000m <sup>2</sup> up to 2000m <sup>2</sup>	per block	\$ 716.00	Y
Fire Hazard Abatement for blocks over 2000m <sup>2</sup>	per hour	\$ 393.00	Y
Abatement Notice	per notice	No charge	No charge





## Sorell Council Fees and Charges

Effective from 1 July 2025

All fees and charges are inclusive of GST where applicable

Type of Fee / Charge	Unit	2025/2026 Fees and Charges	GST Applied
<b>ENVIRONMENT</b>			

### Environment Protection

Environment Protection Notice under the <i>Environmental Management and Pollution Control Act 1994</i>	per notice	\$ 339.00	N
Abatement Notice under the <i>Local Government Act 1993</i> (other than for fire hazards)	per notice	\$ 339.00	N
Gathering evidence and ongoing enforcement of conditions of Abatement Notice or Plumbing Permit	per hour	\$ 110.00	N

### Aerated Waste Water Treatment Systems (AWWTS)

Residential Service Fee - charged if an individual contract has not been signed with an authorised maintenance contractor	per annum	\$ 1,061.00	N
Commercial Service Fee - charged if an individual contract has not been signed with an authorised maintenance contractor	per annum	Contractor Fee plus 30%	N
Collection of water/ wastewater/ soil samples for monitoring compliance with permit conditions	per request	Cost plus 30%	N

### Waste Management

Litter lock for installation on garbage or recycling bins	per litter lock	\$ 40.00	Y
Litter lock 50% discount for Sorell Municipal area residents	per litter lock	\$ 20.00	Y

## HEALTH

### Food Business Operations Licences

The fee payable to the Council is to accompany an application for registration of a food business under the *Food Act 2003*:

High Risk - P1	per annum	\$ 541.00	N
Medium Risk - P2	per annum	\$ 384.00	N
Low Risk - P3	per annum	\$ 181.00	N

### Fee payable for initial application (no annual registration):

Low Risk - P3 Notifiable	per application	\$ 181.00	N
Notifiable - P4	per application	\$ 121.00	N

Food Business Inspection (follow-up of non-compliance)	per inspection	\$ 182.00	N
Late fee if registration is not paid before 31 July 2025	per application	\$ 61.00	N
Large Food Business (>15 food handlers)	per application	Applicable Food Business Operations Risk Classification Fee x 2	N
Environmental Health Officer Occupancy Permit Inspection - Food Premises Form 50	per application	\$ 167.00	N
Environmental Health Officer New Food Business Plan Assessment - Form 49	per application	\$ 167.00	N

### Mobile Food Business (Vans & Stalls) Registration

Daily Registration	per day or part thereof	\$ 59.00	N
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### Annual Registration Renewals (state-wide):

High Risk - P1	per annum	\$ 541.00	N
Medium Risk - P2	per annum	\$ 384.00	N
Low Risk - P3	per annum	\$ 181.00	N

New Applications Assessment Fee	per annum	\$ 93.00	N
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Pro rata will apply for applications received after 31 December 2024

### Street Stall Permit Fee

Permit Fee	per month	\$ 100.00	N
	per annum	\$ 666.00	N

### Licences - Environmental Health By-law 1 of 2023

Application for Caravan - Licence for the first caravan	per annum	\$ 381.00	N
Application for Caravan - For subsequent caravans	per annum	\$ 188.00	N
Application for a licence to keep Horse, Pig, Livestock, Rooster or Bees in a residential area	per annum	\$ 52.00	N





## Sorell Council Fees and Charges

Effective from 1 July 2025

All fees and charges are inclusive of GST where applicable

Type of Fee / Charge	Unit	2025/2026 Fees and Charges	GST Applied
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### Certificate & Licences (Regulatory)

#### Fees payable under Public Health Act 1997:

Application for a Place of Assembly Licence for a specific event (maximum fee of \$3,500) (Section 76)	per thousand people or part thereof	\$ 233.00	N
Application for Registration of Premises for a new public health risk activity (Section 96)	per annum	\$ 61.00	N
Application for Licence for a public health risk activity (Section 105) and renewal of a premises registration for a Public Health Risk activity (Section 96)	per annum	\$ 66.00	N
Application for Registration of a regulated system (Section 114)	per annum	\$ 91.00	N
Analysis of sample of water from a private source or swimming pool (Section 131)	per analysis	Analysis cost plus 20%	N
Application for Registration of user or supplier of water from private source, other than premises registered under the Food Act 2003 (Section 134)	per annum	\$ 110.00	N
Water Sampling analysis and collection fee	per sample	Cost plus 20%	Y/N
Registration of Water Carrier Business (Section 134)	per annum	\$ 110.00	N

