



COUNCIL AGENDA

16 JULY 2024

COUNCIL CHAMBERS
COMMUNITY ADMINISTRATION CENTRE (CAC)

NOTICE OF MEETING

Notice is hereby given that the next meeting of the Sorell Council will be held at the Community Administration Centre (CAC), 47 Cole Street, Sorell on Tuesday, 16 July 2024, commencing at 6.00 pm.

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

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

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

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

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

ROBERT HIGGINS
GENERAL MANAGER
11 JULY 2024



AGENDA

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

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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 Larkins
Councillor M Miró Quesada Le Roux
Councillor B Nichols
Councillor M Reed
Councillor N Reynolds
Councillor C Torenus

3.0 APOLOGIES

4.0 DECLARATIONS OF PECUNIARY INTEREST

5.0 CONFIRMATION OF MINUTES

5.1 CONFIRMATION OF MINUTES FROM THE COUNCIL MEETING 18 JUNE 2024

RECOMMENDATION

"That the Minutes of the Council Meeting held on 18th June 2024 be confirmed."

5.2 CONFIRMATION OF MINUTES FROM THE SPECIAL COUNCIL MEETING 25 JUNE 2024

RECOMMENDATION

"That the Minutes of the Special Council Meeting held on 25th June 2024 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.

- Attended the Tas Emergency Services Conference as a TFS Brigade member.
- Attended Lions Change over lunch.
- Met with MP Andrew Jenna (JLN).
- Met with Kerry Vincent MLC.
- Attended a Citizenship ceremony.
- Popped into LIVEAT to congratulate them on one year of business in Sorell.
- Various interviews, Mercury, Win News, ABC News, Sorell Times, ABC breakfast radio.
- Met with Andrew Hyatt from BEST.
- Attended a Landcare workshop on Willow removal.
- Attended Rotary Changeover Dinner.
- Helped in Football Canteen x 3.
- Attended the 'come try session' at the BMX track.
- Popped into Midway Neighbourhood house to Celebrate the start of NADOC week BBQ.
- Met with Brian Mitchell MP.
- Attended the grand opening of the new Salvos Coffee cart at BEST.
- Met with Lyndon Stevenson CEO of CTST/Area Connect.
- Met with Lyons Federal Liberal candidate Susie Bower.

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

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The following Council Workshop was held:

Date	Purpose	Councillor Attendance	Councillor Apologies
2 nd July 2024	<ul style="list-style-type: none"> • Compliance plan presentation <ul style="list-style-type: none"> - Enforcement Policy - Regulatory Compliance Plan - Regulatory Enforcement procedure • Councillor Representatives on committees post-election • Draft Customer Service Strategy 	Gatehouse, Wooley, Larkins, Miro Quesada, Nichols, Reed, Reynolds, Torenus	Campbell

9.0 COUNCILLOR QUESTIONS ON NOTICE

Nil

10.0 COUNCILLOR MOTIONS ON NOTICE

Nil



11.0 WORKGROUP REPORTS

RECOMMENDATION

"That the workgroup reports as listed be received."

11.1 OFFICE OF THE GENERAL MANAGER – ROBERT HIGGINS

- WHS Committee Meeting – 19th June
- SWS FOGO facility ACCC discussion with Participating Councils – 19th June
- STRLUS review project matters including Steering Committee meeting – 19th June and 10th July
- Met with IMAS Red Handfish members to discuss Blue Lagoon outfall project – 20th June
- Attended and presented at RDA Tasmania Board Meeting at CAC – 20th June
- ACCC interview re: SWS FOGO facility – 24th June
- Met with Liberal Prosser member and Mayor – 2nd July
- Operational Planning day with Leadership Team – 3rd July
- Met with SEBA President to discuss SE Stadium matters – 4th July
- Attended Audit Panel meeting – 5th July
- Met with Andrew Hyatt BEST and Oliver Strickland to discuss Suburban Study Hub grant application – 5th July
- Met with Iron Creek General Manager – 8th July
- Met with KPMG to finalise SE Economic Infrastructure Strategy review to enable adoption at SERDA meeting on 17th July
- Met with Federal Liberal Lyons candidate Susie Bower with Mayor – 10th July
- Meeting with Steiner School proponent and Councillor Reed – 11th July
- Meeting with Active Tasmania at BMX and SE Stadium facilities – 11th July
- Meeting with TasWater to discuss ongoing project and future planning matters – 12th July
- Attended STCA meeting – 15th July
- Jobs and Training Hub internal project team meetings.
- Staff meetings, Leadership Team meeting, workshops and SPA meetings.

DIRECTOR SERVICE DELIVERY – RUSSELL FOX

- Long Service Leave (8 July 2024 – 18 October 2024).



DIRECTOR PEOPLE AND PERFORMANCE - JESS HINCHEN

- Annual Leave 8 – 13 July

Meetings attended:

- Operational Planning Day.
- Various meetings with GHD re: Social Strategy and Active Transport Strategy, including community Pop Up Consultation at Sorell Plaza.
- Various meetings re: South East Youth Engagement Project.
- Various meetings related to Stadium Management & Facilities.
- Various Workgroup Manager meetings.
- Various HR Matters.
- Council Workshop.
- Council Meeting.

EMPLOYEE SUPPORT COORDINATOR

Resignations

- Municipal Worker – Sealed Roads - David Henderson resigned from this position with his final day being 14 June 2024.
- Municipal Worker – Stormwater – Michael Thorne resigned from this position with his final day being 3 July 2024.
- Recreation Officer (South East Stadium & Sports Complex) - Sophia Hart resigned from this casual position effective immediately.

Appointment

- Finance Officer – Christine Fraser has been appointed on a casual basis.
- Customer & Business Support Officer – Vicki Foster has been permanently appointed to her fixed term position.
- Municipal Worker – Land Improvements – Stacey Schultz and Brad Woolley have been permanently appointed to these positions.

Recruitment

Recruitment for the following positions is currently in progress –

- Municipal Worker – Stormwater – This position was advertised with BEST on 4 July 2024 and closes 29 July 2024.
- Municipal Worker – Sealed Roads – Interviews have been conducted and appointment will be announced in due course.

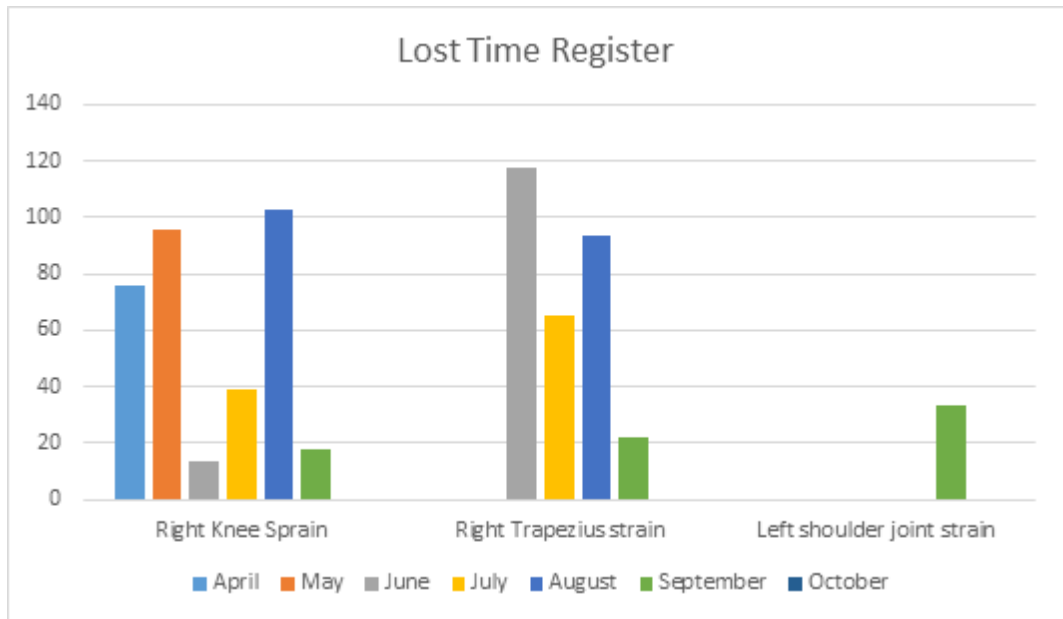
Meetings

- Various meetings with Manager Finance and Manager Roads & Stormwater.
- Dialog EOY Webinar.
- Spirit Super Meeting.



Workers Compensation

- 1 x New Claim (back pain) No lost time yet.



Payroll

- Two pay runs completed.
- EOFY complete.
- New tax scales, payrates, superannuation and allowance increases applied.

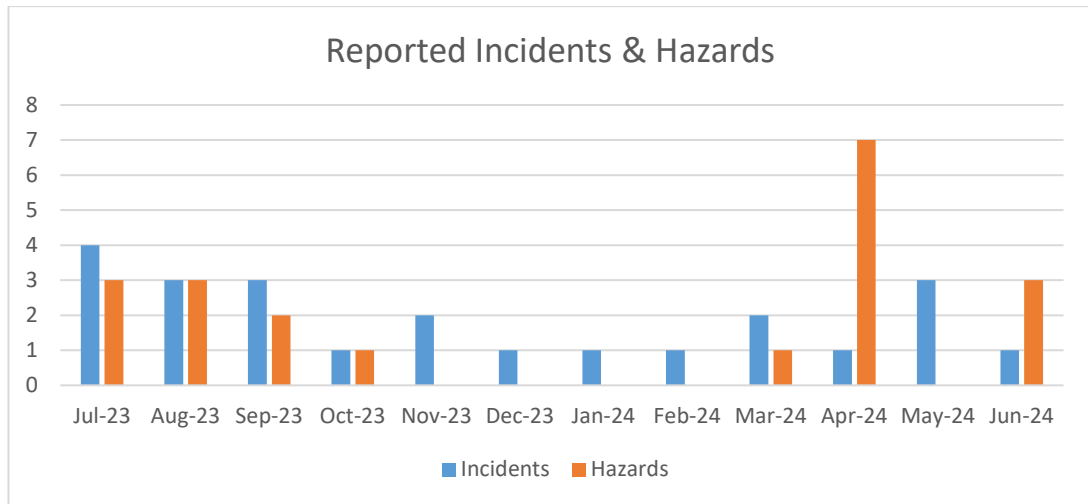
DEVELOPMENT OFFICER – STRATEGY & RISK

Meetings attended:

- Land Improvements / Football Federation Tasmania – Suitability Assessment of Seventh Ave site.
- Risk & Strategy Monthly Meeting.
- Quarterly WHS Committee Meeting.
- Tree Register / Tree Maintenance meeting – Land Improvements.
- Operational Planning.
- Audit Panel.
- Internal Child Safe Organisation Working Group.

Reported Incidents and Hazards for June:





- 1 Incident reported.
 - 1 slip and fall
- 3 hazards identified and reported.
 - 2 x drainage issues
 - 1 x water damage to floor
- 1 investigation completed.

11.2 FINANCE – STEPHANIE PERRY, MANAGER

Financial Management

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

- Finance staff completed all end-of-month (EOM) procedures for June, 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 completed South East Region Development Association (SERDA) ad-hoc and monthly financial tasks.
- Finance staff finalised the 2024/2025 operating and capital budgets.
- Finance staff finalised the 2024/2025 long term financial plan.
- In preparation for the 2024/2025 financial year, the following tasks were completed:
 - The 2024/2025 operating budget was uploaded to the D365BC Finance system and all corresponding reports were updated.
 - The 2024/2025 capital budget was rolled over and updated.



- The 2024/2025 fees and charges schedule was updated in Property Wise.
- The approved 2024/2025 operating budget, capital budget and fees & charges schedule were circulated to all staff.
- A new variance reporting schedule was developed for the 2024/2025 financial year. This schedule was circulated to all Workgroup managers, including when variance reporting on actual to budget income and expenditure is expected to be completed.
- Work continued on preparation for 30 June 2024 end of financial year, including preparing the 2023/2024 local government model financial statements.
- Work continued on preparing capital jobs for capitalisation at 30 June 2024 and a number of plant and equipment assets were prepared for capitalisation.
- The Fringe Benefit Tax (FBT) return was completed and lodged in June 2024.
- Finance staff completed the following grant related reports:
 - Performance report Seventh Avenue – Carlton Beach Stormwater Upgrade National Flood Mitigation Infrastructure Program lodgement with Department of Police, Fire and Emergency Department.
 - Final acquittal Devenish Drive – Sorell Stormwater Upgrade National Flood Mitigation Infrastructure Program lodgement with Department of Police, Fire and Emergency Department.
 - Final acquittal Gypsy Bay (Primrose Sands) boat ramp jetty remedial works lodgement with Marine and Safety Tasmania.
- Finance staff provided payroll support for the pay run fortnight ending 14 June & 28 June 2024.

Rates

- At the end of June, Council recorded another low rates debtor balance of \$36k debit balance. 99.8% of rates had been collected at 30 June compared to 99.8% at the same time last year.
- Interest and penalty raised to the end of June was \$127k. This is compared to \$115k raised at the same time last year.
- Supplementary valuations were received from the Office of the Valuer-General, year to date totalling \$195k in general rates, \$42k in waste charges and \$10k in fire levy income.
- The Senior Rates Officer finalised the 2024/2025 Rates Policy, Rates Resolution and Financial Hardship Policy in preparation for implementation in July 2024.



Audit

- The Tasmanian Audit Office (TAO) issued the Interim Memorandum of Audit Findings for the Year Ending 30 June 2024. The report included four (4) resolved previously reported findings, one (1) unresolved previously reported finding and five (5) new findings yet to be resolved. The 5 new findings include three (3) moderate risk and two (2) low risk findings. Management are working on resolving the outstanding issues in the 2024/2025 financial year.
- Finance staff prepared and circulated the Audit Panel agenda, in preparation for the 5 July 2024 meeting.

Grants & Funding

During the month of June, the following grants were invoiced:

- The State Government Department of Police, Fire and Emergency management was invoiced \$193k (excluding GST) for Instalment 4 of the National Flood Mitigation Infrastructure Program for works at Devenish Drive. This invoice was outstanding at the end of June.
- The State Government Department of State Growth was invoiced \$70k (excluding GST) for the Tasmanian Active Infrastructure grant for LED lighting at the Sorell BMX track. This invoice was outstanding at the end of June.

During the month of June, the following grants were received:

- An 85% prepayment of the 2024/2025 Financial Assistance Grant of \$2.361m was received from the Federal Government Department of Infrastructure, Transport, Regional Development, Communications and the Arts.
- \$240k was received from the Australian Government, Department of Infrastructure, Transport, Regional Development and Communications for the Roads to Recovery Program.

Insurance

- All 2024/2025 financial year insurance policies were finalised and in place at 30 June 2024.

Fleet Management

- A capital budget allocation was made for fleet replacements during the 2023/2024 financial year. The General Manager approved the light fleet procurement recommendation and the orders were placed. Due to supplier delays the orders were not all received in the 2023/2024 financial year. The Ford order for one Ford Ranger Double



Cab and one Ford Ranger Super Cab is expected to arrive in quarter one (1) of the 2024/2025 financial year.

Plant and Equipment Disposals

- Two vehicles from the 2023/2024 replacement schedule were disposed of in June 2024. The details of these disposals will be reported on in July, post capitalisation in Assetic and D365BC.

Operational Plan

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

Operational Plan Item	Status
Finance System Upgrade	Completed.
Finance Policies	Management Policies – Motor Vehicle, Fuel Card and Disposal of Council Plant and Equipment Policies finalised and sent to Director People and Performance for review and approval. Review of the Investment & Credit Card Policies will continue in the 2024/2025 financial year.
Rates Property #1 Review	Review will continue in the 2024/2025 financial year.
Internal Audit Appointment	Completed.
Grant Summary Page	Completed.
Register of Finance Procedures	Review will continue in the 2024/2025 financial year.
Long Term Financial Plan Review	Completed.
Staff Education	Completed.
Land Tax Review	Completed.

Contributions

Half Yearly Summary of Contributions Received and Expenditure.

As at June 2024, cash reserves relating to contributions received by Council are as follows:



Contributions Received

Contributions received from 2014/2015 to 2022/2023 Financial Years:

Land Sales	\$1,024,726.42
Public Open Space Contributions	\$1,007,273.38
Subdivision Traffic Management Contributions	\$132,198.98
Car Parking Contributions	\$82,700.00
Stormwater Headwork Contributions	\$0.00
Interest received	\$70,461.02
	<u>\$2,317,359.80</u>

Contributions received in 2023/2024 Financial Year:

Land Sales	\$30,000.00
Public Open Space Contributions	\$706,081.80
Subdivision Traffic Management Contributions	\$18,591.44
Stormwater Headwork Contributions	\$7,016.00
Interest received	\$109,654.60
	<u>\$871,343.84</u>

Total Contributions Received **\$3,188,703.64**

Financial Offsets Expended

From 2014/2015 to 2023/2024 Financial Years **\$0.00**

Financial Offsets Expenditure still to be achieved **\$3,188,703.64**

Refer below for a report of Public Open Space Contributions and Expenditure by Locality and Zone.

**Proposed Expenditure per Sorell Council's Long Term Financial Plan
2024/2025 Financial Year**

Land Sales	\$0.00
Public Open Space Contributions	\$329,060.00
Car Parking Contributions	\$82,700.00
Stormwater Headwork Contributions	\$138,125.72
	<u>\$549,885.72</u>

2025/2026 Financial Year

Land Sales	\$762,800.00
Public Open Space Contributions	\$790,908.00
Stormwater Headwork Contributions	\$70,718.00
	<u>\$1,624,426.00</u>

2026/2027 Financial Year

Land Sales	\$1,006,250.00
Public Open Space Contributions	\$507,150.00
Stormwater Headwork Contributions	\$91,493.23
	<u>\$1,604,893.23</u>



Public Open Space Contributions Half -Yearly Summary of Contributions and Expenditure				
Contribution By Locality and Zone			Expenditure	
Current (as at 30 June 2024)		Movement From Prior	Current	Previous
Carlton	\$37,943	<i>First Report</i>	-	-
Low Density Res.	\$37,943	<i>First Report</i>	-	-
Dodges Ferry	\$36,115	<i>First Report</i>	-	-
Low Density Res.	\$30,915	<i>First Report</i>	-	-
Rural Living	\$5,200	<i>First Report</i>	-	-
Dunalley	\$33,020	<i>First Report</i>	-	-
Low Density Res.	\$2,520	<i>First Report</i>	-	-
Rural Living	\$30,050	<i>First Report</i>	-	-
Forcett	\$60,038	<i>First Report</i>	-	-
Rural Living	\$60,038	<i>First Report</i>	-	-
Lewisham	\$81,758	<i>First Report</i>	-	-
Low Density Res.	\$81,758	<i>First Report</i>	-	-
Midway Point	\$37,600	<i>First Report</i>	-	-
General Residential	\$37,600	<i>First Report</i>	-	-
Orielton	\$397,210.51	<i>First Report</i>	-	-
Rural Living	\$397,210.51	<i>First Report</i>	-	-
Primrose Sands	\$56,000	<i>First Report</i>	-	-
Low Density Res.	\$20,500	<i>First Report</i>	-	-
Rural Living	\$35,500	<i>First Report</i>	-	-
Sorell	\$973,625.22	<i>First Report</i>	-	-
General Residential	\$876,682.80	<i>First Report</i>	-	-
General Business	\$49,664	<i>First Report</i>	-	-
Low Density	\$8,000	<i>First Report</i>	-	-
Rural Living	\$39,278.42	<i>First Report</i>	-	-
Total	\$1,713,309.73	<i>First Report</i>		
Total by Zone				
General Residential	\$914,282.80	<i>First Report</i>		
General Business	\$49,664	<i>First Report</i>		
Low Density	\$181,636	<i>First Report</i>		
Rural Living	\$567,726.93	<i>First Report</i>		

Meetings

- Monthly capital works meeting with Finance, Asset Management, Engineering and Depot staff – 12/6/2024.
- Finance monthly meeting – 26/6/2024.