### Use of Public Places

#### Fees payable under Public Place By-Law 1 of 2025:

Application for Busking (Section 19)	per day	\$ 8.00	N
	per annum	\$ 131.00	N
Application for Dining on Public Reserve (Section 16)	per day	\$ 28.00	N
	per annum	\$ 131.00	N
Application for Public Event (Section 9,14)	per application	\$ 259.00	N
Application to Erect a Structure (Section 14)	per application	\$ 131.00	N
	per day	\$ 259.00	N
Application to Conduct a Trade or Commerce (Section 17)	per month	\$ 323.00	N
	per annum	\$ 666.00	N
Application for Public Places Permit, not otherwise specified above	per application	\$ 66.00	N

*Pro rata will apply for applications received after 31 December 2025*

## ENGINEERING

### Standard Requirements For Local Highways

Towing Abandoned Vehicle	per vehicle	\$ 463.00	N
Driveway Inspection and Approval Application Fee	per inspection	\$ 339.00	N

### Extension of Time for Driveway Inspections:

0 - 12 months	per application	\$ 170.00	N
12 - 24 months	per application	\$ 339.00	N



## AGENDA

ORDINARY COUNCIL MEETING  
20 MAY 2025

Sorell Council Fees and Charges			
Effective from 1 July 2025 All fees and charges are inclusive of GST where applicable			
Type of Fee / Charge	Unit	2025/2026 Fees and Charges	GST Applied
<b>BUILDING</b>			
<b>Building Permit Fee Class 1</b>			
Assessment Fee	per application	\$ 370.00	N
Amended Plans	per application	\$ 255.00	N
Multiple Dwellings	per application + per unit	\$370.00 + \$81.00 per unit	N
Work Over \$500,000	per application	\$370.00+ EV: \$500,000 - \$1,000,000 \$106.00 EV: \$1,000,001 - \$2,000,000 \$212.00 EV: \$2,000,001 - \$3,500,000 \$317.00 EV: \$3,500,001 - \$5,000,000 \$423.00 EV: \$5,000,001 - \$10,000,000 \$528.00 EV: Over \$10,000,000 \$740.00	N
Certificate of Completion Fee (building or demolition work)	per certificate	\$ 180.00	N
<b>Building Permit Fee Class 2 -9</b>			
Assessment Fee	per application	\$ 517.00	N
Work Over \$500,000	per application	\$517.00+ EV: \$500,000 - \$1,000,000 \$106.00 EV: \$1,000,001 - \$2,000,000 \$212.00 EV: \$2,000,001 - \$3,500,000 \$317.00 EV: \$3,500,001 - \$5,000,000 \$423.00 EV: \$5,000,001 - \$10,000,000 \$528.00 EV: Over \$10,000,000 \$740.00	N
Amended Plans	per application	\$ 422.00	N
Certificate of Completion Fee (building or demolition work)	per certificate	\$ 180.00	N
<b>Building Permit Fee Class 10</b>			
Assessment Fee	per application	\$ 249.00	N
Amended Plans	per application	\$ 134.00	N
Certificate of Completion Fee (building or demolition work)	per certificate	\$ 180.00	N
<b>Notifiable Building Work</b>			
Class 1	per notification	\$ 233.00	N
Class 2-9	per notification	\$ 233.00	N
Class 10	per notification	\$ 180.00	N
Multiple Dwellings	per application + per unit	\$231.00 + \$53.00 per unit	N
Work Over \$500,000	per application	\$233.00+ EV: \$500,000 - \$1,000,000 \$54.00 EV: \$1,000,001 - \$2,000,000 \$106.00 EV: \$2,000,001 - \$3,500,000 \$159.00 EV: \$3,500,001 - \$5,000,000 \$212.00 EV: \$5,000,001 - \$10,000,000 \$317.00 EV: Over \$10,000,000 \$370.00	N
Amended Plans	per notification	\$ 94.00	N