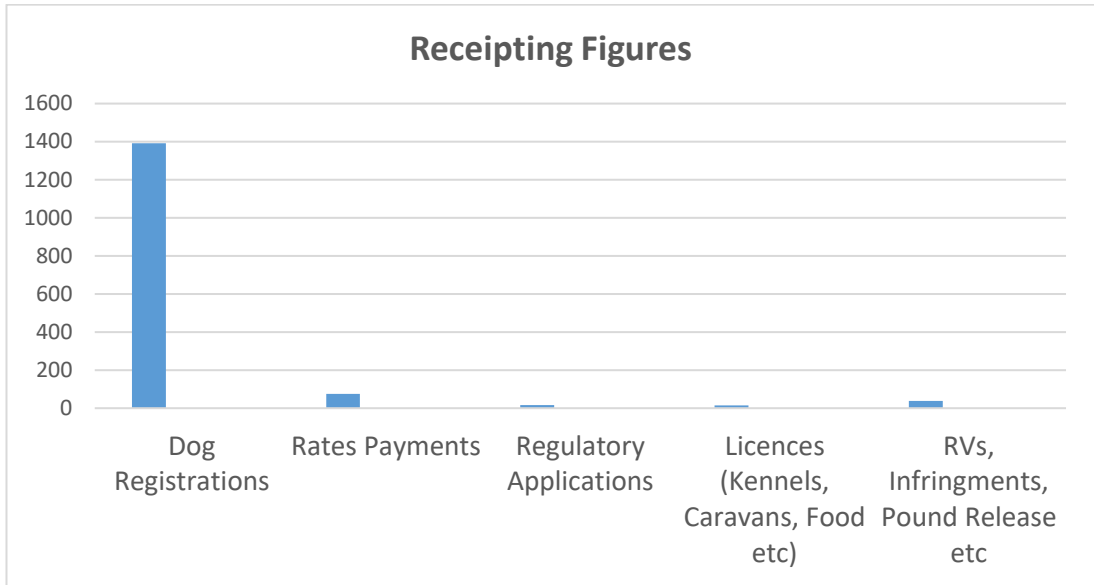


- Meeting with Dialog to discuss D365BC internal controls relating to auditor recommendations – 20/6/2024.
- Special Council Meeting – 25/6/2024.
- Audit Panel Agenda discussions with Chair Ric DeSanti – 27/6/2024.

11.3 COMMUNITY RELATIONS – STACEY GADD, MANAGER

CUSTOMER & BUSINESS SUPPORT

Receipting figures – June



Green and Hard Waste Bookings – June



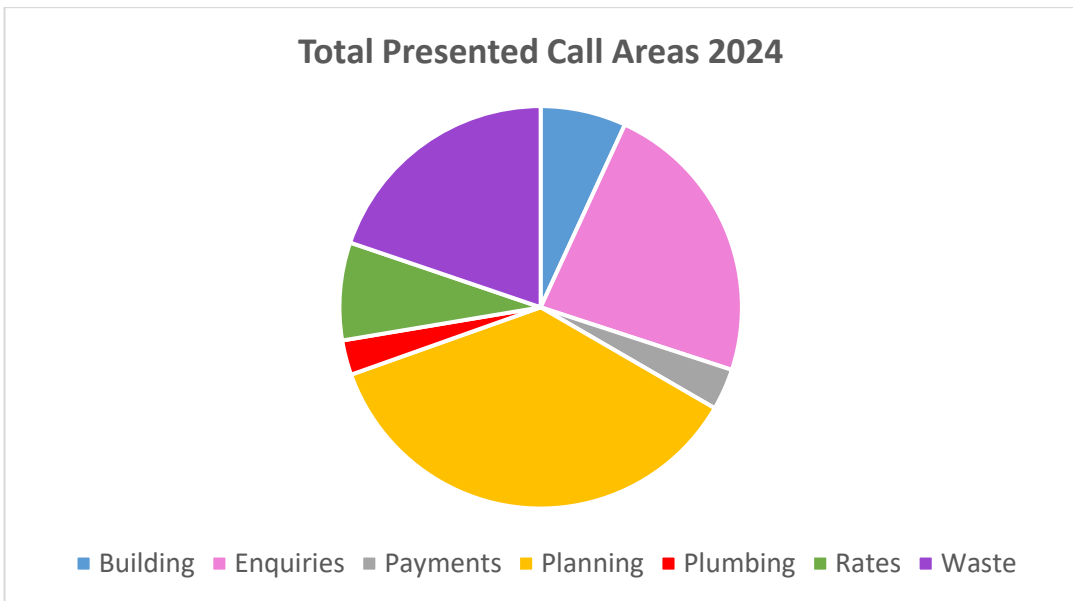
Phone Call Reporting – June

Group Summary

Sat, 01/06/2024 12:00 AM -
Sun, 30/06/2024 11:59 PM

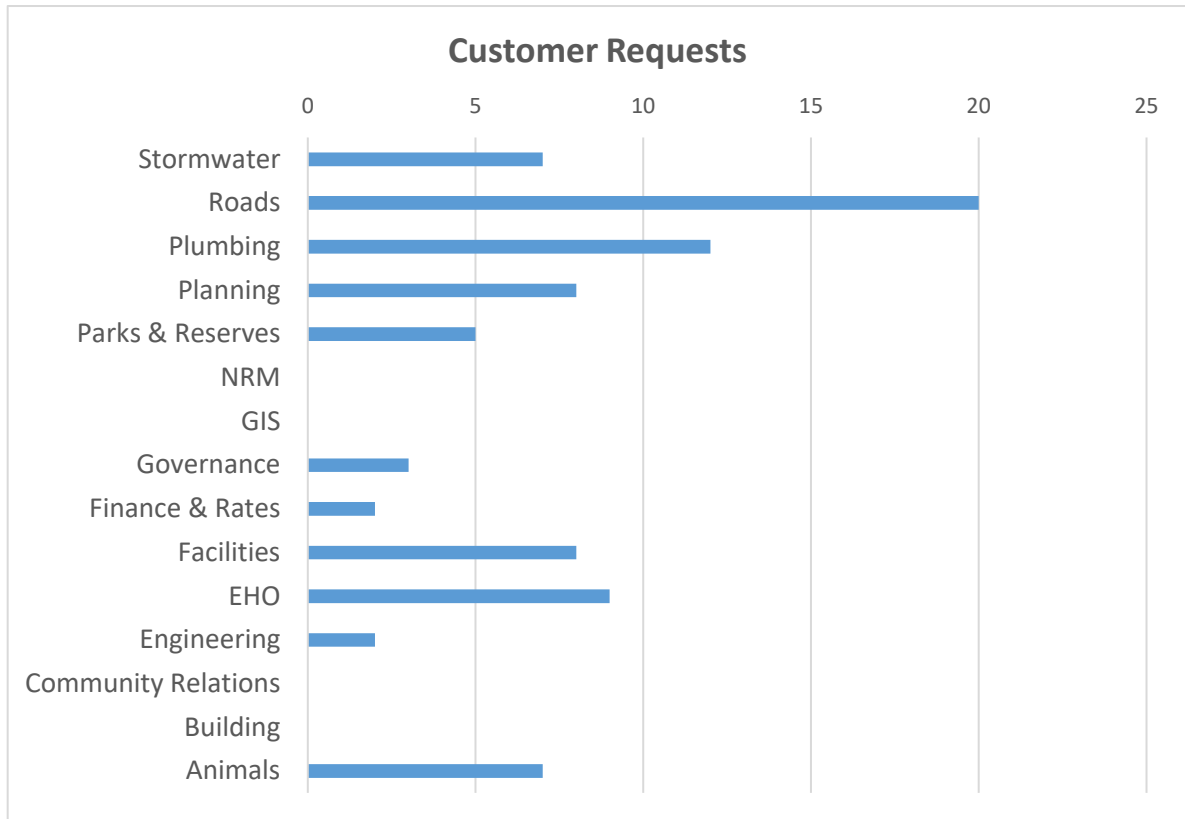
Total Presented Calls	538	Total Answered Calls	494
Total Missed Calls	44	Total Calls Overflowed To	
Total Calls Overflowed From		Percent of Calls Answered	91.8%
Percent of Calls Missed	8.2%	Avg Speed of Answer	0:00:14
Total Talking Duration	17:31:54	Avg Talking Duration	0:02:08

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	42	40	2			95.2%	4.8%	0:00:19	1:27:38	0:02:11
Enquiries	165	146	19			88.5%	11.5%	0:00:12	4:56:36	0:02:02
Payments	24	19	5			79.2%	20.8%	0:00:13	0:23:57	0:01:16
Planning	167	163	4			97.6%	2.4%	0:00:18	6:09:25	0:02:16
Plumb Engineer	15	14	1			93.3%	6.7%	0:00:08	0:31:59	0:02:17
Rates	35	33	2			94.3%	5.7%	0:00:13	1:09:37	0:02:07
SorelCouncil										
Waste	90	79	11			87.8%	12.2%	0:00:11	2:52:41	0:02:11



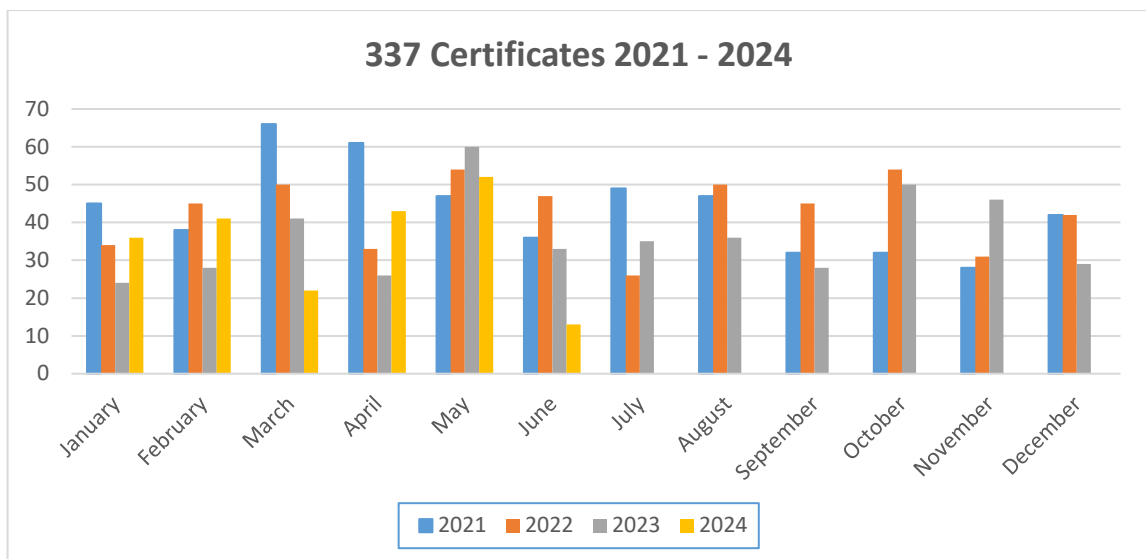
Customer Requests

CRMs created for the month of June

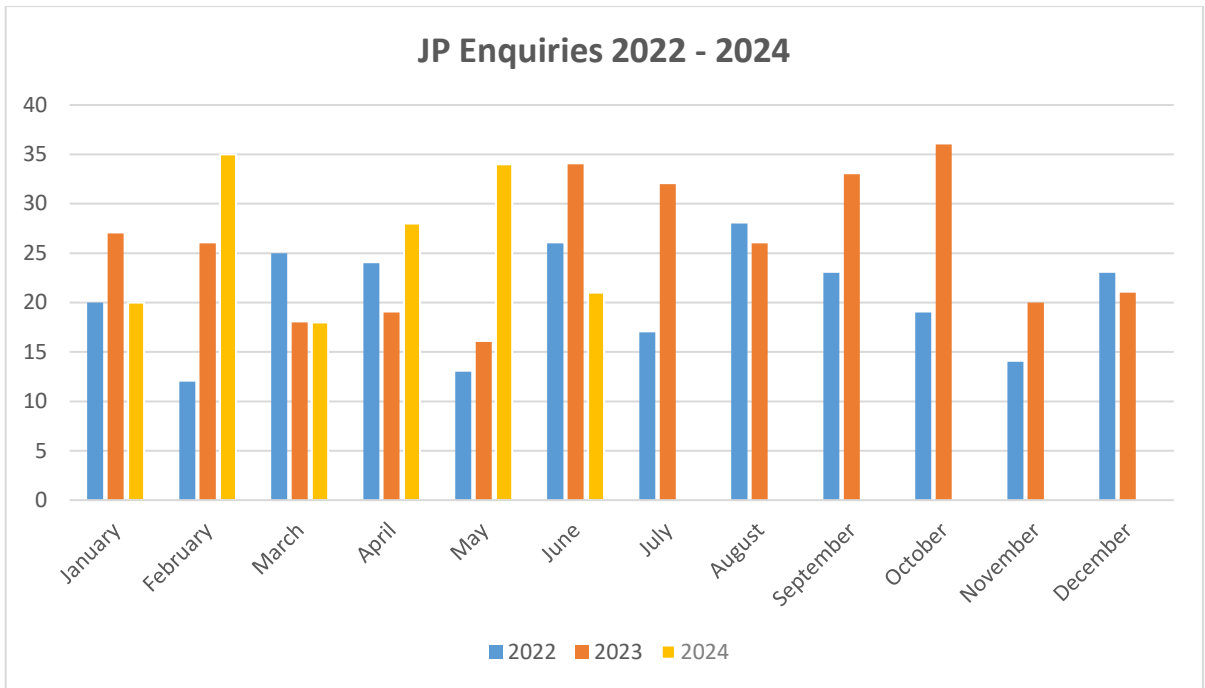


337 Certificates

Council processed 13 - 337 Certificates in June which relate to the sale of properties as detailed in the graph below.

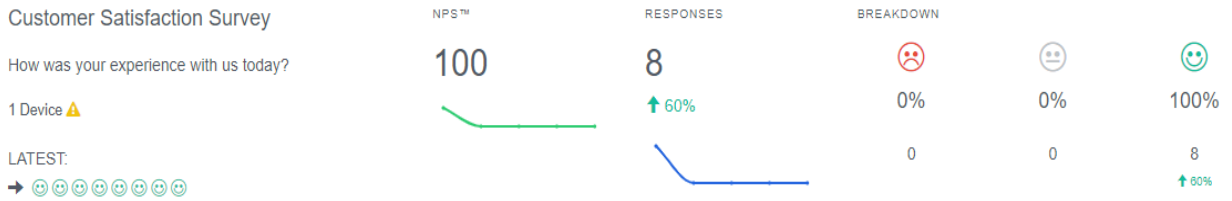


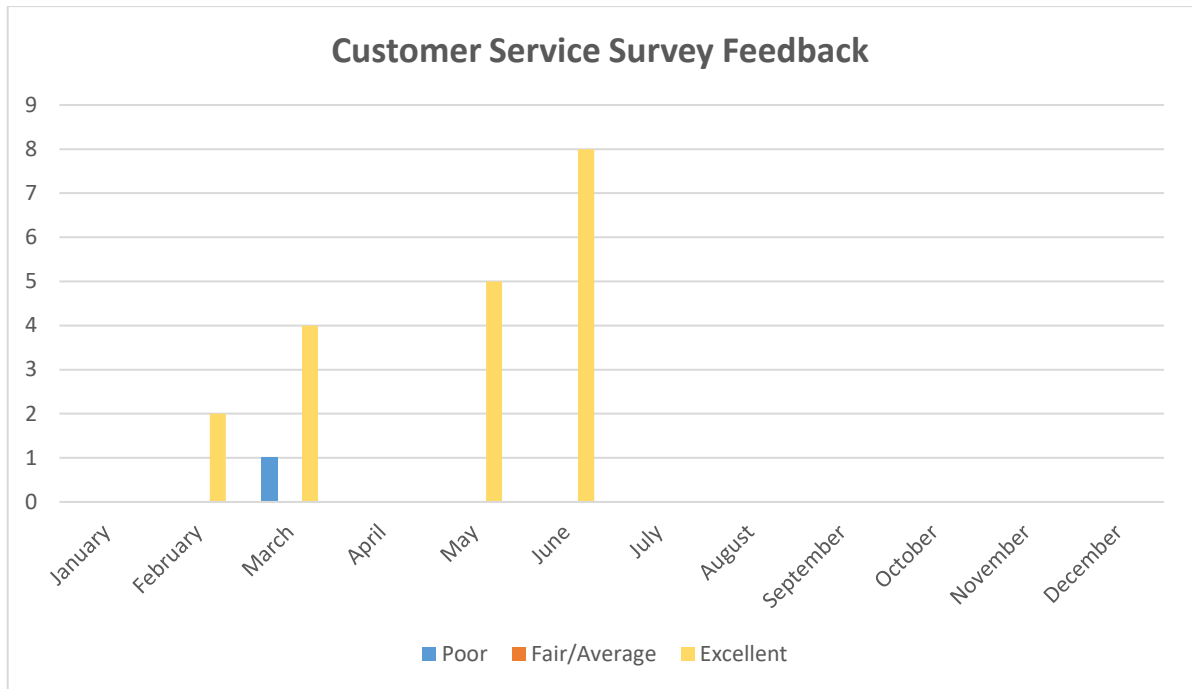
Justice of the Peace Enquiries



Customer Service Feedback

We received 8 customer service surveys for the month of June.





We received 2 written forms of appreciation for the month of May:

Building:

Hi Emma

I hope this message finds you well.