## Sorell Council Fees and Charges

Effective from 1 July 2025

All fees and charges are inclusive of GST where applicable

Type of Fee / Charge	Unit	2025/2026 Fees and Charges	GST Applied
<b>Demolition Fees</b>			
Demolition Permit Class 1-10	per application	\$ 249.00	N
Demolition Notifiable Work 1-10	per notification	\$ 180.00	N
Certificate of Completion Fee (building or demolition work)	per certificate	\$ 180.00	N
<b>Permit of Substantial Compliance</b>			
Assessment Fee	per application	\$ 687.00	N
Certificate of Completion Fee (building or demolition work)	per certificate	\$ 180.00	N
<b>Building Compliance Fees</b>			
Issue Building Notice or Order	per issue	\$ 196.00	N
Non Compliance with a Building Order - Monitoring/Amendment Fee	per hour	\$ 102.00	N
<b>Extension of Time (building or demolition permit):</b>			
0 - 12 months	per application	\$ 158.00	N
12 - 24 months	per application	\$ 313.00	N
<b>Expired Permit Extension of Time (Special Circumstances)</b>			
0 - 12 months	per application	\$ 204.00	N
12 - 24 months	per application	\$ 405.00	N
Acceptance of Extension of Time (notifiable work)	per notification	\$ 94.00	N
<b>Other Building Fees</b>			
Building Certificate Fee	per application	\$ 632.00	N
Refund of fees for application withdrawn prior to determination (refer to Sorell Council's Fee Refund and Remission Policy)	per application	50% of application fee	N
Request for Plans	per request	\$ 42.00	Y
Building & Construction Industry Training Levy, 0.2% of the cost of works over \$20,000 (collected for BCITB)	per application	0.2% of estimated cost of works	N
Building Administration Fee, 0.1% of the cost of works over \$20,000 (collected for the Department of Justice)	per application	0.1% of estimated cost of works	N
Obtain consent to building on existing drain or within 1 meter of existing drain (Section 73)	per application	\$ 103.00	N
Service Easement Consent (Section 74)	per application	\$ 103.00	N
<b>Infrastructure Protection Bond</b>			
<b>Urban areas</b> Footpath, kerb & channelling, and stormwater - refundable at completion of building works if infrastructure not damaged	per application	\$ 3,168.00	N
<b>Rural areas</b> Kerb & channelling, and stormwater - refundable at completion of building works if infrastructure not damaged	per application	\$ 2,112.00	N
Infrastructure bond fee to be charged if builder has 5 or more concurrent building applications - refundable at end of financial year if infrastructure not damaged.	per annum	\$ 9,502.00	N
Bond Establishment Fee - non-refundable	per application	\$ 265.00	N



## Sorell Council Fees and Charges

Effective from 1 July 2025

All fees and charges are inclusive of GST where applicable

Type of Fee / Charge	Unit	2025/2026 Fees and Charges	GST Applied
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### PLUMBING & DRAINAGE

#### Plumbing Inspection by Authorised Officer

First three inspections	per application	\$ 656.00	N
Fourth and subsequent inspections, including Expired Permit Inspections	per application	\$ 228.00	N
Multiple Dwelling Inspection	per unit	\$ 455.00	N
Plumbing Permit Fee	per application	\$ 66.00	N
Assessment Certificate of Likely Compliance (notifiable and permit work) - Class 1 and Class 10	per application	\$ 297.00	N
Assessment Certificate of Likely Compliance (notifiable and permit work) - Class 2 - 9	per application	\$288.00 + \$26.00 per \$100,000	N
Retrospective Plumbing Work	per application	\$ 352.00	N

#### On-Site Wastewater Management System (OWMS) Assessment Certificate of Likely Compliance / Notifiable and Permit Work

Class 1, 2 or 10	per application	\$ 536.00	N
Class 3-9	per application	\$ 1,073.00	N
50% reduction in plumbing fees if the works are to fix an existing failing OWMS	per application	50% reduction in plumbing fees	N
Waterless Toilet Only (composting toilets)	per application	\$ 259.00	N

#### Plumbing Compliance Fees

Issue Plumbing Notice or Order	per issue	\$ 190.00	N
Non Compliance with a Plumbing Order- Monitoring/Amendment Fee	per hour	\$ 97.00	N
Plumbing Inspection Direction	per application	\$ 64.00	N

#### Other Plumbing Fees

Certificate of Completion Fee (plumbing work)	per application	\$ 180.00	N
Start Work Notice (authorisation)	per application	\$ 28.00	N
Non Compliance with a Plumbing Order- Monitoring/Amendment Fee	per hour	\$ 99.00	N

#### Extension of Time (Plumbing Permit or CLC)

0 - 12 months	per application	\$ 158.00	N
12 - 24 months	per application	\$ 313.00	N

#### Expired Permit Extension of Time (Special Circumstances)

0 - 12 months	per application	\$ 204.00	N
12 - 24 months	per application	\$ 405.00	N

Amended Plan Fee (certificate of likely compliance / plumbing permit)	per application	\$ 105.00	N
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### TOWN PLANNING

#### Subdivision Planning Fees

For the consideration of a plan of subdivision other than stratum title subdivision:

Base Assessment:	per application	\$ 669.00	N
(i) Plus Lot Fee (for each lot shown on proposal plan, including balance lot)	per lot	\$ 221.00	N
(ii) Plus Public Notification	per application	\$ 419.00	N
Boundary Adjustment or Reorganisation of Boundaries - no new lots created:	per application	\$ 669.00	N
(i) Plus Public Notification Fee	per application	\$ 419.00	N
Minor Boundary Adjustment (Clause 7.3.1)	per application	\$ 490.00	N
Request for Amendment of Sealed Plan	per application	\$ 490.00	N
A Hearing to Amend a Sealed Plan (if required)	per application	\$ 1,192.00	N





## Sorell Council Fees and Charges

Effective from 1 July 2025

All fees and charges are inclusive of GST where applicable

Type of Fee / Charge	Unit	2025/2026 Fees and Charges	GST Applied
Adhesion Order or Discharge (including sealing)	per application	\$ 399.00	N
Sealing of Final Plan Base Assessment	per application	\$ 407.00	N
(i) Plus per lot, including balance lot	per lot	\$ 59.00	N
Minor Amendment - permitted (Section 56)	per application	\$ 315.00	N
Minor Amendment - discretionary (Section 57)	per application	\$ 441.00	N
Extension of Time	per application	\$ 216.00	N
Inspection Fee	per inspection	\$329.00 per Officer	N
Engineering Design Drawing Checking	per application	2% of construction costs or minimum of \$742.00 (whichever is higher)	N
Amended Engineering Design Drawing Checking Fee	per application	50% of original fee	
Bond Administration Fee (Early Issue of Title)	per application	\$ 201.00	N

### Development / Use Fees

Exempt/ No Permit Required Certificate	per application	\$ 148.00	N
Change of use (no works) - permitted	per application	\$ 268.00	N
Change of use (no works) - discretionary	per application	\$ 479.00	N
(i) Plus Public Notification	per application	\$ 419.00	N
Permitted or discretionary applications	per application	EV fee (below) plus public notification fee	N
Public notification fee	per application	\$ 419.00	N
Minor Amendment - Permitted (Section 56)	per application	\$ 337.00	N
Minor Amendment - Discretionary (Section 56)	per application	\$ 472.00	N
Signage - Permitted	per application	\$ 337.00	N
Signage - Discretionary:	per application	\$ 649.00	N
Retrospective Use or Development	per application	Fees applicable are double application fees plus where applicable Public Notification Fee	N
Extension of Time	per application	\$ 216.00	N
Strata Title Base Assessment:	per application	\$ 350.00	N
(i) Plus each strata lot	per unit	\$ 221.00	N
Inspection Fee for strata or condition compliance	per inspection	\$329.00 per Officer	N



Sorell Council Fees and Charges			
Effective from 1 July 2025			
All fees and charges are inclusive of GST where applicable			
Type of Fee / Charge	Unit	2025/2026 Fees and Charges	GST Applied
Level 2 Activity Environmental Management & Pollution Control Act 1994 (base fee):	per application	\$ 1,615.00	N
(i) Plus Estimated Value Fee	per application	Refer to the Estimated Value Fee (below)	N
(ii) Plus Public Notification	per application	\$ 419.00	N
Part 5 Agreement Assessment including Sealing, Amendment or Ending Agreement (Section 71)	per application	\$ 230.00	N
Estimated Value (EV) Fee	per application	EV: \$0 - \$25,000 \$173.00 EV: \$25,001 - \$75,000 \$633.00 EV: \$75,001 - \$500,000 \$704.00 EV: \$500,001 - \$1,000,000 \$984.00 EV: \$1,000,001 - \$2,000,000 \$2,027.00 EV: \$2,000,001 - \$3,500,000 \$4,152.00 EV: \$3,500,001 - \$5,000,000 \$8,361.00 EV: \$5,000,001 - \$10,000,000 \$16,720.00 EV: Over \$10,000,000 \$25,368.00	N

#### Development / Use Fees - Other

Planning Scheme Amendment	per application	\$8,345.00 + applicable development application fee	N
Request to seek amendment to the Southern Tasmanian Regional Land Use Strategy	per request	\$8,385.00 + costs of third party reports	N
Minor Amendment to Permit Approved as part of a Planning Scheme Amendment	per application	\$ 573.00	N
Cash in Lieu of Providing Car Parking Space on Development	per space	\$ 8,770.00	N
Refund of Fees for Application withdrawn prior to Determination	per application	20% of Base Fee (Refund of Public Notification Fee if not advertised)	N
Re-advertising fee if due to changes to application by applicant	per application	\$ 419.00	N

#### Stormwater Contribution in New Developments Policy

Water Quality Contribution (Section B4.1)	per equivalent stormwater tenement	\$ 2,048.00	N
Capacity Utilisation Charge for new developments (Section D1.1)			
(i) New subdivision lots in the township of Sorell that utilises part of the existing piped network	per additional lot	\$ 5,137.00	N
(ii) Additional multiple dwelling units in the township of Sorell	per unit	\$ 5,137.00	N
(iii) New development that exceeds a 50% site coverage in the township of Sorell	per application	\$ 5,137.00	N
(iv) New non-residential development with a impervious surface of more than 350m <sup>2</sup> in the township of Sorell	per application	\$ 5,137.00	N



## Sorell Council Fees and Charges

Effective from 1 July 2025

All fees and charges are inclusive of GST where applicable

Type of Fee / Charge	Unit	2025/2026 Fees and Charges	GST Applied
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### RECREATION FACILITIES AND COMMUNITY HALLS

**Per Day Rate** - Applies to bookings of 8 hours or more.

**Commercial Rate** - All trading/commercial/government/business use will be charged an additional 25% on top of community hire rates.

**Council reserves the right to apply the above conditions at its own discretion.**

### SPORTS AND RECREATION

#### South East Sports Complex

Senior / Junior Oval	per day	\$ 295.00	Y
	per hour	\$ 39.00	Y
Cricket Nets	per day	\$ 67.00	Y
	per hour	\$ 11.00	Y
Soccer Pitch	per day	\$ 322.00	Y
	per hour	\$ 45.00	Y
Outdoor Netball / Basketball Courts (per court)	per day	\$ 67.00	Y
	per hour	\$ 11.00	Y
PCYC Shed	per day	\$ 94.00	Y
	per hour	\$ 14.00	Y
Event (includes all outdoorsports grounds)	per day	\$ 400.00	Y

#### South East Sports Complex - Lighting

Lighting charges are additional to ground hire (applies for all winter season bookings from 5.00 pm and all summer season bookings from 8.30 pm)

Senior Oval - training lights	per hour	\$ 39.00	Y
Senior Oval - competition lights	per hour	\$ 77.00	Y
Junior Oval - training lights	per hour	\$ 39.00	Y
Soccer Pitch (6 lighting towers)	per hour	\$ 39.00	Y
Soccer Pitch (3 lighting towers)	per hour	\$ 21.00	Y
Soccer Pitch (1 lighting tower)	per hour	\$ 11.00	Y
Outdoor Netball / Basketball Courts Court 1 and 2 (4 lighting towers) Court 3 and 4 (4 lighting towers) Court 5 and 6 (4 lighting towers)	per hour / per set of 4 Light Towers	\$ 27.00	Y

#### South East Stadium

*Casual User:* Users booking facilities in a casual non repeated basis.

*Regular User:* Sport clubs and community organisations booking facilities on a weekly/monthly regular basis.

*Anchor Tenant:* SENA, SEBA and SEUFC. If interested to become an anchor tenant club or organisation, please contact Sorell Council.

#### Training Indoor Courts - Hire fee per Court (Netball and Basketball)

Weekdays between 6.00 am and 5.00 pm

Casual User	per hour	\$ 45.00	Y
Regular User	per hour	\$ 35.00	Y
Anchor Tenant	per hour	\$ 25.00	Y
School Groups - School Hours Only	per hour	\$ 25.00	Y
Individual User (max of 2 people; private bookings only, NOT for club use)	per hour	\$ 10.50	Y
Small Groups (3 - 6 people; private bookings only, NOT for club use)	per hour	\$ 17.00	Y
Commercial / For Profit	per hour	\$ 56.00	Y

#### Competition Games Indoor Courts - Hire fee per Court (Netball and Basketball)

Weekdays between 5.00 pm and 10.00 pm / Weekends and Public Holidays All Day

Casual User	per hour	\$ 57.00	Y
Regular User	per hour	\$ 46.50	Y
Anchor Tenant	per hour	\$ 36.50	Y
School Groups - School Hours Only	per hour	\$ 36.50	Y
Individual User (max of 2 people; private bookings only, NOT for club use)	per hour	\$ 10.50	Y
Small Groups (3 - 6 people; private bookings only, NOT for club use)	per hour	\$ 17.00	Y
Commercial / For Profit Rate	per hour	\$ 71.00	Y



## AGENDA

## ORDINARY COUNCIL MEETING

20 MAY 2025

## Sorell Council Fees and Charges

Effective from 1 July 2025

All fees and charges are inclusive of GST where applicable

Type of Fee / Charge	Unit	2025/2026 Fees and Charges	GST Applied
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### Show Court Hire (Netball and Basketball)