I am writing to acknowledge the receipt of the BA issued by COUNCIL. This is wonderful news, and I wanted to express my sincere gratitude for your assistance and support throughout this process.

If there are any additional requirements or documentation needed from our side, please do not hesitate to let us know.

Once again, thank you for your support and dedication.

Warm regards

Planning:

Dear Shayla,

I would like to express my gratitude to the Council for recognising my role as a co-executor of my late mother's estate at . I appreciate the opportunity to

review the documents and in that hopefully feel well-informed in helping guide my mother's estate to a resolution in the steps moving forward.

Thank you

Kind regards,

COMMUNICATIONS

General

- Sorell Times – Regular monthly advert and information on our Annual Plan and Budget.



- 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, Seventh Ave Stormwater works, Dunalley Community Hall Update, Annual Plan and Budget information and By-election results.
- Community News Newsletter – Finalised the July 2024 edition that was sent with Rates Notices.
- E-News – Sent out the July 2024 edition of Sorell Council E-News to subscribers (116 subscribers).
- Council By-Election – Continued sharing information on our social media platforms and website regarding the timing and process for the Council By-Election to replace the Mayor role.

NRM

- NRM Thursday posts on social media ongoing.
- NRM section ongoing in monthly Sorell Times advert re weed awareness and other NRM matters.
- Provided support re promotion of NRM activities including the Sorell Rivulet Restoration and Willow Removal Community Meeting.

Waste Education

- Waste Wednesday social media posts ongoing.

Advocacy

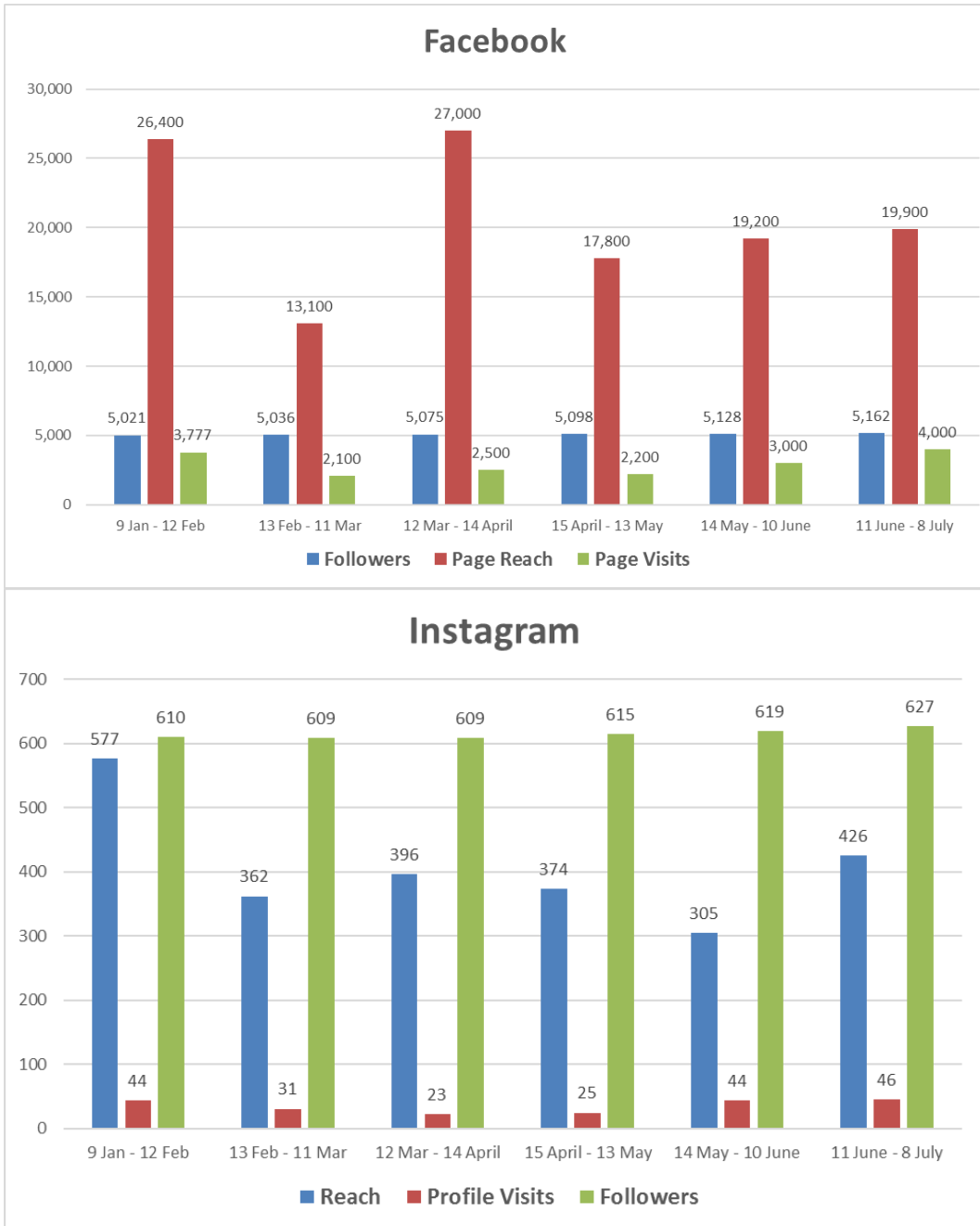
- Nil this month,

Area Promotion/Marketing

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



Social Media



COMMUNITY CONSULTATION/ENGAGEMENT

- Attended meeting of NRMEAG held 5 June.
- Attended Southern Beaches Landcare Coastcare (SBLC) meeting on 12 June.
- Met with TasWater representatives on 18 June to discuss decommissioning of treatment ponds at Dodges Ferry Recreation Reserve.



- Hosted pop-up stall on 19 June at Coles Sorell for Social and Active Transport Strategy engagement.
- Met with Kate Forbes, Regional Recovery Officer from Recovery Tasmania on 20 June to discuss Municipal Emergency Management exercises and available support.
- Commenced community consultation for Draft Reserve Management Plans with Community Information Session scheduled for 11 July.
- Facilitated and attended stakeholder meeting between SLCL and North Barker Ecosystem on 4 July re Draft Reserve Management Plans
- Released Draft Reserve Management Plans (June).
- Liaised with NRM Officer to promote Sorell Rivulet Workshop on 6 July.
- Liaised with Waste team on communications to introduce new monthly green waste bins.
- Sent invitations for Senior Advisory Group meeting to be held 16 July.
- Sent invitations for Service Providers Group meeting to be held 30 July.

Completed community consultation for the draft Active Transport and Social Strategies through a survey and promoted via Website, Social media pages, Sorell Times, posters around the community, E-News June edition, Pull up banners and X 2 Pop ups at Sorell Plaza.

MEDIA

- Sorell Times – responded to a request for information on Annual Plan and Budget 2024-2025.

ARTS AND CULTURE

- Nil

COMMUNITY COLLABORATIONS

- Dunalley Community Hall – Finalised lease agreement with Dunalley Community Hall Inc. Handover occurred for 1 July 2024 and communications finalised which included updates via social media, E-News, website and email to Councillors and attendees at community meeting/workshop in October 2023.
- BMX Track Open Day – Liaised with Southern City BMX and South East Tasmania Salvos re an open day at the BMX Track on Monday 8 July 2024 with a free community BBQ for school holidays.



COMMUNITY GRANTS PROGRAM

Community Grants
Nil

Individual Achievement
Nil

Quick Response
Nil

EVENTS

- Nil

CORPORATE ADMINISTRATION

Right to Information

- No Right to Information Requests were received.

Policies under review

Policy	Policy Type	Update
Enforcement Policy	Council	Review complete. Associated Enforcement Procedure developed. Discussed at July Council workshop. Requires Council approval.
Fraud and Corruption Prevention	Council	Review complete. Requires Council approval.
Property Access Policy	Council	Review complete. Requires Council approval.
Code of Tendering	Council	Officer review underway.
Investment Policy	Council	Officer review nearing completion.
Fees Refund and Remission	Council	Review complete. Requires Council approval.
Acknowledgement of Traditional Owners Policy	Council	Officer review underway.
Related Party Disclosures Policy	Management	Officer review nearing completion.
Credit Card Policy	Management	Review complete. Sent for delegate approval.
Asset Management Strategy	Council	Officer review underway.
Personal Information Protection Policy	Council	Officer review complete. Requires Council approval.



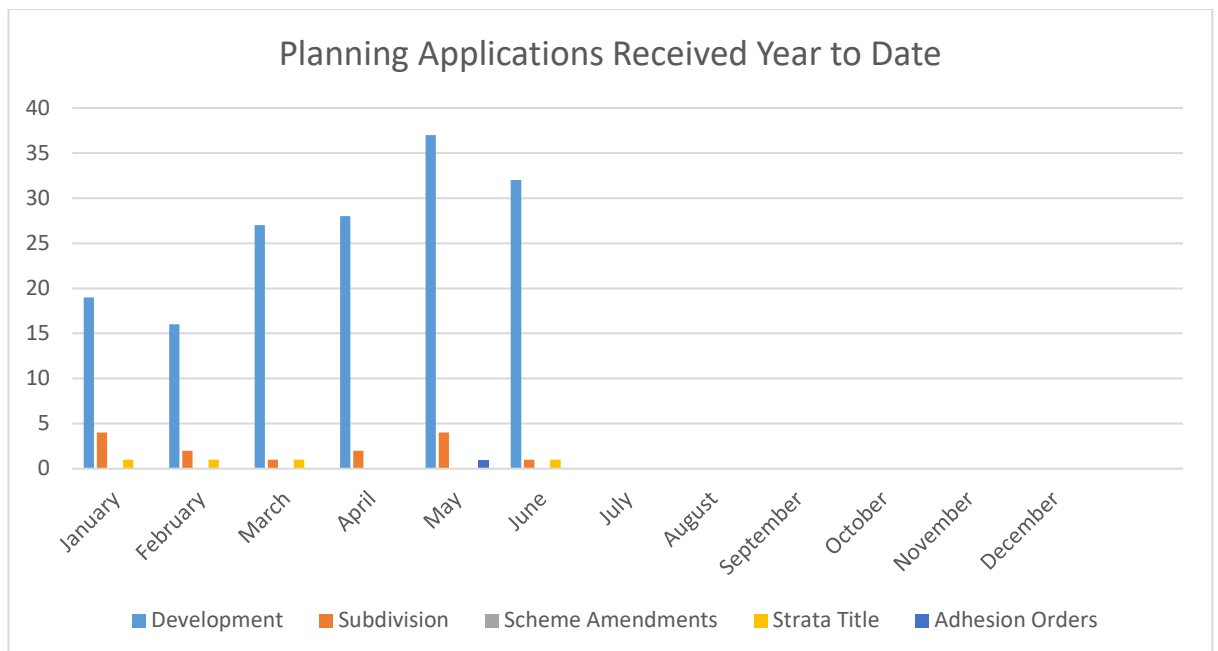
Leases & Licences

- Sorell Football Club Lease – With the club for review.
- Dodges Ferry Rec Centre – Variation to Lease negotiations re: Canteen.
- Dodges Ferry Ambulance Station – Renewal of Lease in progress waiting on Office of the Crown Solicitor.
- Pittwater Community Centre Inc. - Lease renewal Neighbourhood House sent for review.
- Carlton Park Surf Lifesaving Club – Lease renewal.
- Crown Lease renewal – Boomer Bay Road, Boomer Bay – Carpark and Toilet. Request to enact further term sent.

11.4 PLANNING – SHANE WELLS, MANAGER

Planning application received for year 2024

Analysis of planning applications received year to date including June 2024.



Fees Waived

During the month of June 2024, no requests to waive Planning fees were considered.

DELEGATED AUTHORITY

During the month of June 2024, a total of 28 Planning Approvals/Permits/Refusals/Exemptions have been issued including:



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

The following is a summary of approvals/permits issued for June 2024.

Description	Application Type	Property Address	Value Of Work
Two Outbuildings	Discretionary	4 Statesman Court, Sorell	\$18,910.00
Change of Use & Internal Alterations to Existing	No Permit Required	13A Tasman Highway, Midway Point	\$200,000.00
Additions to Dwelling (Retrospective)	No Permit Required	10 Pargonee Street, Dodges Ferry	\$7,000.00
Dwelling	Discretionary	31 Linden Road, Primrose Sands	\$757,700.00
Alterations & Rebuild of Existing building	Discretionary	640 Carlton River Road, Carlton River	\$75,000.00
Additions to Dwelling	Discretionary	2 Midden Road, Primrose Sands	\$90,000.00
Dwelling	Discretionary	7 Birkdale Place, Midway Point	\$353,000.00
Dwelling	Discretionary	7 Federation Drive, Sorell	\$500,000.00
Dwelling	Discretionary	9 Kruvale Court, Primrose Sands	\$487,810.00
Dwelling	Discretionary	31 Sunningdale Close, Midway Point	\$600,000.00



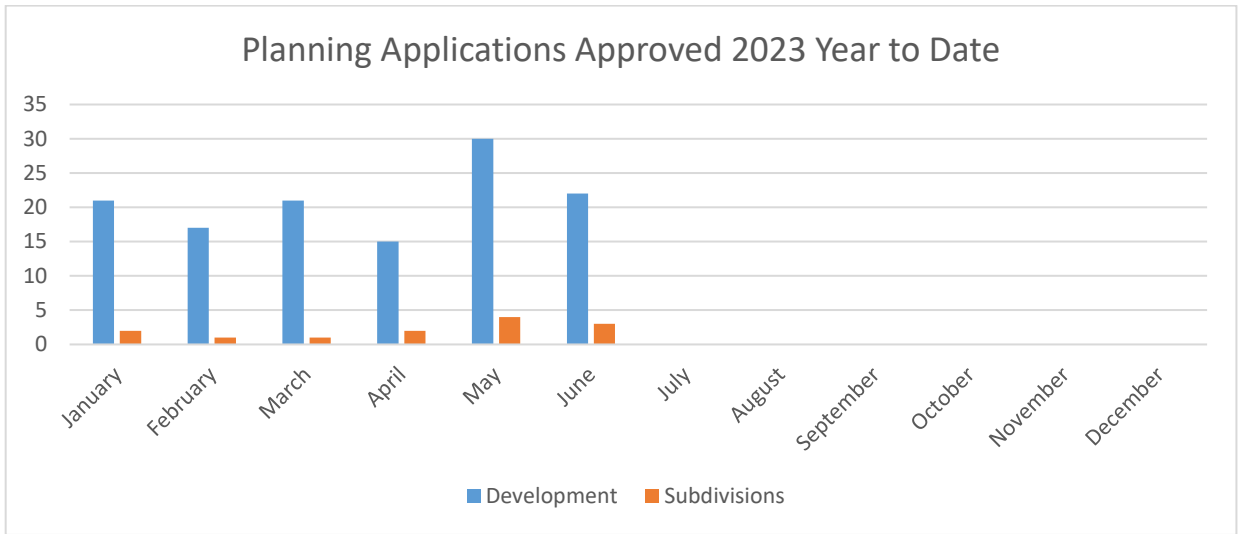
Dwelling	Discretionary	18 Oakmont Road, Midway Point	\$500,000.00
Secondary Residence	Discretionary	368 Primrose Sands Road, Primrose Sands	\$150,000.00
Dwelling	Discretionary	27 Federation Drive, Sorell	\$355,425.00
Additions to Dwelling	Discretionary	763 Primrose Sands Road, Primrose Sands	\$50,000.00
Minor Amendment Section 56 - Change to location of Dwelling	Minor Amendments	6 Pengana Street, Dodges Ferry	\$0.00
Change of Use - Existing Outbuilding to Dwelling & New Outbuilding	Discretionary	5 Ollie Drive, Sorell	\$100,000.00
Educational and Occasional Care (Childcare Centre)	Discretionary	18 Arthur Street, Sorell	\$1,000,000.00
Change of Use (Garage to Habitable Room) - Retrospective	No Permit Required	9 Horizon Drive, Sorell	\$12,000.00
Dwelling	Discretionary	148 Carlton River Road, Dodges Ferry	\$300,000.00
Petition to Amend Sealed Plan	Permitted	(Part Of) 123 Rosendale Road & 9 Valleyfield Road, Sorell	\$0.00
Alterations to Dwelling	No Permit Required	85 Susans Bay Road, Primrose Sands	\$50,000.00
Additions to Dwelling	Discretionary	10 Callum Close, Midway Point	\$150,000.00
Sixteen Lot Subdivision including works within the road reserve	Discretionary	(Part Of) 9 Valleyfield Road, Sorell, 123 Rosendale Road, Sorell & including Valleyfield Road Reserve	\$1,200,000.00
One Lot Subdivision & Boundary Adjustment	Discretionary	491 Arthur Highway, Forcett	\$0.00
One Lot Subdivision and Balance	Discretionary	24 Clifton Drive, Sorell including works to the Clifton Drive road reservation	\$10,000.00

The following is a summary of Refusals issued for June 2024. – Nil



Planning permits issued year for 2024

Planning Applications approved year to date including June 2024.



PLANNING COMPLIANCE

During the month of May 2024, we received 2 new complaints that required further investigation.

Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec
-	2	2	2	2	0						

Below statistics reflective of Notice of Intention/Enforcement Notice issued for June 2024:

Notice of Intention Issued:	0
Enforcement Notice Issued:	0

SORELL PLANNING AUTHORITY (SPA)

The Sorell Planning Authority (SPA) met on the 11th and 18th June 2024 and determined the following matters:

- Approval of a 16 lot subdivision at 9 Valleyfield Road, Sorell (7.2024.1.1)
- Approval of a one lot subdivision and boundary adjustment at 491 Arthur Highway, Sorell (5.2019.19.1)
- Approval of a change of use from outbuilding to dwelling and outbuilding at 5 Ollie Drive, Sorell (5.2024.95.1)
- Approval of a child care centre at 18 Arthur Street, Sorell (5.2024.3.1)



- Representations received on the draft waterway and coastal protection area planning scheme amendment (5.2024.1.1)

APPEALS

Item	Appeal Status
7.2022.10.1 - subdivision at 8 Cole Street, Sorell – appeal lodged by applicant regarding sewer and footbridge contributions	Mediation
5.2023.201.1 - multiple dwellings at 14 Olympic Av, Midway Point – appeal lodged by applicant against refusal	Mediation
5.2023.295.1 - dwelling at 579 Primrose Sands Road refusal	Mediation

STRATEGIC PLANNING

Item	Status (* indicates update since prior month)
Active Transport Strategy	Final consultation in June
New - State Planning Office (SPO) - Improving Residential Standards in Tasmania Project (General Residential Zone and Low Density Residential Zone).	Discussion Paper released 8 December 2023 and response provided
Outer Hobart Residential Supply and Demand Study.	Delayed but now completed for STRLUS review input
State Planning Office (SPO) – Tasmanian Planning Policies.	Tasmanian Planning Commission report released including recommended changes
State Planning Office (SPO) – Five Year Review of State Planning Provisions.	Various amendments more of a technical nature have commenced. Staff have provided input on rural workers accommodation, landslip hazard and coastal hazard codes
State Planning Office (SPO) – Regional planning framework and structure planning guidelines.	Consultation report released 22 May 2023, available at www.planningreform.tas.gov.au
Regional Land Use Strategy Update.	State of Play report drafted and will be considered for noting by Council during July



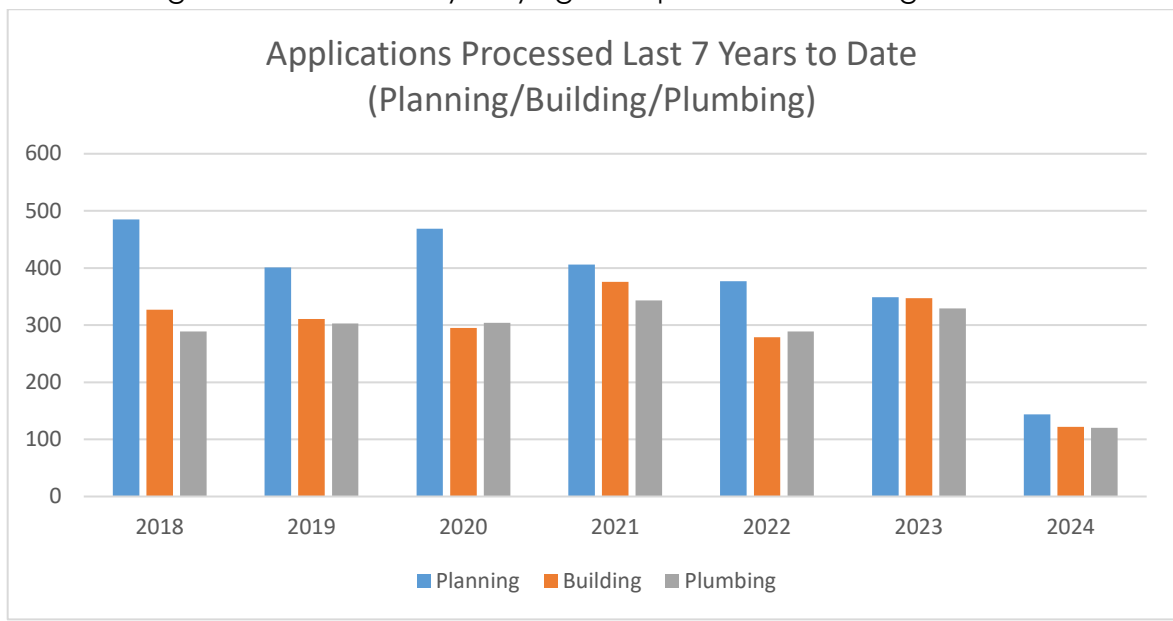
NATURAL RESOURCE MANAGEMENT

Following key activities were conducted:

- Paterson's curse weed action fund project at final stages.
- Various reserve Management plan documents at final stages.
- Participated in Local Government climate capability program.
- Cat desexing and microchipping plans in Midway Point underway.
- Sorell Rivulet landcare community workshop organized.
- Blue Lagoon hydrological and ecological study completed.
- Various site inspections for weeds around municipality and removal underway.
- Bridal creeper control program concluded.
- Various grassy invasive weeds control program underway.
- New weed in Penna identified, management plan development underway.
- Fifth NRMEAG meeting concluded.

DEVELOPMENT ASSESSMENT

The following table provides details of the overall Planning, Plumbing and Building Applications processed for the years 2018, 2019, 2020, 2021, 2022 & 2023 together with current yearly figures up to and including June 2024.



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 Design Drawing Review:

- 7.2023.7.1 - 50 Delmore Road, Forcett – One Lot Subdivision
- 7.2022.4.1 - 3 Gate Five Road, Carlton River – Two Lot Subdivision

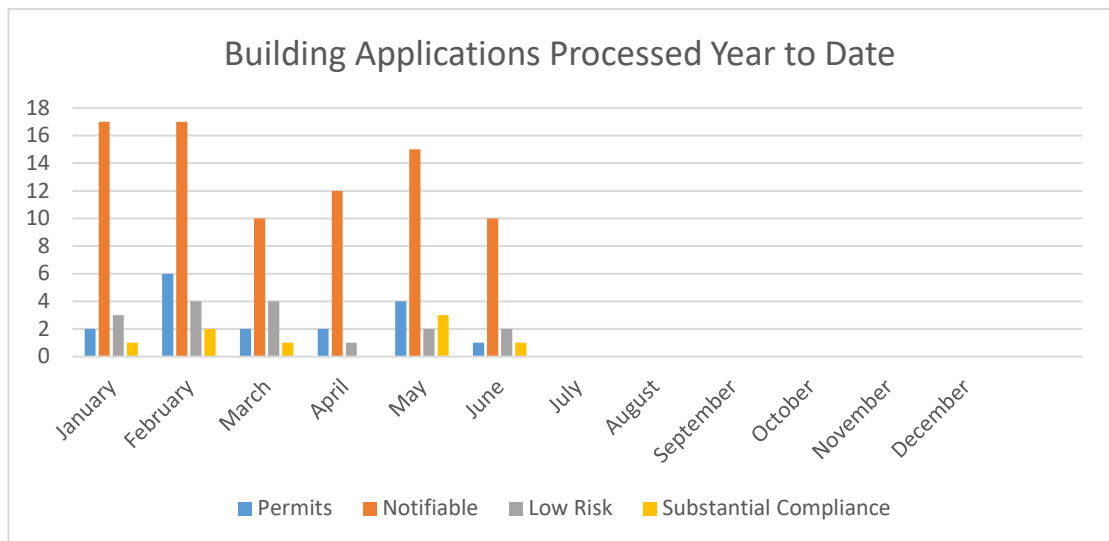
Developments under construction are as follows:

- 7.2022.32.1 - 116A Bally Park Road, Dodges Ferry - 8 Lot Subdivision
- 7.2020.22.1 - 17 to 25 Nugent Road, Sorell – 6 Lot Subdivision

11.5 HEALTH AND COMPLIANCE – GREG ROBERTSON, MANAGER

BUILDING

Analysis of applications approved year to date including June 2024. These include (Permit/Notifiable/Low Risk/Substantial Compliance).



Details of applications that were approved in June 2024 (details below). These include:

- 1 Permit
- 10 Notifiable
- 2 Low Risk
- 1 Substantial Compliance



Property Address	Propose Use Of Building	Value Of Work
14 Erica Road, Primrose Sands	Outbuilding	\$15,500.00
U2 1 Harback Court, Midway Point	Solar Panels	\$12,085.00
145 Carlton Beach Road, Dodges Ferry	Dwelling with Decks, Outbuildings, Carport and Retaining wall	\$400,000.00
46 Friendship Drive, Sorell	Dwelling	\$550,000.00
3 - 5 Hardner Court, Carlton	Solar panels	\$15,439.00
48 Friendship Drive, Sorell	Dwelling	\$550,000.00
24 Sunningdale Close, Midway Point	Dwelling	\$521,000.00
1C Garden Lane, Midway Point	Dwelling	\$260,000.00
10 Sunningdale Close, Midway Point	Dwelling	\$550,000.00
31 Linden Road, Primrose Sands	Dwelling and Carport	\$757,700.00
8 Susans Bay Road, Primrose Sands	Dwelling	\$30,000.00
394 Arthur Highway, Sorell	Dwelling and Tea House	\$1,200,000.00
640 Carlton River Road, Carlton River	Dwelling	\$120,000.00
26 Frogmouth Lane, Primrose Sands	Installation of Lift Appliance	\$9,581.00

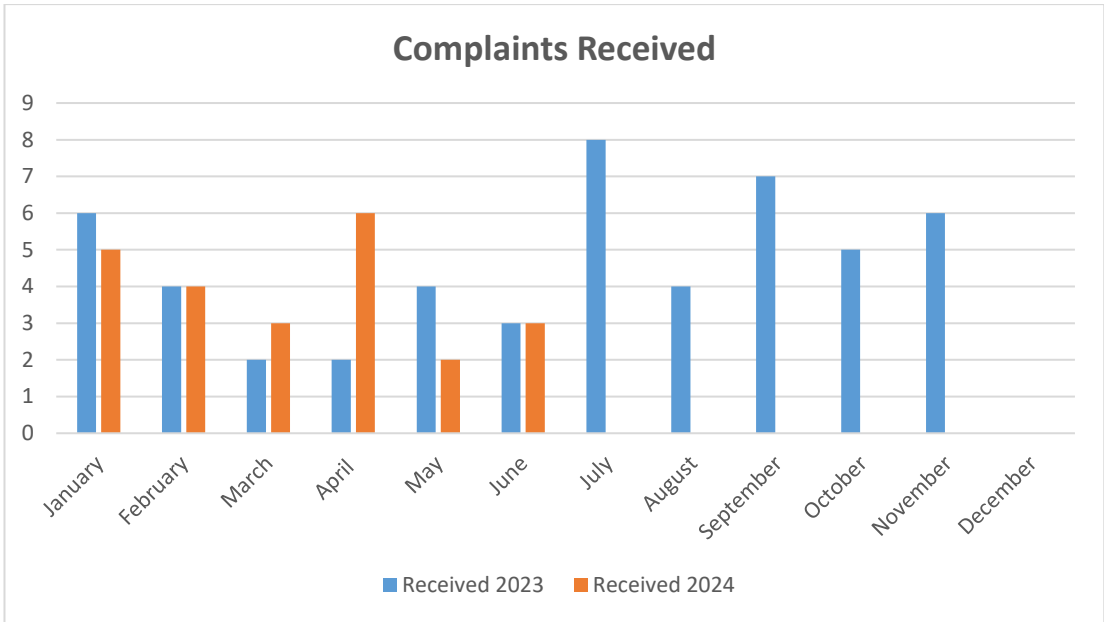
During the month of June 2024, no requests to waive building and plumbing fees were considered.

BUILDING COMPLIANCE

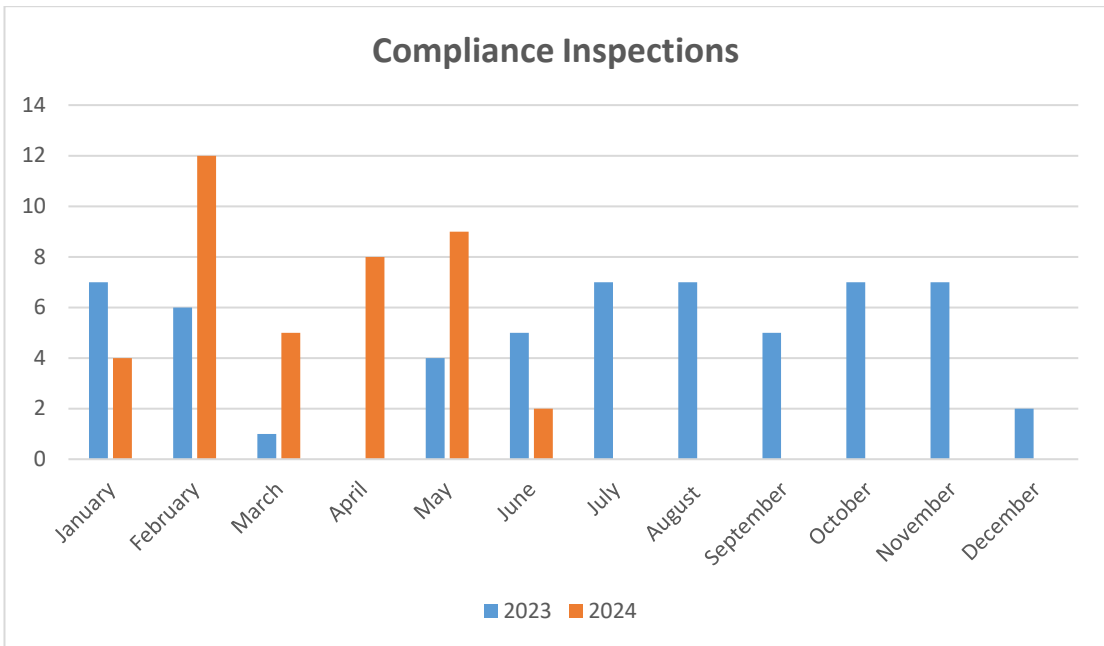
Council compliance officers are continuing to investigate and inspect any incoming complaints in relation to potential illegal construction of works on a weekly basis.

During the month of June 2024, we received 3 new complaints that required further investigation.





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



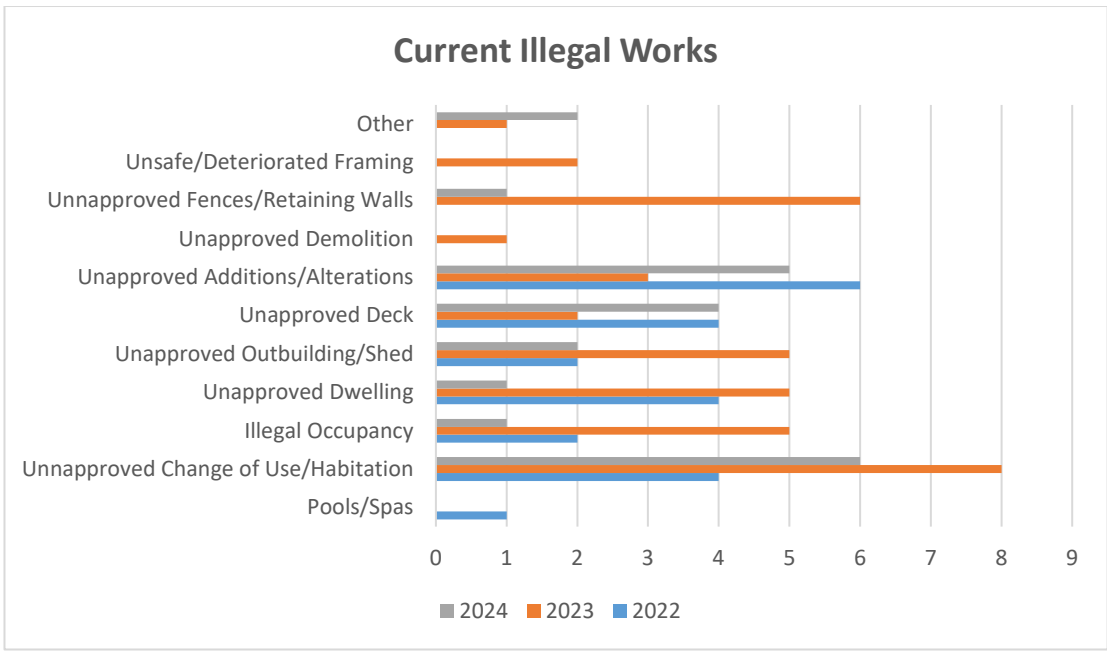
We often receive other incoming queries/complaints that do not require inspections that can be completed as they comply or are low risk work not requiring permits.

Below statistics reflective of Notices/Orders issued for June 2024:

Building Notices issued:	1
Building Order issued:	4
Building Order (Including Notices) revoked:	1



Infringement Notices issued:	0
Emergency Order issued:	0

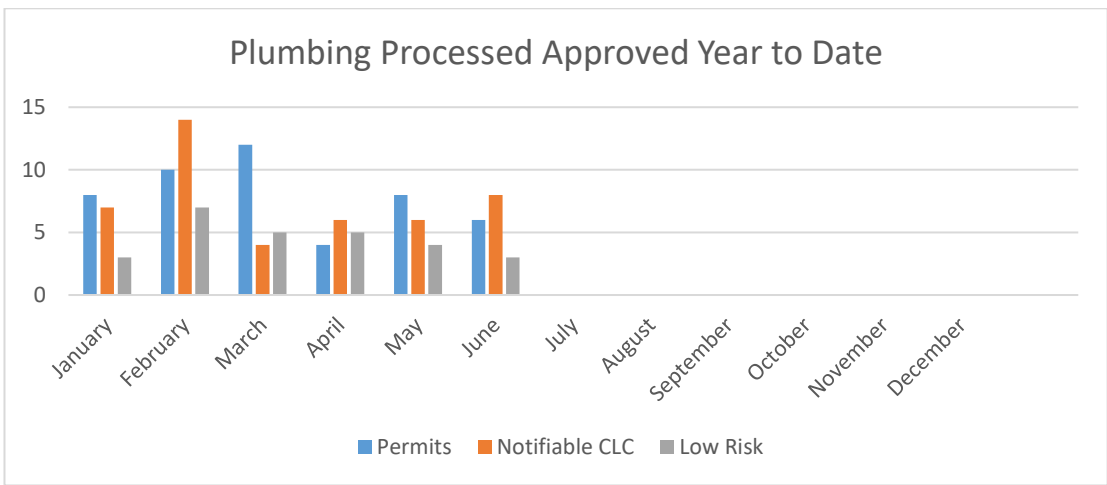


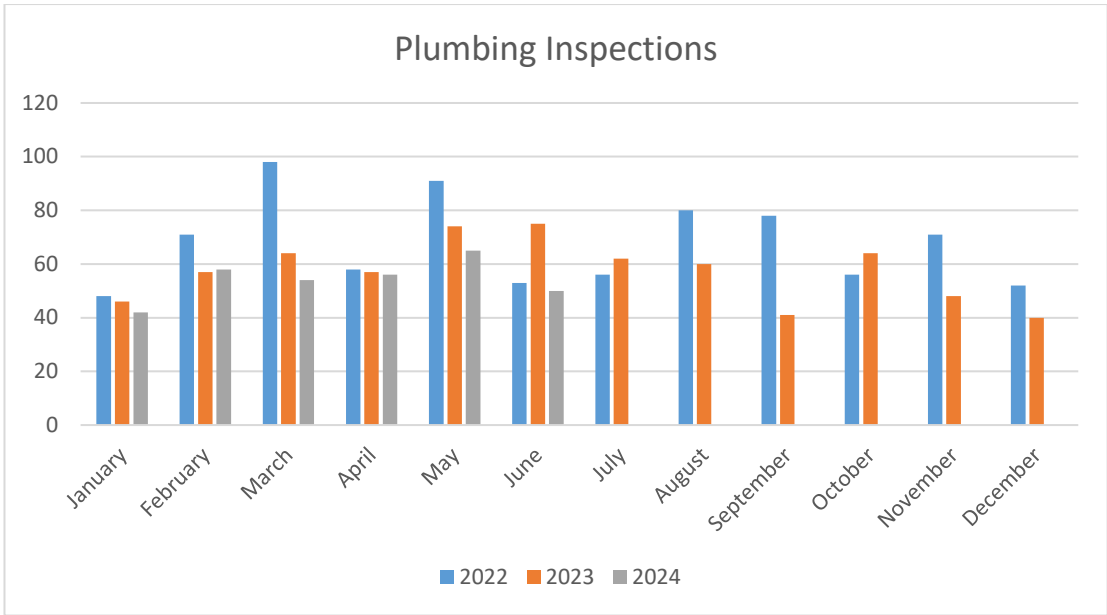
PLUMBING

Analysis of applications approved year to date including June 2024. These include (Permit/Notifiable/Low Risk).

Details of applications that were processed in June 2024 (details below). These include:

- 6 Permits
- 8 Notifiable
- 3 Low Risk





In June, 50 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 June 2024:

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

Plumbing Surveyor and Manager of Health & Compliance have been dealing with two ongoing complaints about plumbing work that has been completed and subsequently identified as being defective.

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 Licensee has engaged a plumbing business to install a new wastewater

treatment system, a plumbing application has been issued for the new wastewater treatment system. The new design involves an aerated wastewater treatment system and irrigation area, which will avoid the need to discharge into Jones Bay. The owner was contacted in late June 2024 for an update, they are finalising details with the plumbing business but haven't yet advised when works will commence.

Land Use Planning & Approval Act 1993

Development and subdivision application assessments completed including, new houses in the Southern Beaches, (where the Southern Beach On-site Wastewater and Stormwater Special Area Plan applies) including a three-lot subdivision in Sorell. Subdivision plans were assessed to ensure compliance with permit conditions.

Food Act 2003

All Food businesses have renewed their registrations certificates and inspections are ongoing to ensure registration of food business is consistent with the Food Standards Code. 12 Food business safety assessments were conducted during June 2024, including 2 follow-up inspection to determine if required works from a previous inspection had been completed. The Food Safety Supervisor requirements have been implemented and most food businesses now comply. Follow up inspections continue to improve food safety culture and education and ensure food business comply with Food safety Standards.

Food business registration renewal sent out in late May 24, are being assessed by EHO's and registrations certificate sent out. Follow-up of business that have not renewed their registrations has commenced.

Public Health Act 1997

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

Recreational water quality monitoring finished at the end of March. Data analysis has commenced for the annual recreational water quality report due to be submitted to the Director of Public Health in September 2024.

Two notifiable disease notification was received from the Director of Public Health. The person was contacted, and a questionnaire completed.

EHO continuing to administer staff influenza immunisations through Guild Pharmacies.



One Gastroenteritis Outbreak was reported however on investigation it was found not to be related to the establishment's food handling.

Environmental Management & Pollution Control Act 1994 (EMPCA)

Noise, smoke and odour issues/complaints were received including, loud music, smoke from wood heaters, builders working outside of permissible hours.

EHO has followed one business that has previously been issued with an Environment Notice and has now provided the required management plan that details how their operations will better manage wastewater and dust. Hopefully, this will reduce the likelihood of future water or dust pollution occurring.

Waste Management

1. Sent out an information brochure to all residents and owners of properties in the green waste kerbside wheelie bin collection area. The contractor delivered bins to properties over a 4-day period commencing on 18 June. This was well organised with only a couple of missed collections.

2. Council staff received numerous enquiries from residents about the greenwaste collections service. Typically, this related to wanting to opt out of the service or why they didn't receive a bin. In the case of the latter, this was because they weren't in the collection area. If properties are outside of the collection area and apply to be added, typically the request will be approved providing it is close to the current collection area and the ratepayer agrees to pay for the service.

3. Attended a meeting with Southern Waste Solutions who provided an update on the progress of the Organic Processing Facility project. Work is continuing but approval from the ACCC is required before tendering can commence.

4. Attended the TasWaste South meeting (formerly STWRA) to elect the new chief member representative and deputy, following the election of Mayors Vincent and Thomas to the Legislative Council. David Reeve from Kingborough Council was elected as Chief Member Rep. and Mayor Doyle from HVC as deputy.

Street Stall / Public place permits

Several enquiries were received about possible sites for food vans, one application was received from Dodges Ferry.

Shark Point Road Sewerage extension

The amended sewerage design has been submitted to TasWater and we expect the final design to be approved soon and for works to commence thereafter.



Dodges Ferry School sewage lagoons

TasWater's consultant is continuing to prepare designs for 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. Site and soil assessments were completed in several locations around the recreation park to locate suitable future wastewater land application areas for the new wastewater treatment plants.

By-Law

Commenced stakeholder consultation on the Draft Public Places By-Law 2025, this will be completed by the end of July and the draft will be finalised and then presented to Council to make a new by-law.

Staffing

Senior Compliance Officer commenced annual leave at the end of May and returns to work in July 2024.

COMPLIANCE

Dogs on beaches

Council officers have continued periodic patrols of beaches outside of the restricted times as part of Councils education program focussing on both making owners aware that dogs must be under 'effective control' and requiring dogs to be 'on-lead' in a road related area (car park).

Dog attacks

Council officers investigated 3 Dog attacks on people and other dogs and another complaint of dogs attacking sheep in the Kellevie area which is currently ongoing.

Dogs at Large / Fines and impounded

6 dogs were impounded and 5 dog related infringement notices were issued. Comprising the following offences, dog at large, creating a nuisance and failing to register.

Compliance Officers continued to interact and issue fines, when necessary, dog owners walking their dogs on footpaths off lead as the *Dog Control Act 2000* requires dogs to be kept on lead on all Roads.

The Act also requires dogs to be kept on lead on Road related areas within a built-up area, which include foot paths, Roads, nature strips and carparks within that area unless Council has declared an area where dogs can be off lead.

Compliance Officers have completed around 20 dog registrations checks at properties.

Planning Compliance

1 Complaint was received and investigated.



Parking

Compliance Officers dealt with an increased amount of parking complaints which were predominately minor traffic parking offences ranging from parking on footpaths, exceeding time restrictions outside local businesses, illegal parking of heavy vehicles and parking in a disability zone without displaying a permit.

Noise Complaints including Dog Barking and Poultry

Councils Compliance Officers dealt with 8 barking dog complaints and 8 rooster crowing complaints. 7 roosters were relinquished to Council.

Littering

Compliance staff have investigated several litter complaints which included dumped rubbish and tyres. There was insufficient evidence to form a case to prosecute on any of these offences.

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 – ongoing, currently looking at an alternative solution.
- Shamrock Court, Carlton – Stormwater Outfall remediation - Design to be reviewed by Anna Wilson. As this crosses over with CREMP project.
- Junction Street, Dodges Ferry – Footpath renewal - Design commenced (internal).
- Sorell Main Road in the vicinity of #'s 81 and 83 (incl. School Grounds) flood retention and replacement pipework. Progressing with property owners' approvals.
- Franklin Street, Dunalley, reconstruction and associated drainage works. Design Stage.
- Three Street, Dodges Ferry upgrade and associated drainage works. Design Stage.
- Pearl Court, Dodges Ferry upgrade/stabilisation. Design Stage.
- Jacobs Court, Dodges Ferry upgrade with associated drainage works.
- Delmore and White Hill Road Intersection upgrade. Geotech investigation quotation requested.
- Allambie Road reconstruction – design almost finalised
- Oak Street Reconstruction – design in progress.



Capital Works construction projects within the procurement process.

- Parnella Road, Dodges Ferry - Kerb and stormwater upgrade for road sheet flow control.
- Seventh Avenue Stormwater upgrade – Contract negotiations currently in progress with preferred Tenderer. Commencement likely late July.
- Parnella Road, preparing RFQ ready for second quarter.

Capital Works Under Active Construction:

- Tamarix Road, Primrose Sands – new gravel path – construction progressing, alignment changes to suit existing property boundaries. Will be completed in July 2024.
- 2023-24 Reseal Project, completed, arranging a walk through with Fulton Hogan.
- Wiggins Road Widening/Upgrade (SRRP) Progressing well at 85%. Due to be completed end of July 2024. Delays due to weather and ground conditions.
- Primrose Sands Road and Grevillea Street Reconstruction, Primrose Sands – works complete.
- Marion Bay Road, Bream Creek– Emergency Reconstruction – works complete.
- Erle Street, Carlton, drainage works. Proposed start date mid-July 2024.

Safer Rural Roads Program

- Kellevie Road project arranging detailed Engineering Survey for Planning and Design. Investigating options for stabilisation of embankment for this site.



CAPITAL WORKS - LAND IMPROVEMENTS AND BUILDINGS – Anthony Walters

Footpaths

- Red Ochre Beach Access – Consultation and applications to various government departments is underway.
- Miena Park gravel path – Works have commenced and should be completed by the end of July – weather pending.
- Shark Point Rd (Taswater Site) gravel path – Quote received and works to commence late July/ early August – weather pending.
- Sorell Streetscape
 - New bin surrounds have arrived and will be installed in accordance with advice received from the business owners.
 - Stage 5 works are nearing completion – Tas Networks are preparing some works on the power pole at the McDonalds corner, so works in Cole St will be delayed until their works are complete. Works will continue into Station Lane.
 - As per the grant deed, budget allocation for 2023/24 was spent by the June 30 deadline.

Vulnerable Road User Program

- Gate Five Rd – Letter sent from lawyers to the property owner with documentation for land transfer.

BUILDINGS

Train Shed

- The glass doors are being manufactured.
- Lighting designs are continuing to be developed.
- External concrete footpaths are complete.
- Handrail to the rear deck will be installed shortly.
- Landscaping designs are being considered, which will ultimately form part of the masterplan for the community space and tie in with the SE Training Facility.

Southeast Jobs Hub

- Tender period closed on Wednesday 26th June 2024 at 2pm, with seven tenderers submitting prices.
- Tenders have been reviewed by the architect and project manager and a recommendation put to Council.
- Additional components for this project that were not included in the tender are being developed eg. Connection of services to the site.

Sorell Memorial Hall

- Floorplan has been agreed between stakeholders with minor questions for the building surveyor.



- Floorplan will be reviewed with the building surveyor to ensure any compliance issues are resolved in the early stages.
- Design consultants will be engaged once a more detailed design is completed by the architect.

PARKS AND RESEERVES

Dodges Ferry Skate Park

- The scope of replacement of the existing coping and repairs to the existing surface are being scoped.

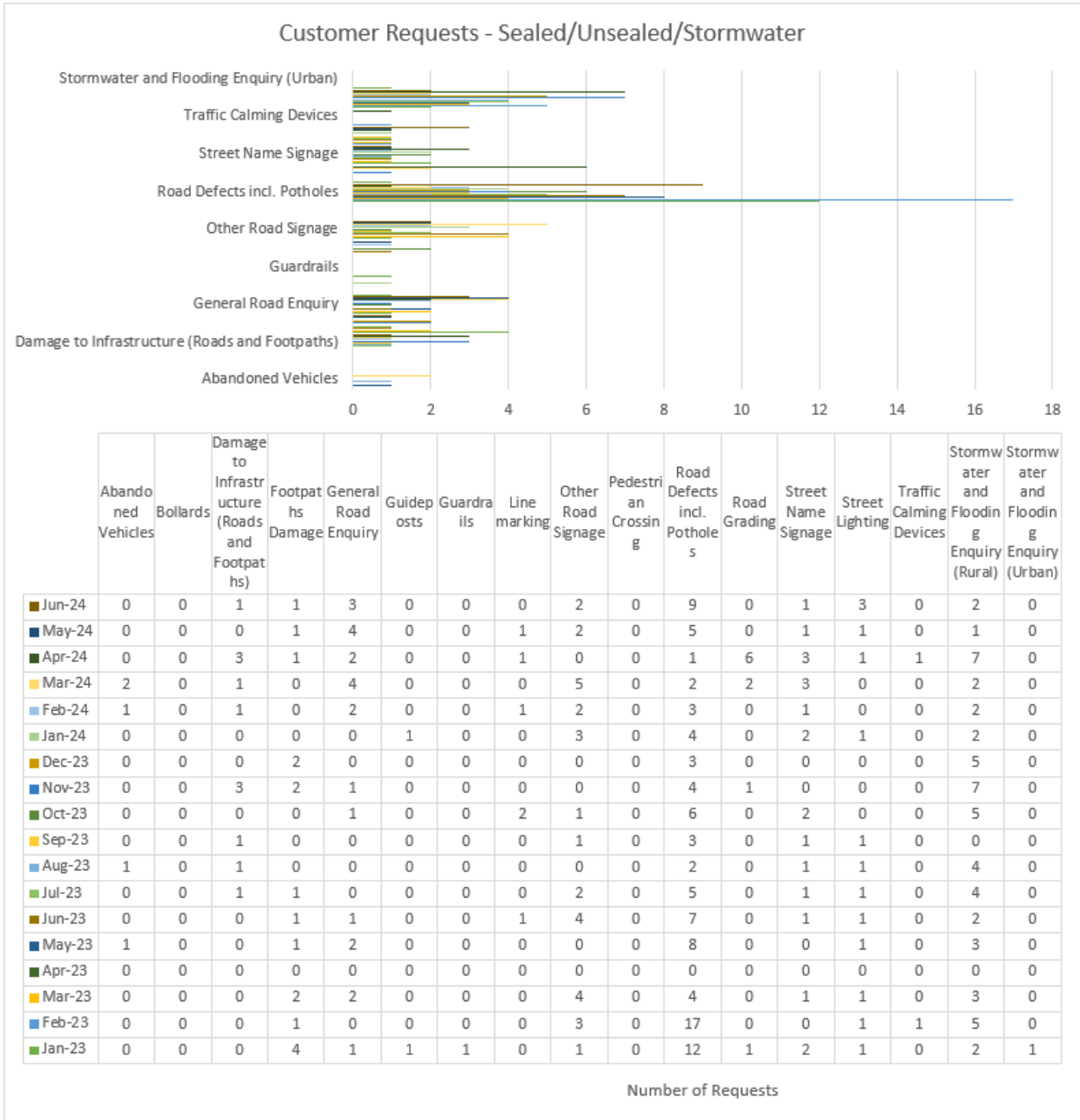
ASSETS, GIS & ICT UPDATES

- Road safety audit report completed
- DRAFT Land Improvement Asset Management Plan completed
- Q4 capitalisations
- Caravan licence / permit data collection via Konnect rolled out.
- Assetic job plans / work orders for preventative maintenance have been rolled out.

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



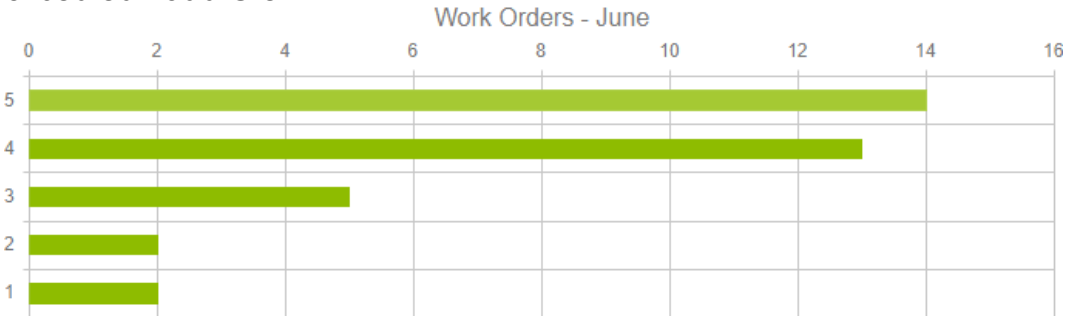
Maintenance and Repairs

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

Unsealed Road Crew



- Grading on Burdons Road, Franklins Road, Woods Road, Jacobsons Road, Hillcrest Road, Stokes Road, and Woolleys Road.
- Potholing on Goodford Lane, Pembroke Park Access Major, Gregory Street, Prebbles Road, Off Lewisham Road, Young Street, Kannah Street, and Gillingbrook Road.

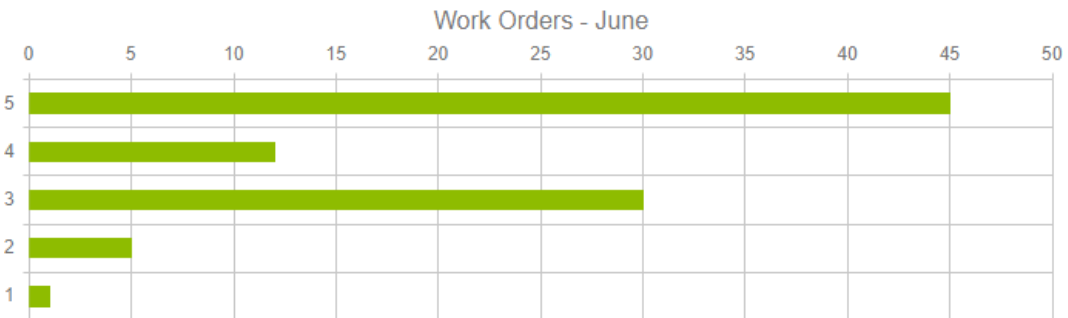
Road inspections carried out

- Major Unsealed

Roadside Furniture

- Signs/Guideposts at Nugent Road, Kellevie Road, Bream Creek Road, White Hill Road, Boomer Road, and Heatherbell Road.
- Vegetation Control on Poina Street, Mungara Street, Church Street, Ocean Grove, Leenaa Street, and Nugent Road.

Sealed Road Crew



- Potholes on Tiger Head Road, Franklin Street, Bay Street, Walsh Lane, Wolstenholme Drive, White Hill Road, Delmore Road, Carlton River Road, Forcett Street, Cross Street, Old Forcett Road, Nugent Road and Hurst Street.
- Crack Sealing on Kellevie Road.
- Asphalt Edge Breaks on Tiger Head Road, Parker Street and Provence Drive.



- Gravel Shoulders on Frederick Street, Provence Drive, Franklin Street, and Perry Court.
- Asphalt Drain on Gatehouse Drive.
- Clean Drain on Carlton River Road and Old Forcett Road.
- Oil Spill Cleanup on Brinktop Road.
- Linemarking on Fulham Road and Dodges Ferry Rec Ground.
- Reconstruct Turning Circle on Ocean Grove.
- Bridge Repair on Nugent Road and Old Forcett Road.