All days

Casual User - 4 hour event	per event	\$ 528.00	Y
Casual User - 8 hour event	per event	\$ 845.00	Y
Regular User - 4 hour event	per event	\$ 370.00	Y
Regular User - 8 hour event	per event	\$ 634.00	Y
Anchor Tenant - 4 hour event	per event	\$ 206.50	Y
Anchor Tenant - 8 hour event	per event	\$ 412.50	Y
Commercial / For Profit - 4 hour event	per event	\$ 664.00	Y
Commercial / For Profit - 8 hour event	per event	\$ 1,063.00	Y

### Function Room Hire

Half Room: Trainings and meeting space - Capacity: Seating 40 persons / Standing 60 persons

Full Room: Functions, Galas, Trainings, Events - Capacity: Seating 80 persons / Standing 120 persons

Casual User - half room	per hour	\$ 31.00	Y
Casual User - full room	per hour	\$ 52.00	Y
Casual User - full room 4 hour event	per event	\$ 206.50	Y
Casual User - full room 8 hour event	per event	\$ 412.50	Y
Regular User - half room	per hour	\$ 26.00	Y
Regular User - full room	per hour	\$ 41.50	Y
Regular User - full room 4 hour event	per event	\$ 155.00	Y
Regular User - full room 8 hour event	per event	\$ 309.50	Y

### Meeting Room Hire

Capacity: 12 persons

Casual User	per hour	\$ 31.00	Y
Regular User	per hour	\$ 26.00	Y

### Anchor Tenant Package

The package includes:

- Function Room
- Meeting Room
- Shared Office Space
- Storage Space
- Sponsorship Space
- Access to reduced court hire fees

Note: No charge is levied for an introductory program run by club volunteers for a maximum of 8 weeks per year for a one hour session

Note: Function room and meeting room included in this package are subject to availability and require to be booked by Anchor Tenants

per annum	\$ 1,695.00	Y
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### Recreation Vehicle Short Term Parking

First 24 hours (overnight)	\$ 16.00	Y
Up to 5 nights flat fee	\$ 47.00	Y

### Dodges Ferry Oval

Oval	per day	\$ 163.00	Y
	per hour	\$ 25.00	Y

### Dunalley Recreation Ground

Oval	per day	\$ 91.00	Y
Club Rooms	per day	\$ 54.50	Y
	per hour	\$ 7.50	Y
Kitchen	per day	\$ 48.50	Y



## AGENDA

ORDINARY COUNCIL MEETING

20 MAY 2025



## Sorell Council Fees and Charges

Effective from 1 July 2025

All fees and charges are inclusive of GST where applicable

Type of Fee / Charge	Unit	2025/2026 Fees and Charges	GST Applied
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### COMMUNITY HALLS

**Per Day Rate** - Applies to bookings of 8 or more hours.

Community Rate for Long Term Hires - A 20% discount will apply to local community organisations using a facility on a permanent basis (fortnightly or All trading/commercial/government/business use will be charged an additional 25% on top of normal hire rates.

If the facility is used without a booking, no discounts will apply and a penalty fee of \$25 will be charged.

Council reserves the right to apply the above conditions at its own discretion.

#### Council Managed Hall Bonds

##### Sorell Memorial Hall

Hall	per day	\$ 247.00	Y
	per hour	\$ 30.00	Y
Supper Room	per day	\$ 120.00	Y
	per hour	\$ 16.00	Y
Kitchen	per day	\$ 266.00	Y
	per hour	\$ 33.00	Y
Hall and Ground	per day	\$ 447.00	Y
Function Package The package includes: Hall, Supper Room and Kitchen Tables and Chairs Light and Sound System	per day	\$ 730.00	Y
Meeting Room	per day	\$ 81.00	Y
	per hour	\$ 14.00	Y
Light and Sound System	per hour	\$ 62.00	Y

##### Midway Point Hall

Hall, Kitchen & Meeting Room	per day	\$ 116.00	Y
	per hour	\$ 15.00	Y

##### Dodges Ferry Recreation Centre

Gymnasium	per day	\$ 226.00	Y
	per hour	\$ 31.00	Y

##### Copping Hall

Hall	per day	\$ 116.00	Y
	per hour	\$ 15.00	Y
Hall Hire Bond	per event	\$ 617.00	N
Function Package The package includes: Hall and Kitchen Tables, Chairs, Crockery and Cutlery Access to Hall for set-up 24 hours prior to function	per function	\$ 288.00	Y

### CEMETERY FEES

#### Cemetery Fees - Copping & Dunalley

Single Depth Plot	per plot	\$ 1,921.00	N
Double Depth Plot	per plot	\$ 2,090.00	N
Gravesite Reservation	per plot	\$ 568.00	N
Columbarium Wall Reservation	per placement reservation	\$ 289.00	N
Columbarium Wall - placement of ashes	each	\$ 594.00	N



## AGENDA

ORDINARY COUNCIL MEETING  
20 MAY 2025

## Sorell Council Fees and Charges

Effective from 1 July 2025

All fees and charges are inclusive of GST where applicable

Type of Fee / Charge	Unit	2025/2026 Fees and Charges	GST Applied
<b>ADMINISTRATION</b>			

### Bank Fees

Dishonoured Direct Debit Fee	per dishonour	\$ 7.50	Y
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### Printing & Photocopying

A4 - single side	per page	\$ 0.25	Y
A3 - single side	per page	\$ 0.50	Y

### Consent to Pass on Information

Consent to Pass on Information	per request	\$ 21.00	Y
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### Council Meeting Room Hire

Meeting room rates are available upon request and are dependent upon the size of the facility and any associated equipment requirements.