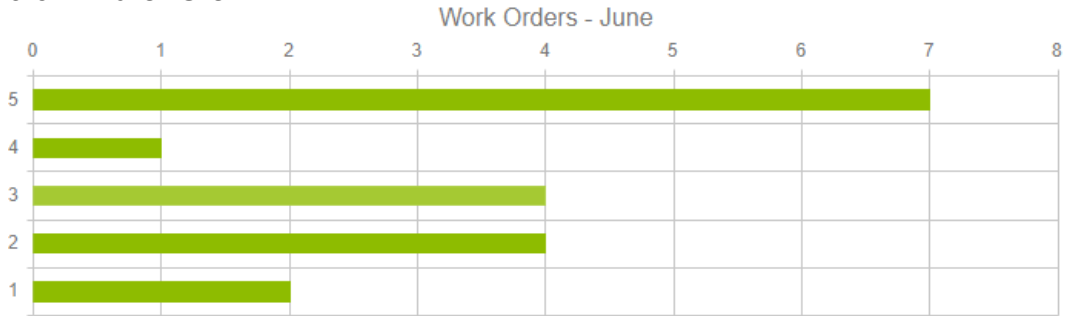
Road inspections carried out

- Major Sealed
- Midway Point
- Lewisham
- Carlton

Roadside Furniture

- Signs/Guideposts on Nugent Road, Delmore Road, Old Forcett Road, Penna Road, Sweetwater Road, Riaweena Road, Park Beach Road, Sandpiper Drive, Carlton River Esplanade, Lewisham Road, Chaffeys Drive, Hurst Street, Connellys Marsh Road, Walker Street, Bay Street, Shark Point Road, and Fulham Road.
- Mirrors on Penna Road.
- Guardrail on Nugent Road.
- Bollards on Tasman Highway and Carlton Beach Road.
- Graffiti Removal on Carlton Beach Road and Lewisham Scenic Drive.
- Car Park Maintenance at Midway Point Community Hall.
- Vegetation Control on Centenary Drive, Fourth Avenue, Parnella Road, Riaweena Road, Raprinner Street, Thagenna Road, Meethenar Street, Terry Street, Kestrel Street, Falcon Street, Carlton River Road, Brinktop Road, and Lewisham Scenic Drive.
- Traffic Counters on Nugent Road, Lewisham Scenic Drive, Pawleena Road, Old Forcett Road, Mongana Street, Signal Hill Road, and Tamarix Road.

Stormwater Crew



- Clean Drains at Pembroke Park, Montagu Street, Imlay Street, Tiger Head Road, Lloyd Street, Primrose Sands Road, and Josephs Road.
- Flush Culvert on Topley Drive.
- Vegetation Control on Falcon Street, and Brinktop Road.
- Empty Cage on Carlton Beach Road.
- Clean Outfall on First Avenue, First Avenue, Fourth Avenue, and Young Street.
- Camera Pipe on Cross Street.
- Routing Inspections Zone 3.
- Outfall Inspections Zone 2.

11.8 FACILITIES AND RECREATION – SONIA PULLEN, MANAGER

Meetings Attended:

- Leadership Team Meeting
- Capital Works Meeting
- Budget Meetings
- Various onsite meetings with contractors and staff
- Municipal Emergency Management Meeting
- Child Safe Organisation Working Group
- Jobs Hub Operational Project Team
- Met with Southern City BMX
- Met with Hobart Chargers

South East Stadium:

- Promotion of the stadium beyond South East region to increase utilisation.
- Communication to all facility users provided.
- Various meetings regarding Stadium & Community Facilities
- Ongoing liaison with local clubs and other future users of the stadium.
- Met with Custom Catering.

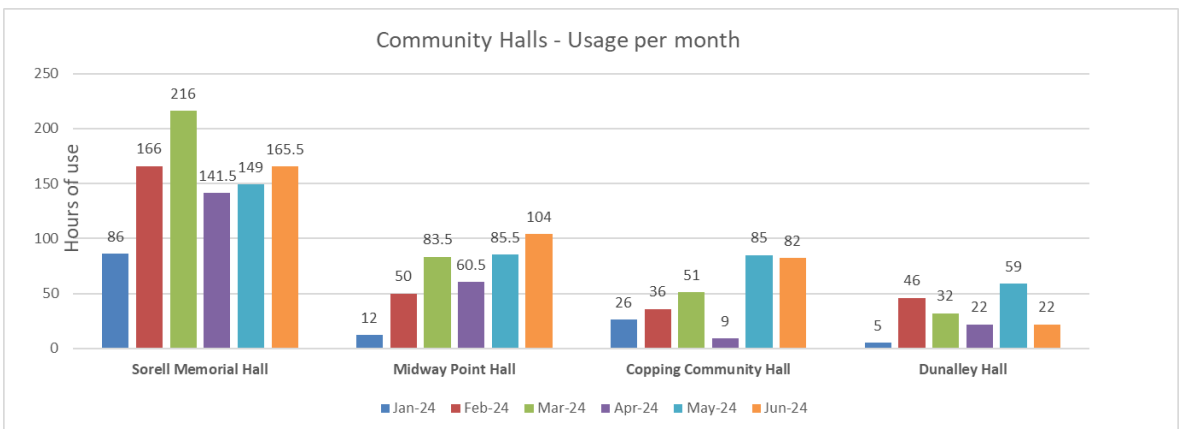
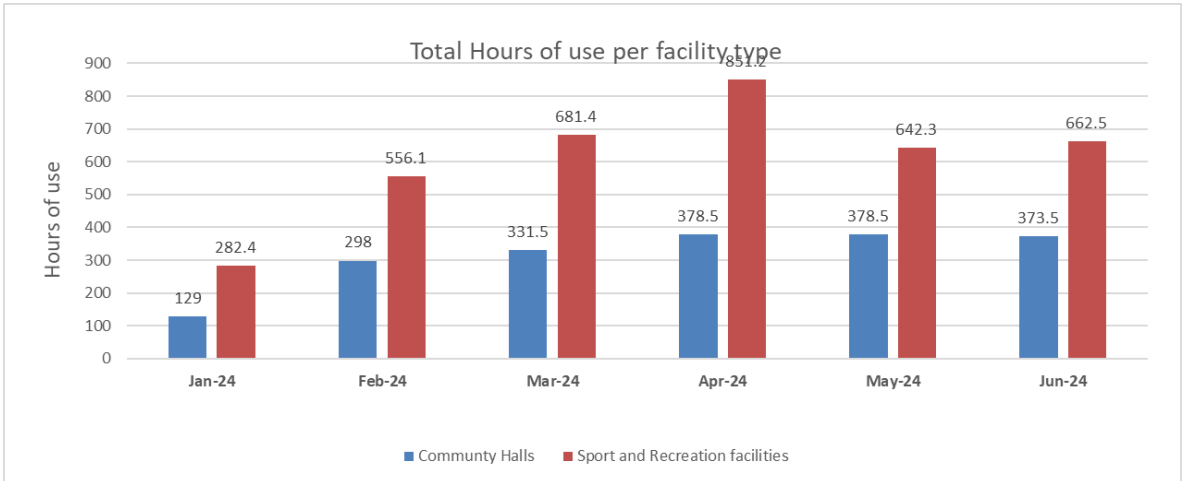
Activities:

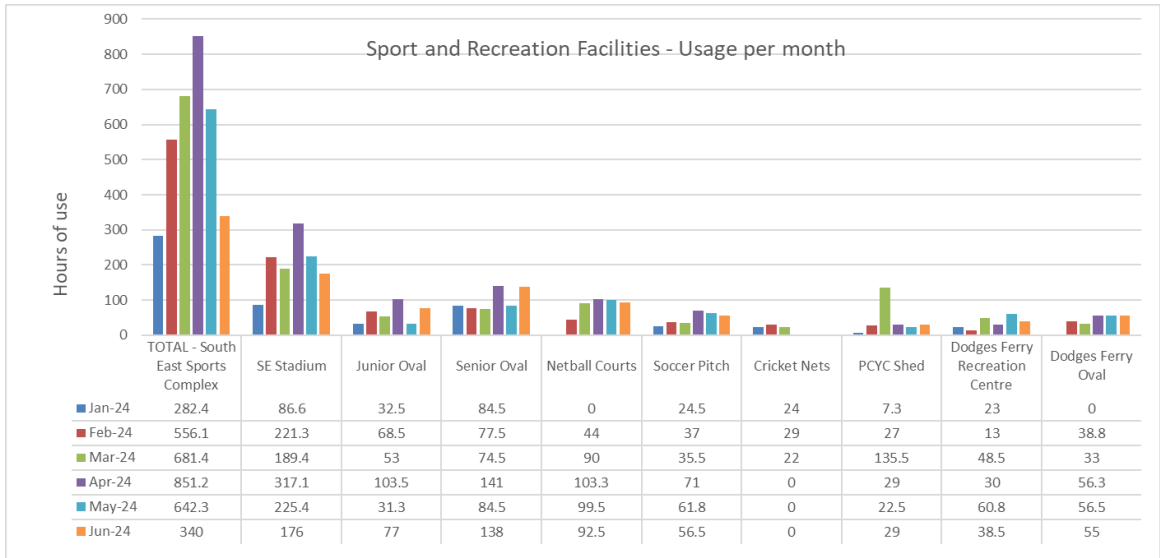
- South East Netball Association
- South East Basketball Association
- South East United Football Club



- South East Pickleball
- University Basketball League
- Hobart Chargers
- Basketball Tasmania
- Individual hire

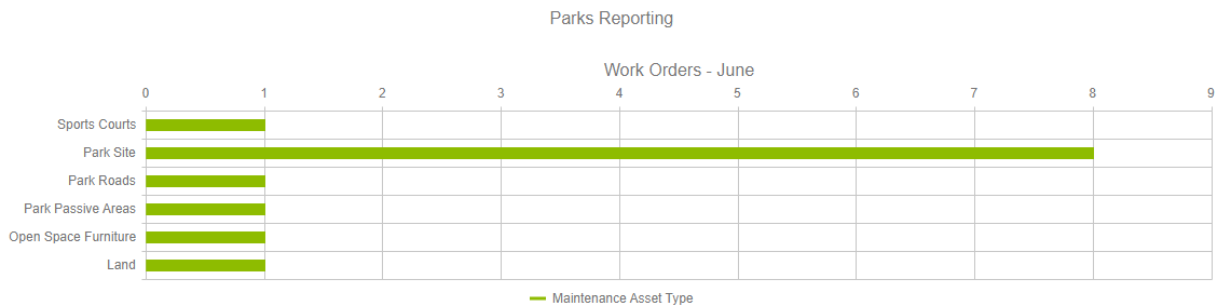
FACILITY USAGE





LAND IMPROVEMENTS

- Tree work – Various locations
- Ongoing mowing and maintenance for Parks, Reserves and Walkways.
- CRM's.
- Install bollards Bay Rd & San Fransico St entrances – Vancouver Park
- Completion of boards Pioneer Park
- Install bin Flyway Park Bay Road bus stop
- Install bin and dog bag dispenser Primrose Sands Hall
- Install dog bag dispenser Dunalley Canal
- Install bin and dog bag dispenser Devenish Drive walkway track

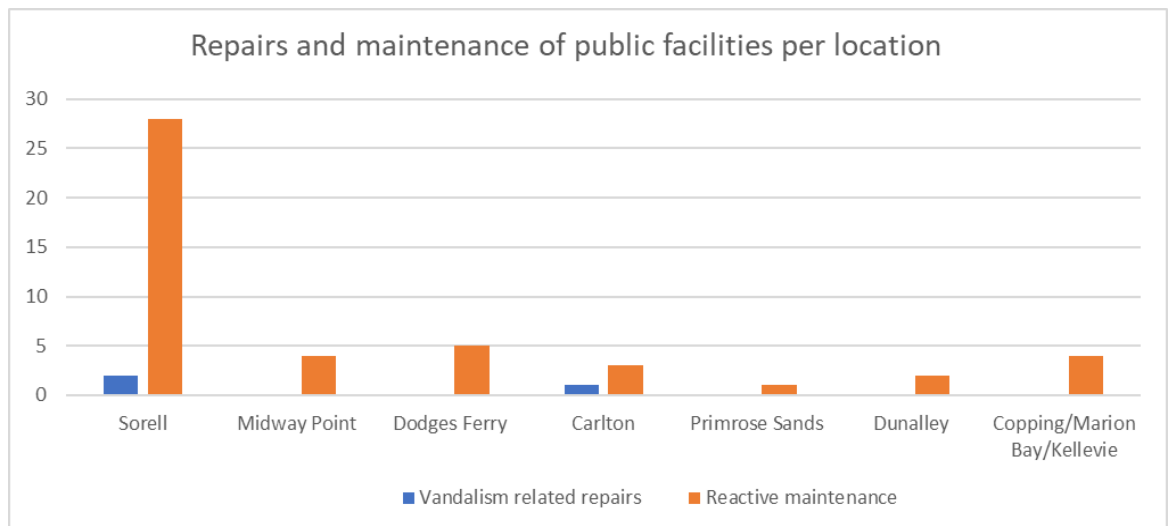


FACILITY MAINTENANCE

All Buildings - general maintenance requirements as per form 46.

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

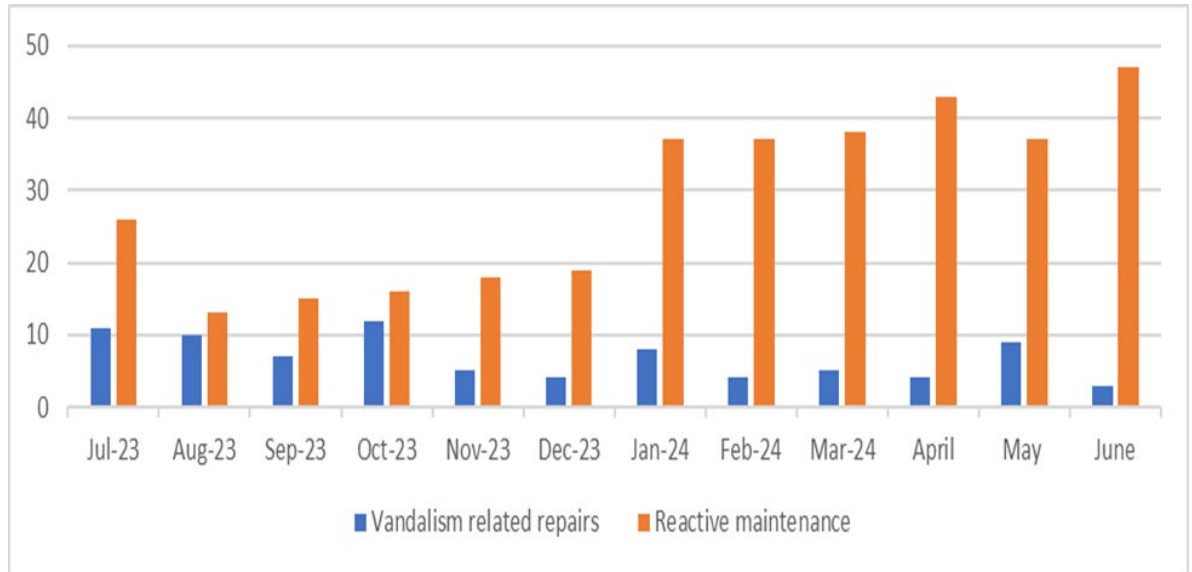
Vandalism and reactive events per location - June 24		
Location	Vandalism related repairs	Reactive maintenance
Sorell	2	28
Midway Point	0	4
Dodges Ferry	0	5
Carlton	1	3
Primrose Sands	0	1
Dunalley	0	2
Copping/Marion Bay/Kellevie	0	4



Overall vandalism and reactive events per month by month		
Month	Vandalism related repairs	Reactive maintenance
Jun-23	8	19
Jul-23	11	26
Aug-23	10	13
Sep-23	7	15
Oct-23	12	16
Nov-23	5	18
Dec-23	4	19
Jan-24	8	37
Feb-24	4	37
Mar-24	5	38
April-24	4	43



May-24	9	37
June-24	3	47



12.0 PETITIONS STILL BEING ACTIONED

Petition	Tabled at Council Meeting	Status
Replacement of Steps at Red Ochre Beach	17 May 2022	Approved as a 22/23 capital budget. Project Manager has experienced delays since July 2022 coordinating consensus agreement between stakeholders. Preliminary meeting occurred with local stakeholders March 2024. Further project progress dependent on stakeholder engagement and Council progressing matters through Government agencies.
Restricting Vehicular Access to Connelly's Marsh Beach	16 May 2023	Council position as per resolution provided to NRE. Response from NRE does not address the resolution matters. The General Manager was seeking a meeting with the Minister.

		General Manager has subsequently forwarded matters to Dep Sec and discussed issues on jurisdiction of Crown beach, private ownership of road reserve and alternate options to physically blocking access ie. signage. Dep Sec to consider and advise in due course.
Withdrawal of the Blue Lagoon Draft Management Plan	18 July 2023	Council laid on the table for further consultancy on review and investigate options for stormwater management at Blue Lagoon. Variation to the operating budget approved at August 2023 Council meeting to facilitate this - \$50k. Final consultant report received April. Council staff progressing matters with Red Handfish researchers in first instance prior to determining further actions.

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 11th June be noted and the minutes from 18th June 2024 be confirmed."



14.2 REGIONAL LAND USE STRATEGY – STATE OF PLAY REPORT

RECOMMENDATION

"That Council, acting as a Planning Authority, resolve to note the State of Play report and the commencement of stakeholder consultation on the comprehensive review and update to the Southern Tasmanian Regional Land Use Strategy (STRLUS)."

Background

Southern Tasmania Regional Land Use Strategy (STRLUS)

The STRLUS is a long-term plan to facilitate and manage change, growth, and development, whilst protecting our natural values, within Southern Tasmania to 2035.

Section 5A of the *Land Use Planning and Approvals Act 1993* provides for the making and the review of the Regional Land Use Strategies.

Since the preparation of the STRLUS, the Southern Tasmanian region has experienced population growth, and new economic and social conditions are driving change. There have also been changes to the Tasmanian planning framework including the introduction of the Tasmanian Planning Scheme (TPS). Tasmanian Planning Policies (TPPs) are currently under consideration. The STRLUS must be consistent with the TPPs.

In the context of this change, the 12 southern region Councils committed to conduct a comprehensive review and update of the STRLUS. The comprehensive review and update program is co-funded by the 12 Councils and the State government. The Councils have in effect been engaged by the State to project manage the review and delivery of the STRLUS.

Regional, State and National plans and policies

The following are relevant to the broader policy context of the State of Play:

- Australian Government, National Urban Policy Consultation Draft
- Tasmanian Government, Tasmania's Population Policy – Planning for Our Future
- Tasmanian Government, Tasmanian Housing Strategy
- The Southern Tasmanian Regional Land Use Strategy.
- Local planning provisions and interim planning schemes.
- 30-Year Greater Hobart Plan 2022 and 30-Year Greater Hobart Plan: Strategy for Growth and Change 2022.
- Draft Tasmanian Planning Policies.



STRLUS review actions to date

In February 2023, a steering committee was established. The steering committee is made up of the following:

- Chair Robert Higgins, General Manager, Sorell Council
- Cr Daniel Hulme, Clarence
- Mayor Rod MacDonald, Tasman
- Mayor Leigh Bray, Brighton (replaced Hobart Deputy Lord Mayor Helen Burnet)
- James Dryburgh, General Manager, Brighton Council
- Tony McMullen, General Manager Glenorchy City Council
- Neil Noye, Director City Futures, Hobart City Council

The role of the steering committee is to: ensure Project outcomes and deliverables are achieved; approve the release of Project deliverables and establish communication channels and maintain regular project updates with the elected members and executives of the Councils.

In August 2024, a Regional Planning Coordinator was appointed. The Regional Planning Coordinator is responsible for working with the southern councils and the State Planning Office to coordinate the comprehensive review and development of the updated STRLUS.

In December 2023, to support the delivery of the project, a working group was established. The working group comprises of the regional planning coordinator, one senior planning advisor from the State Planning Office, two state agency/authority representatives and 12 council planners. The role of the working group is to provide advice to the Regional Planning Coordinator on regional planning matters relevant to the review and provide advice on technical planning issues as relevant.

ETHOS Urban, a leading consultancy comprising of planners, economists, social strategists, and designers, has been engaged to support the delivery of the State of Play and updates to the STRLUS.

Capire Consulting Group, a specialist community engagement consultancy with expertise in regional planning, community development and social impact, and public policy has been engaged to support with communication and engagement.

Cooee Communities, palawa consultants, have reviewed the State of Play and are currently being engaged to support palawa engagement.

Discussion

The State of Play report is the first step in updating the STRLUS. It summarises available data and information on a range of issues to understand the key issues and influences in the Region and the causes of growth and change. It addresses what we know from experience, what is currently happening,



and (for some issues) projections of what may occur over the next 25-30 years.

Southern Tasmania is unique, complex, and diverse. The State of Play report documents the things that make parts of the Region unique, that the community values, and that are important to address for the benefit of people, the economy, and the climate and landscape that shapes the region.

The document is designed to be a community facing document enabling initial conversations around:

- How our region is changing and will continue to change.
- Changes we need to make to create a more equitable and resilient region for future generations.
- How planners determine where and how we accommodate growth.
- What great outcomes could look like and how the STRLUS can support this.
- Why it is important people are involved.

Data for the State of Play report has been gathered from several sources including, but not limited to:

- Residential demand and supply study
- Economic profile
- ABS data
- State data including LISTmap and plans such as Tasmania's Climate Change Action Plan 2023-25
- Local planning provisions
- Council input through the working group.

During background analysis key themes emerged which have informed the contents of the State of Play, namely:

- Country, climate, landscape, and environmental values
- Economic activity and infrastructure
- People, communities, and growth.

In drafting the State of Play some key principles for shaping the region have emerged. The principles seek to respond to the diversity of our region and are informed by the draft Tasmanian Planning Policies. Following input from stakeholders they may set key principles in developing the STRLUS.

- Planning for the Region is grounded in understanding of, respect for, and connections to culture, history, and Country.
- Land use and economic activity respect, respond sustainably to and protect the Region's unique natural environment.



- Communities across Southern Tasmania are safe and resilient to natural hazards and climate change.
- Communities in the Region are sustainable, connected, and diverse.
- Social services and infrastructure are planned and delivered to support a growing and changing community.
- Employment and economic clusters are accessible and transport networks support how, where, and why people and goods move within, to and from the Region.
- The Region's economy leverages its unique strengths and provides a stable base for employment growth and diversification.

Next steps

Following noting by Councils and the Tasmanian Government Minister for Housing and Planning, the State of Play report will be placed on a project website where it will be used to begin consultation with stakeholders around updates to the STRLUS. Feedback gathered through consultation will be used to inform the STRLUS review.

ETHOS Urban in consultation with the working group is currently reviewing the current STRLUS. It is anticipated that a draft revised STRLUS will be provided to Council for endorsement late 2024 – early 2025. Following which it will be placed on formal public exhibition. It is anticipated the final STRLUS will be provided to the Minister for consideration mid-2025.

Financial

There are no current or proposed funding implications associated with the State of Play or the STRLUS. Funding for the STRLUS review was allocated within the 23/24 budget.

There are no asset related implications associated with the project.

Communications strategy

The State Planning Office is preparing a communications plan for Regional Land Use Strategies. The STRLUS steering committee is preparing an engagement plan for the southern region.

It is anticipated that the State of Play will be placed on the project website mid-September. It will act as a catalyst for community engagement, a series of engagement activities are planned to seek input into the STRLUS.

Each Council within the region is requested to publicly exhibit the State of Play making copies available for viewing by the public at Council premises and made available for viewing and downloading via Council's website and or linking to the project website. Councils are requested to promote project engagement activities via their own engagement channels.



Conclusion

The State of Play report will commence engagement on a new Southern Tasmanian Regional Land Use Strategy and is provided to Council for information.

Shane Wells

MANAGER PLANNING

Attachment: State of Play Report (*attached separately to the agenda*)



15.0 GOVERNANCE

15.1 COUNCILLOR REPRESENTATIVES

RECOMMENDATION

“That Council resolves to appoint Councillor Representatives as nominated in the accompanying table and to nominate a Councillor Representative to the vacant Sorell Audit Panel.”

Introduction

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

Strategic plan

Consistent with the Strategic Plan.

Annual plan

Not applicable.

Policy

No specific policy.

Environmental implications

Not applicable.

Asset management implications

Not applicable.

Risk management implications

No obvious risk management implications.

Community implications

None foreseen.



Statutory implications

Report

Following the recent By-Election for Mayor and Councillor, the Councillor representatives on external committees and agencies have been reviewed and discussed at the July Councillor workshop. The updated list, including the previous representatives, is provided below. Some positions default to the Mayor.

No nomination was received for the vacant Audit Panel position at the July Councillor Workshop.



COUNCILLOR REPRESENTATIVES

Committee/Organisation	2022- JUNE 2024	2024-2026
	Councillor Representative and Role	
Cultural Precinct Reference Group	Mayor Vincent Councillor Torenus	Councillor Torenus Councillor Reed
Natural Resource Management - Environmental Advisory Group		Mayor Gatehouse Councillor Reed
Section 24 Copping Hall and Reserves Committee	Councillor Campbell Proxy: Councillor Reynolds	Councillor Campbell Proxy: Councillor Reynolds
Section 24 Pembroke Park Advisory Committee	Mayor Vincent – default Chair Councillor Reynolds Councillor Gatehouse	Mayor Gatehouse – default Chair Councillor Reynolds Councillor Larkins
Senior Advisory Group	Mayor Vincent Any other Councillor may attend	Mayor Gatehouse Any other Councillor may attend
Streetscape / St George's Square Committee	Streetscape committee only. Councillor Nichols Councillor Torenus D/Mayor Reynolds	N/A – committee no longer required.



Municipal Emergency Management Committee	Mayor Vincent (Chairperson) – default position under Municipal Emergency Management Plan.	Mayor Gatehouse (Chairperson) – default position under Municipal Emergency Management Plan.
South East Region Development Association (“SERDA”)	Mayor Vincent (Chairperson) – default position under constitution.	Mayor Gatehouse (Chairperson) – default position under constitution.
Copping Refuse Disposal Site Joint Authority (“CRDSJA”)	Mayor Vincent Proxy: Councillor Gatehouse	Mayor Gatehouse Proxy: D/Mayor Wooley
Local Government Association of Tasmania (“LGAT”)	Mayor Vincent D/Mayor Wooley (proxy) Default positions	Mayor Gatehouse Proxy: D/Mayor Wooley Default positions
TasWaste South (Formally Southern Tasmania Regional Waste Authority)	Mayor Vincent Proxy: Manager Health & Compliance – Greg Robertson	Mayor Gatehouse Proxy: Manager Health & Compliance - Greg Robertson
Sorell Planning Authority (“SPA”)	Mayor Vincent (Chairperson) D/Mayor Wooley Councillor Brown Councillor Campbell Councillor Gatehouse Councillor Miro Quesada Councillor Reed Councillor Reynolds Councillor Torenus	Mayor Gatehouse (Chairperson) D/Mayor Wooley Councillor Campbell Councillor Larkins Councillor Miro Quesada Councillor Nichols Councillor Reed Councillor Reynolds Councillor Torenus
TasWater	Mayor Vincent Proxy: Councillor Reed	Mayor Gatehouse Proxy: Councillor Reed
Southern Tasmanian Councils Authority (STCA)	Mayor Vincent General Manager Default positions	Mayor Gatehouse General Manager Default positions
Sorell Audit Panel	Councillor Reed Councillor Gatehouse	Councillor Reed Vacant



15.2 DISPOSAL OF PUBLIC LAND – AMELIA COURT, SORELL (CT140801/23)

RECOMMENDATION

“That Council resolve to dispose of public land described in Certificate of Title Volume 140801 Folio 23 Amelia Court, Sorell pursuant to Section 178 of the Local Government Act 1993.”

Introduction

Council at their ordinary meeting on 17 October 2023 resolved to commence the statutory notification process regarding their intention to dispose of public land at Amelia Court, Sorell. It is intended that the identified land parcel be sold via expressions of interest.

The proposed vacant land is a public open space lot of 1086sqm, zoned General Residential – refer Figure 1 & 2 below.

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



Figure 1 – Subject Site



Figure 2 – Subject Site

Background

The site was created as a public open space lot in 2004 as a stage of the surrounding subdivision.

The site was identified as part of the Council surplus land project initiated in 2015.

It formed part of the initial report to Council in March 2017 that sought a resolution to enable the statutory and associated processes to be commenced for a number of Public Land and Council land parcels.

The purpose of the surplus land project as described in the 2017 agenda report was principally *'to sell surplus Council owned land to provide a positive financial benefit to the Council. Funds could be allocated to maintenance and enhancement of existing public space, set aside for strategic purchase of future open space, for other strategic land purchased to facilitate development or to supplement the capital works program. In any event, funds will be separately identified and quarantined in the finance system to ensure they are not consumed within consolidated revenue. Reducing the size of the Council land portfolio would also proportionally have a benefit to the organisation risk profile.'*

Council separately resolved in March 2019 to remove the public open space notation from the title. This has not been progressed but the decision and authority remains valid and would be initiated prior to commencing any EOI disposal process.

There were other Public Land and Council land parcels as part of the surplus land project that have been disposed of between 2018 and 2020. The balance of that special account reserve is currently at \$1.1m and is included in the monthly finance report. In accordance with earlier Council resolutions regarding this project, those funds have been quarantined and to date, have not been allocated to any project.

- 23 Ridge Road (2018) \$118k
- 11 Punna Street (2018) \$85k
- 5 Jacob Court (2018) \$75k
- Lot 1 Pawleena Road (2019) \$131k
- Lot 1 Tasman Hwy (2019) \$15k
- Lot 1 400 Carlton River Road (2019) \$200k
- Lot 2 402 Carlton River Road (2019) \$242k
- Pawleena Dam (2020) \$180k

Following the Council resolution in October 2023 the statutory notification process was carried out in April 2024 and resulted in no public submissions.

Strategic plan

The matter is neither inconsistent nor specifically contemplated by the Strategic Plan – the broader project was commenced in 2015 and remains a live consideration for Council.

The following Objectives, Outcomes and Directions of the Strategic Plan are consistent with the matter and the intended purpose / benefit that would result should the site be disposed.

Objective 2 – Responsible Stewardship and a Sustainable Organisation

Outcomes – Long term financial sustainability.

Directions –

1. Ensure decisions are financially responsible and sustainable.
3. Strategically manage our assets, facilities, services and structure, with a focus on continuous improvement.
7. Commitment to transparent and accountable governance and well informed decision making.



Objective 3 – To Ensure a Liveable and Inclusive Community

Outcomes –

- Sustained community health and wellbeing.
- Increased connectivity within and between townships.
- Increased recreational opportunities and participation levels.

Directions –

4. Create an integrated network of shared pathways, within and between townships, and to recreational facilities and services.
6. Secure funding to develop Pembroke Park as a regional recreational facility.

Objective 4 – Increased Community Confidence in Council

Outcomes – A well informed community that is engaged with Council.

Directions –

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

Annual plan

The matter is contemplated by the Annual Plan as part of Objective 2 with Initiative 2.1 providing for –

- Critically review and adopt revenue generation options required to meet the thresholds and objectives in the Financial Management Strategy.
- Review the forecast new / upgrade capital projects ensuring they are financially sustainable and meet Council's Strategic Planning objectives.

Policy

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

With regard to the future purpose of any land disposal proceeds, Council has previously contemplated the development of a playground facility at Pembroke Park. Such a facility to potentially be sited between the netball courts and subdivision containing Amelia Court and connected by an extension to the Attunga Drive footpath.

This intention has been incorporated into the LTFP modelling through the nomination as a new capital project occurring FY 26/27 and funded through land sale proceeds. The nomination has been considered against the Public



Open Space Policy and Open Space Strategy and a subsequent audit of the Strategy and associated Implementation Plan by the Manager Planning.

Environmental implications

No environmental implications

Asset management implications

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

Council's Financial Management Strategy (and underpinning Long Term Financial Plan) nominates a range of new / upgrade capital projects across all asset classes (Transport, Stormwater, Land Improvements and Buildings).

Some projects have been included in the financial modelling (inclusive of construction and life cycle costs) whilst others are dependent on grant or other types of funding including sale of surplus Council land. This particularly applies to those projects in the Land Improvements and Buildings asset classes ie. passive and active recreational facilities and associated public toilets.

Risk management implications

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

An associated and potential risk is with regard to the Council having taken land as public open space at the time of subdivision, not developing it then seeking to dispose of it and how this may be perceived by the subdivider. Additionally, that the value of the land can reasonably be assumed to have increased since the original subdivision.

This scenario has been put to Council's legal advisor who has confirmed that Council is not in breach of any statute and further, that the intent is consistent in that proceeds are quarantined such that they can only be allocated to the localised provision of associated recreational facilities.

Community implications

The land is considered to be Public Land as per Section 177A of the Act.

The Act requires the General Manager to notify the public of Council's intention to sell Public Land. In particular to:



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

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

177. Sale and disposal of land

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

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

(3) A council may sell –

- (a)** any land by auction or tender; or
- (b)** any specific land by any other method it approves.

(4) A council may exchange land for other land –

- (a)** if the valuations of each land are comparable in value; or
- (b)** in any other case, as it considers appropriate.

(5) A contract pursuant to this section for the sale, lease, donation, exchange or other disposal of land which is public land is of no effect.

(6) A decision by a council under this section must be made by absolute majority.

177A. Public land

(1) The following land owned by a council is public land:

- (a)** a public pier or public jetty;
- (b)** any land that provides health, recreation, amusement or sporting facilities for public use;
- (c)** any public park or garden;
- (d)** any land acquired under section 176 for the purpose of establishing or extending public land;
- (e)** any land shown on a subdivision plan as public open space that is acquired by a council under the Local Government (Building and Miscellaneous Provisions) Act 1993 ;
- (f)** any other land that the council determines is public land;
- (g)** any other prescribed land or class of land.

(2) The general manager is to –

- (a)** keep lists or maps of all public land within the municipal area; and



(b) make the lists and maps available for public inspection at any time during normal business hours

178. Sale, exchange and disposal of public land

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

(2) Public land that is leased for any period by a council remains public land during that period.

(3) A resolution of the council to sell, lease, donate, exchange or otherwise dispose of public land is to be passed by an absolute majority.

(4) If a council intends to sell, lease, donate, exchange or otherwise dispose of public land, the general manager is to–

(a) publish that intention on at least 2 separate occasions in a daily newspaper circulating in the municipal area; and

(ab) display a copy of the notice on any boundary of the public land that abuts a highway; and

(b) notify the public that objection to the proposed sale, lease, donation, exchange or disposal may be made to the general manager within 21 days of the date of the first publication.

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

(6) The council must –

(a) consider any objection lodged; and

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

(i) that decision; and

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

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

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

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

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

(8)

Section 178A of the Act specifies a 14 day appeal period for objectors (through the Resource Management and Planning Appeals Tribunal) after Council has made a decision pursuant to S.178(6).

An appeal may only be made on the grounds that the decision of Council is not in the public interest in that the community may suffer undue hardship



due to the loss of access to, and the use of, the public land. Or, that there is no similar facility available to the users of that facility.

No submissions were received.

Statutory implications

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

Report

The parcel of land is zoned General Residential under the Tasmanian Planning Scheme - Sorell.

Adjoining property owners were notified of the potential sale of land in March 2024 (prior to the statutory notification process) and to ensure they were advised of the legislative basis for the process and the intended purpose of the project should it proceed.

No enquiries or concerns were received.

Should Council resolve in accordance with the recommendation, staff will then engage an appropriate representative to conduct the public EOI sale. Prior to the EOI commencing Council is required to establish a current valuation from the Valuer General or a registered valuer.

Staff have separately sought market valuations from two real estate firms.

Results of the EOI will be put to Council for consideration and a decision.

Conclusion

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

Robert Higgins
GENERAL MANAGER
11 June 2024

16.0 INFRASTRUCTURE AND ASSETS

Nil reports

17.0 COMMUNITY RELATIONS



17.1 CUSTOMER SERVICE STRATEGY

RECOMMENDATION

"That Council resolve to endorse the revised Customer Service Strategy 2024."

Introduction

A review of the Customer Service Strategy (the Strategy) adopted by Council in 2020 was identified as a priority following the election of the new Council in 2022. A comprehensive review has been undertaken to ensure that the Strategy adequately aligns with Council's Strategic Plan 2019 – 2029 and that it reflects the way in which we operate.

Strategic Plan

Our Strategic Plan 2019 – 2029 describes how we will progress towards the longer term needs of our community and influences our operations, including the way we deliver our services, how we engage with our community and how we govern the organisation.

Specifically Objective 4 – Increased Community Confidence in Council are relevant to the Customer Service Strategy:

- Provision of organisational wide customer service that generates customer satisfaction.
- Consistently meet the standards set in our Customer Service Strategy, Customer Service Charter and statutory timeframes.

Annual Plan

4.2 - Review & Implement the Customer Service Strategy.

Operational Plan

The implementation of the Customer Service Strategy is included as a priority project for the Community Relations workgroup (Customer and Business Support Team) in the Operational Plan 2024-2025.

Policy

The legislation forming the powers and functions of Councils is The Local Government Act 1993 (the Act). The Act specifies that Council's must develop a Strategic Plan and a Customer Service Charter.