### Lease or Licence Over Council Owned Land

Lease or Licence over Council owned land (Section 205)	per lease or licence	\$ 1,536.00	N
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## 18.4 SORELL COUNCIL AUDIT PANEL CHARTER

### RECOMMENDATION

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

### BACKGROUND

Item 11 of the Sorell Council Audit Panel Charter reads as per '*The Panel will review its Charter every two years, or earlier if the need arises, and make recommendations to the Council on any suggested changes*'.

The Charter was previously reviewed by the Audit Panel in July 2023. In April 2025 the Audit Panel reviewed the Charter in accordance with item 11 of the Charter.

### CHARTER CHANGES

A copy of the recommended Charter is attached. The fundamental changes to the Charter are:

- Removal of the Code of Conduct section and removal of the reference to the Code of Conduct at the Conflicts of Interest section, as Council do not have an approved Audit Panel Code of Conduct.
- Amend the Level of Authority section to make it clear that the Panel act in an advisory capacity not a decision making capacity.
- Amend the Membership section to make it clear that Panel members are appointed by Council.
- Amend the Meeting Records section to reflect current and realistic practices.
- Amend the Reporting section to remove reference to the minutes. The Panel agreed that going forward, following each meeting, the Chairperson would provide a summary of key meeting items to Manager Finance. Manager Finance to include this summary in the Closed meeting agenda item at the same time the draft minutes are tabled to Council.

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

Date: 13 May 2025

Attachments (7)



**AGENDA**  
ORDINARY COUNCIL MEETING  
20 MAY 2025



## **SORELL COUNCIL AUDIT PANEL CHARTER**

### **1. Objective**

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

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

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

### **2. Principal Functions**

#### **2.1 Principal Functions**

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

- the Council's financial system, financial governance arrangements and financial management,
- whether the Annual Financial Statements of the Council accurately represent the state of affairs of the Council,
- whether and how the Strategic Plan, Annual Plan, Financial Management Strategy, Long- Term Financial Management Plan , Long-term Strategic Asset Management Plan, Asset Management Strategic Plan, and Asset Management Policy are integrated, and consider the processes and assumptions undertaken to prepare the Plans,
- whether appropriate and current accounting procedures, internal controls, anti-fraud, anti-corruption and risk management systems, controls and policies are in place to safeguard the Council's long-term financial position,
- whether the Council is complying with all provisions of the *Local Government Act 1993* and any other relevant legislation,

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- the actions taken by Council in relation to previous recommendations made by the Panel, and the effectiveness of those actions, and
- any other activities within the Panel's remit as determined by the Panel, or otherwise requested by Council.

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

## **2.2 Key Areas**

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

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

## **2.3 Internal Audit**

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

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

## **3. Responsibilities**

### **3.1 Responsibilities**

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

In carrying out its responsibilities, the Panel at all times recognises that the primary responsibility for management of the Council resides with the General Manager. In fulfilling their functions, Panel Members are expected to:

- act in the best interests of the Council,
- apply sound analytical skills, objectivity and judgment,
- express opinions constructively and openly,
- raise issues that relate to the Panel's functions and pursue independent lines of enquiry within the Panel's deliberations and meetings,
- contribute the time required to review meeting papers, prepare and attend meetings, and
- have regard for the legal requirements of the *Local Government Act 1993*, the *Audit Panels Order* and any other guidelines issued by the Director of Local Government in relation to Audit Panels.

### **3.2 Confidentiality**

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

## **4. Level of Authority**

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

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

The Panel act as an advisory board to Council. The Panel does not hold decision making authority.

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



## 5. Membership

### 5.1 Membership

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

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

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

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

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

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

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

### 5.2 Absences

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

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

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

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

## 6. Remuneration

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

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## 7. Induction

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

## 8. Meetings

### 8.1 Meetings

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

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

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

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

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

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

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

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

### 8.2 Attendance

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

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

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

### **8.3 Conflict of Interest**

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

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

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

### **8.4 Meeting Records**

The secretariat to the Panel will prepare the draft minutes as soon as practical and provide to the Chairperson for review.

The Chairperson will review and return the draft minutes as soon as practical. Draft minutes will be circulated to all Panel members for adoption at the next Panel meeting.

The Chairperson reviewed draft minutes will be tabled at the next meeting of Council. If the minutes are amended, they are to be re-tabled to Council, at the next meeting of Council.

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

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

## **9. Annual Work Plan**

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

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

## **10. Reporting**

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

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

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

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

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

## **11. Review**

### **11.1 Charter**

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

### **11.2 Audit Panel**

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

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

**Approved by Council at its meeting on**

**19.0 PLANNING****20.0 HEALTH AND COMPLIANCE****21.0 ROADS AND STORMWATER****22.0 FACILITIES AND RECREATION****23.0 QUESTIONS FROM THE PUBLIC**

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

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

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

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

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

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

**23.1 QUESTION FROM THE PUBLIC ON NOTICE**

Mr Des Vernon of Bream Creek asks:

*“Why would the council change hard waste collection interval to more than 6 months previously 3 months without community consultation and I assume councillor consultation.*

*We wish for councillors to push for a return to 3 month collection and or proper consultation.”*



**Response from Manager Health and Compliance:**

The changes to hard waste were included in the *Sorell Council Waste Management Strategy 2023*.

Goal 2 of the Strategy is '*To provide convenient and affordable waste services that meet the needs of the community*', which includes phasing out hard waste collection and providing subsidised access for residents to 'drop off' waste at the Mornington Park transfer station.

Following consultation with the community and reviewing a community run survey completed by *Community Action on Waste*, Council agreed that hard waste collection should continue for at least another 2 years (effective from July 2024), but the frequency would reduce to twice a year. This also reflected the lessening access to or availability of contractors.

Currently, consultants engaged by *TasWaste South* (with the support of Sorell, Brighton, Clarence and Hobart Councils) are completing a regional hard waste collection benchmarking and feasibility study report. The objective of the study is to identify cost-effective, safe, and sustainable service options that could be implemented by member councils, either individually or collaboratively. Once the report has been completed Council will consider the recommendations before making any changes to hard waste services.



## CLOSED MEETING

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

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

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

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

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

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

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



## 24.0 CLOSED MEETING



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

Reference	Item
24.1	Confirmation of the Closed Council Minutes of the Council Meeting of 15 April 2025– <i>Regulation 34(3)</i>
24.2	Confirmation of the Closed Minutes of the Special Council Meeting of 23 April 2025– <i>Regulation 34(3)</i>
24.3	Disclosure of confidential information – <i>Regulation 15(8)</i>

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

### RECOMMENDATION

That the meeting be closed to the public to enable Council to consider agenda items 24.1 - 24.3 which are confidential matters as prescribed in Regulations 34 and 15 of the Local Government (Meeting Procedures) Regulations 2015.

## 24.1 CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 15 APRIL 2025



### RECOMMENDATION

"That the Closed Minutes of the Council Meeting held on 15<sup>th</sup> April 2025 be confirmed."

## 24.2 CONFIRMATION OF THE CLOSED MINUTES OF THE SPECIAL COUNCIL MEETING OF 23 APRIL 2025

### RECOMMENDATION

"That the Closed Minutes of the Special Council Meeting held on 23<sup>rd</sup> April 2025 be confirmed."



## 24.3 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION



### RECOMMENDATION

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

## 25.0 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
DECYP	Department for Education, Children and Young People
DPAC	Department of Premier & Cabinet
DPFEM	Department of Police, Fire and Emergency Management
DSG	Department of State Growth
DST	Destination Southern Tasmania
EBA	Enterprise Bargaining Agreement
EOI	Expressions of Interest
EOFY	End of Financial Year
EPA	Environment Permit Authority
EWaste	Electronic Waste
FMAC	Fire Management Assessment Committee
GM	General Manager
ICT	Information Communication Technology
LGAT	Local Government Association of Tasmania
LPS	Local Provisions Schedule
LTFP	Long Term Financial Plan
LTI	Lost Time Injury
MAST	Marine & Safety Tasmania
MEMC	Municipal Emergency Management Committee
NBN	National Broadband Network
NRE	Department of Natural Resources and Environment Tasmania
NRM	Natural Resource Management
PWS	Parks and Wildlife Service
RACT	Royal Automobile Club of Tasmania
RDA	Regional Development Australia
RSL	Returned Services League
RTI	Right to Information
SBIP	School Based Immunisation Program
SEI	South East Irrigation
SEBA	South East Basketball Association



### AGENDA

ORDINARY COUNCIL MEETING  
20 MAY 2025



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