- *Local Government Act 1993 – Section 339F*
- *Local Government (General) Regulations 2005 – Section 30*



Asset Management Implications

NIL

Risk Management Implications

None foreseen

Community Implications

The Strategy lets our customers know how we will work to deliver and improve the experience of services provided to our residents, businesses and community. It outlines the key principals, goals and strategies for improved customer service standards at Council.

It works hand in hand with the Customer Service Charter to let our community know our commitment to providing exceptional customer service and what they can expect in their interactions with us.

Report

The Strategy has been updated to align with the statements made in our revised Customer Service Charter and will support the improvement of our customer service outcomes across the whole organisation. It will also enable us to deliver better community engagement and continuously improve our whole service delivery.

The Strategy builds upon what we achieved in our Customer Service Strategy 2020 and promotes a proactive, innovative and flexible approach to service delivery which is important in meeting increasing growth and change in our community.

The Customer Service Charter specifically outlines service standards about what the community can expect from Council and the timeframes and processes around how we will deal with service requests and complaints. This is complemented by the Strategy which provides direction around what we are doing to ensure that we are achieving what is outlined in the Charter, as well as, detailing the specific strategies that will be implemented to ensure we meet the goals and objectives of the strategy.

All data referenced in the Strategy is the most up to date Census data and last financial year statistics.

Following feedback received from Councillors, we have included 2 key suggestions for improvement that will sit under Goal 1 – Communication: Connect with our Customers.



Suggestions for Improvement: 2. Improving Connection

- Educate Councillors on their responsibilities under the Customer Service Charter.
- Provision of templates to assist Councillors with consistent responses to common customer requests.

RHIANNON BULLOCK

TEAM LEADER – CUSTOMER & BUSINESS SUPPORT (PERMIT AUTHORITY)

Date: 8th July 2024

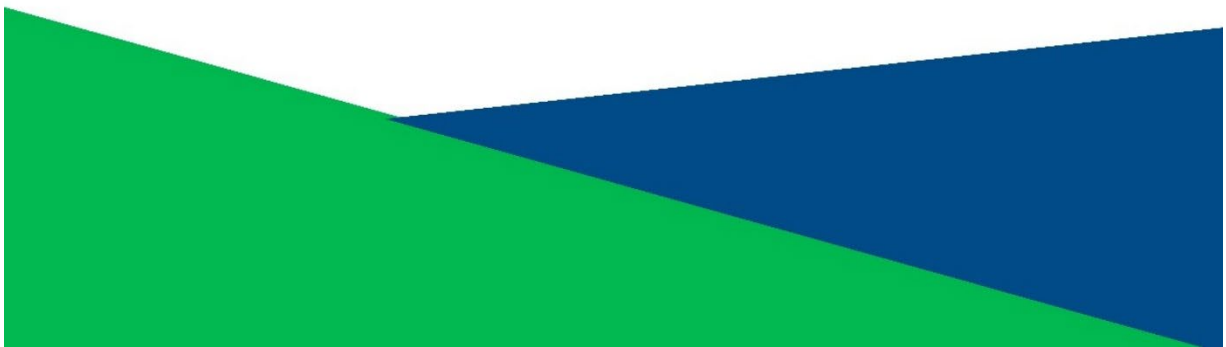
Attachment: (15 pages)





CUSTOMER SERVICE STRATEGY

2024



**AGENDA
ORDINARY COUNCIL MEETING
16 JULY 2024**

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“ Providing excellent customer service underpins over 100 different services we provide to our community, requiring a whole of organisation approach.

”





Overview

The Customer Service Strategy is Sorell Council's commitment to delivering excellent customer service.

The Strategy lets our customers know how we will work to deliver and improve the experience of services provided to our residents, businesses and community.

We deliver a range of services which are guided by the day-to-day needs of our community.

We aim to provide our customers with the best possible experience when using our services, looking for information about our services and in their dealings with us.

We are focused on making it simple for our customers to interact with us. We are committed to being able to help, and ensure that the customer is kept informed through proactive communication.

We understand customer trends and customer expectations are always changing. We want to ensure we continue to keep up with new technology and recognise the role that technology plays in the delivery of customer service and meeting the expectations of the customer.

Customers interact with us in many ways: from traditional channels (phone calls, emails, face to face) and online channels (online forms/requests, website and social media).

Each time a customer uses one of our services or interacts with us, it shapes their experience. A customer's experience with us starts well before making contact and a customer may have more than one point of contact which can happen across multiple 'service channels' such as online, phone or front counter, and with more than one person in the organisation.



Introduction

This strategy outlines the key principles, goals and strategies for improved customer service standards at Sorell Council.

It aligns with the statements made in our revised Customer Service Charter and support the improvement of our customer service outcomes across the whole organisation. It enable us to deliver better community engagement and continuously improve our whole service delivery.

Excellent customer service underpins approximately 100 different services we provide to our community, requiring a whole of organisation approach. This strategy details how we aim to embed a culture of strong customer service, where each member of staff demonstrates personal leadership when assisting our community, reflecting a genuine 'can-do' attitude.

The Customer Service Strategy builds upon what we achieved in our Customer Service Strategy 2020 and promotes a proactive, innovative and flexible approach to service delivery which is important in meeting increasing growth and change in our community.

As an organisation, we look forward to seeing the progress of this Strategy and continuing to deliver the best possible outcomes for our community as a whole

Positioning the Customer Service Strategy

The legislation forming the powers and functions of Councils is The Local Government Act 1993 (The Act). The Act specifies that Councils must develop a Strategic Plan and a Customer Service Charter.

Our Strategic Plan 2019 – 2029 describes how we will progress towards the longer term needs of our community and influences our operations, including the way we deliver our services, how we engage with our community and how we govern the organisation.

The Customer Service Charter details the principles relating to services provided by us and the procedures for dealing with complaints relating to services provided by us.

Our Customer Service Strategy outlines the way we are support the delivery of the Strategic Plan and supports the standards set out in the Customer Service Charter.



Our Customers

OUR POPULATION

16,734

Increased by 14.89% since 2016



FAMILIES

4,707

Increased by 20.1%



LOCAL BUSINESS

1,021

Increased by 20.1%



SERVICES PROVIDED BY COUNCIL

100

From road maintenance, waste service, animal management and recreation facilities



Data captured from:
2021 Census

We use the word "customer" to describe the diverse range of individuals and organisations who receive services from us, or interact with us.

Our "customers" include:

- Residents and rate payers;
- Local and national businesses;
- Community groups;
- Visitors and tourists;
- Councillors;
- Agencies such as Federal and State Government Departments and not-for-profit groups; and
- Regulator and Peak bodies such as auditors, Local Government Association (LGAT), TasWater, TasWaste South etc.

We recognise that whilst not all of our customers directly contact Council, they do still rely on us to provide direction to help our community and deliver essential services.

We also recognise that as an organisation providing and delivering a diverse range of services, we often interact as customers ourselves internally. It is important that we do this well in order to best deliver services to our external customers.

While various workgroup across Council deliver a range of services, everyone employed is working to serve our community. Delivering this strategy is therefore the responsibility of all employees – not just our customer facing teams.





OUR DATA



Data captured from:
2023-2024 Financial Year Council Data



Our Commitment

OUR VALUES

Underpinning this strategy is Council's commitment to our values for delivering excellent customer service and first point resolution.

INTEGRITY

We work in good faith, are honest and forthcoming and take accountability for our decisions.

UNITY

We work cohesively as one Council, supporting our community and each other to achieve better outcomes.

RESPECT

We listen to and consider the opinions and input of each person and acknowledge each other's contribution.

INNOVATION

We are committed to finding new solutions, adapting to change and continuously improving in order to deliver the best outcomes for the community.

Customer Service Charter

Our Commitment to You

At Sorell Council, we are committed to working in partnership with our community to consistently deliver programs and services that are within our capacity and resources, with a focus on exceptional customer service.

Our staff are committed to ensuring that our organisation's values of integrity, unity, respect and innovation are reflected in their actions, whether dealing directly with our customers, or working together to deliver programs and services to our community.

When dealing with Council you can expect us to:

- Greet you with a smile.
- Communicate clearly and listen carefully.
- Make things as simple as possible for you.
- Provide accurate, prompt, friendly, courteous and professional customer service.
- Give you choices about how and when you contact us.
- Actively seek your feedback on our service to ensure they meet your needs.
- Provide an after-hours service response for emergency incidents.
- Acknowledge all written correspondence and promptly provide a response.
- Provide first point resolution wherever possible.
- Protect your privacy and personal information.

You can help us by:

- Treating our staff with mutual respect.
- Showing respect and courtesy to other customers and Council staff.
- Being complete and accurate in your dealings with us.
- Working with us to resolve issues, as the use of aggressive and abusive language and behaviour will not be tolerated.
- Making an appointment in advance if you have a complex issue.
- Providing your name and contact details.

Personal Information

Respecting our customers' privacy is important to us and all personal and confidential information is handled in accordance with the *Personal Information Protection Act 2004*. Confidential information will only be accessed for authorised work-related tasks.

Providing us with feedback

We encourage you to contact us directly regarding your service experiences.

You can contact us in person, by email or via phone:

Email	sorell.council@sorell.tas.gov.au
Website	www.sorell.tas.gov.au
Mail	PO Box 126, SORELL TAS 7172
In person	47 Cole Street, Sorell
Phone	(03) 6269 0000 (Weekdays from 8.00am to 4.30pm, excluding public holidays)



Guiding Principles

We are committed to providing our community with high quality customer service in line with our Customer Service Charter. These guiding principles, together with our values, guide the delivery of excellent customer service across the organisation:

Being responsive to our customer's needs

ONE

Encouraging and empowering staff to take ownership and deliver positive outcomes

TWO

Being courteous, respectful and transparent in all interactions

THREE

Focusing on 'First Point Resolution' wherever possible

FOUR

Recognising and respecting our customer's diverse requirements

FIVE

Welcoming customer feedback as an opportunity to continually improve our service

SIX

Our Goals

Each of our Goals has listed objectives, strategies, and a series of suggestions for improvement that will support staff and the organisation in achieving these goals. Having an action/implementation plan will keep us focused as we strive for customer service excellence.

1**COMMUNICATION**

Connect with our customers and one another

2**CUSTOMER FOCUSED APPROACH**

Know and support our customers on their customer journey

3**CONTINUOUS IMPROVEMENT FOCUS**

System and process improvement, driven by Customer and Business needs

GOAL 1 COMMUNICATION: Connect with Our Customers

Objectives for Goal 1:

- Ensure understanding and courtesy in all interactions and communications (internal and external).
- Ensure communication to our customers, is clear, meaningful and is accessible through multiple channels.
- Provide opportunity for customers to engage with us on matters that are important to them.
- Promote a greater understanding of what Council does, our areas of responsibility, and time-frames for response or action.

Strategies:

1. Promote a plain language culture across the Organisation.
2. Promote our activities and inform our community about our business and responsibilities through our newsletters, our Website and Social Media channels.
3. Foster a communication approach across the organisation that results in effective expectation management.
4. Provide a clear and consistent customer service approach across Council.

Suggestions for Improvement:

1. **SORELL** mnemonic

Create an internal campaign which promotes consistent and effective communication for each customer interaction using a simple mnemonic eg.

- S** Speak clearly and without judgement
- O** Orchestrate two-way conversation
- R** Relay information, questions or complaint back to customer to demonstrate understanding of query
- E** End with a solution or next step and a timeframe
- L** Listen actively to capture all issues or concerns
- L** Liaise with appropriate technical staff to provide outcomes or solution inline with response times within the Customer Service Charter

2. Improving the Connection

- Review standard written communication and information sheets across Council to ensure plain language and consistent messaging is used.
- Ensure time-frames are included in written communication and information sheets to assist with setting the correct expectations.
- Introduce regular reviews of our documentation/communication from across the organisation during team meetings to identify opportunities for improving the level of plain language used.
- Review all communication platforms to identify opportunities to simplify the message.
- Educate Councillors on their responsibilities under the Customer Service Charter.
- Provision of templates to assist Councillors with consistent responses to common customer requests.

GOAL 2 CUSTOMER FOCUSED APPROACH: Know & Support Our Customers on their Customer Journey

Objectives for Goal 2:

- Empower our customers in navigating their Customer Journey.
- Empower staff, through increased understanding of the customer journeys through the business, to deliver excellent customer service.
- Continually evolve Council's service delivery to meet the changing needs of our customers.

Strategies:

1. Foster a customer focused, first point resolution approach.
2. Embrace process mapping across the organisation for both internal and external customers.
3. Review our complaints handling procedure, and include process mapping as part of that procedure.
4. Provide additional support for customers with complex complaints and increase customer touchpoints where required.
5. Investigate opportunities for staff training to increase our cultural awareness and understanding of the diversity of our customers.

Suggestions for Improvement:

1. First Point Resolution Focus

- Maintain Councils "knowledge base" system for customer service that captures whole of organisation key information and current projects.
- Support first point resolution through extensive training of front line staff, developing a culture of anticipating the customer's needs and providing appropriate information sheets and customer support materials and/or forms so that customers can "come prepared."
- Internal promotion of the Customer Service Strategy, Charter and the Customer Service Framework.

2. Improving Internal Customer Service

- Map internal journeys and identify trigger points for staff, providing opportunities to resolve issues (especially on regular departmental processes) and raise awareness of organisational impacts of poor quality customer service.
- Introduce information through team meetings around effective communications, as well as organisational expectations on supporting other teams, to assist staff in prioritisation and improve awareness of organisational impacts.
- Create internal customer service standards 'what are our expectations' and identify any trigger points for reviewing.

GOAL 3 CONTINUOUS IMPROVEMENT FOCUS: System and Process Improvement, driven by Customer and Organisational Needs

Objectives for Goal 3:

- Increase the ease of doing business with Council and improve 'customer convenience.'
- Regularly seek feedback to ensure we continue to meet expectations.
- Provide continuous improvement through monitoring Council's ongoing performance, opportunities for excellence and to streamline and improve service delivery.

Strategies:

1. Investigate and implement new technologies to enhance the customer experience, improve accessibility, and/or improve internal processes and reporting.
2. Proactively seek feedback and utilise ongoing Customer Satisfaction Survey and benchmarking report to monitor Council's performance.
3. Focus on developing new mechanisms for measuring effectiveness of the Organisation's customer service.

Suggestions for Improvement:

1. Digital Platforms

- Review Councils regulatory systems, identify pain points and investigate new systems to enhance better organisational wide productivity.
- Ensure metadata, with plain language is developed on all website pages to maximise searching capabilities.
- Review website content regularly to ensure information is current and correct.

- Provide a link to the customer service survey in emails and in the footer of the website improving its accessibility.
- Investigate providing information to customers lodging requests via the website that assist with educating customers of time lines for CRM triaging and processing.
- Research platforms such a Snap, Send, Solve as an additional engagement opportunity for customers to connect with us when convenient for them.
- Research the advantages of chatbot functions on Council's Website and how this can enhance our customer experience.

Evaluation

How Will We Evaluate The Strategy

The Strategy will be reviewed annually and formally revised within twelve months of a new Council being elected. This will ensure that current issues, customer feedback and any new and emerging customer service trends can be captured and reflected in the Strategy.

The objectives outlined in The Strategy will be built into the key performance indicators of relevant Council staff. The Manager Community Relations will be responsible for monitoring and reporting on the Customer Service Strategy, in order to ensure the timely delivery of service standards articulated in the Customer Service Charter.

Related Policies and Documentation

The Customer Service Strategy was developed in consultation with staff, Councillors and The Leadership Team. It is linked to Council's:

- Strategic Plan.
- Communications and Engagement Strategy.
- Customer Service Charter.

This strategy applies to:

- All of Council's permanent full time, part time, and casual employees;
- Contract staff;
- Consultants; and
- Partner organisations who have been engaged to deliver services on behalf of Council.

18.0 FINANCE

18.1 EXECUTIVE SUMMARY – FINANCIAL REPORT JUNE 2024 YTD

RECOMMENDATION

"That the Executive Summary – FINANCIAL REPORT JUNE 2024 YEAR-TO-DATE be received and noted by Council."

FINANCIAL REPORT JUNE 2024 YEAR-TO-DATE

- Due to the end of financial year processes commencing and the amount of transactions that are currently being finalised, detailed operational and capital finance reports are unavailable.
- Full financial reports for the year ending 30 June 2024 will be presented to Council as part of the 2023/2024 Annual Report.

CASH & INVESTMENTS

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

Council's cash position increased by \$428k during June, predominantly due to the receipt of grant funding. In comparison with the 2022/2023 financial year, the current cash balance of \$19.168m is \$739k greater than the balance at the same time last year. Council's increase in total cash held is predominately a result of delays in the capital works schedule and lower than expected operational expenditure.

CASH RESERVES

As at 30 June 2024, cash reserves being held by Council are as follows;

Land Sales	\$1,234,842
Public Open Space Contributions	\$1,796,055
Subdivision Traffic Management Contributions	\$ 150,790
Stormwater Contributions	<u>\$ 7,016</u>
	\$3,188,703

RATES OUTSTANDING

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



progressively paid throughout the financial year. The second graph reflects the percentage of rates debt outstanding at the end of each month, with four comparative financial years' data as well.

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

ATTACHMENTS

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

STEPANIE PERRY
MANAGER FINANCE

SALLY FANG
ACCOUNTANT

Date: 5 July 2024
Attachments (4 pages)



AGENDA
ORDINARY COUNCIL MEETING
16 JULY 2024

Sorell Council - Cash on Hand as at 30 June 2024

Financial Institution	Product	Deposit Date	Maturity Date	Face Value	Interest rate
Bendigo Bank Term Deposit	12 Month Term Deposit	6/06/2024	6/06/2025	\$ 1,626,521	5.05%
MyState Term Deposit	12 Month Term Deposit	9/08/2023	8/08/2024	\$ 1,564,001	5.20%
MyState Term Deposit	12 Month Term Deposit	27/06/2024	27/06/2025	\$ 1,379,000	5.30%
MyState Term Deposit	12 Month Term Deposit	25/08/2023	23/08/2024	\$ 1,500,000	5.25%
Westpac Term Deposit	12 Month Term Deposit	1/02/2024	31/01/2025	\$ 1,000,000	4.95%
Westpac Term Deposit	12 Month Term Deposit	19/02/2024	18/02/2025	\$ 2,000,000	5.08%
CBA Term Deposit	12 Month Term Deposit	21/08/2023	20/08/2024	\$ 2,000,000	5.53%
CBA Investment Account	At Call			\$ 2,229,150	4.35%
CBA Special Purpose Account	At Call			\$ 3,143,636	4.35%
CBA Operating Account	Current			\$ 2,697,309	4.35%
Various Petty Cash and Floats	In house			\$ 1,601	N/A
Various Halls Bank Balances				\$ 26,305	N/A
Total Funds Available				\$ 19,167,523	

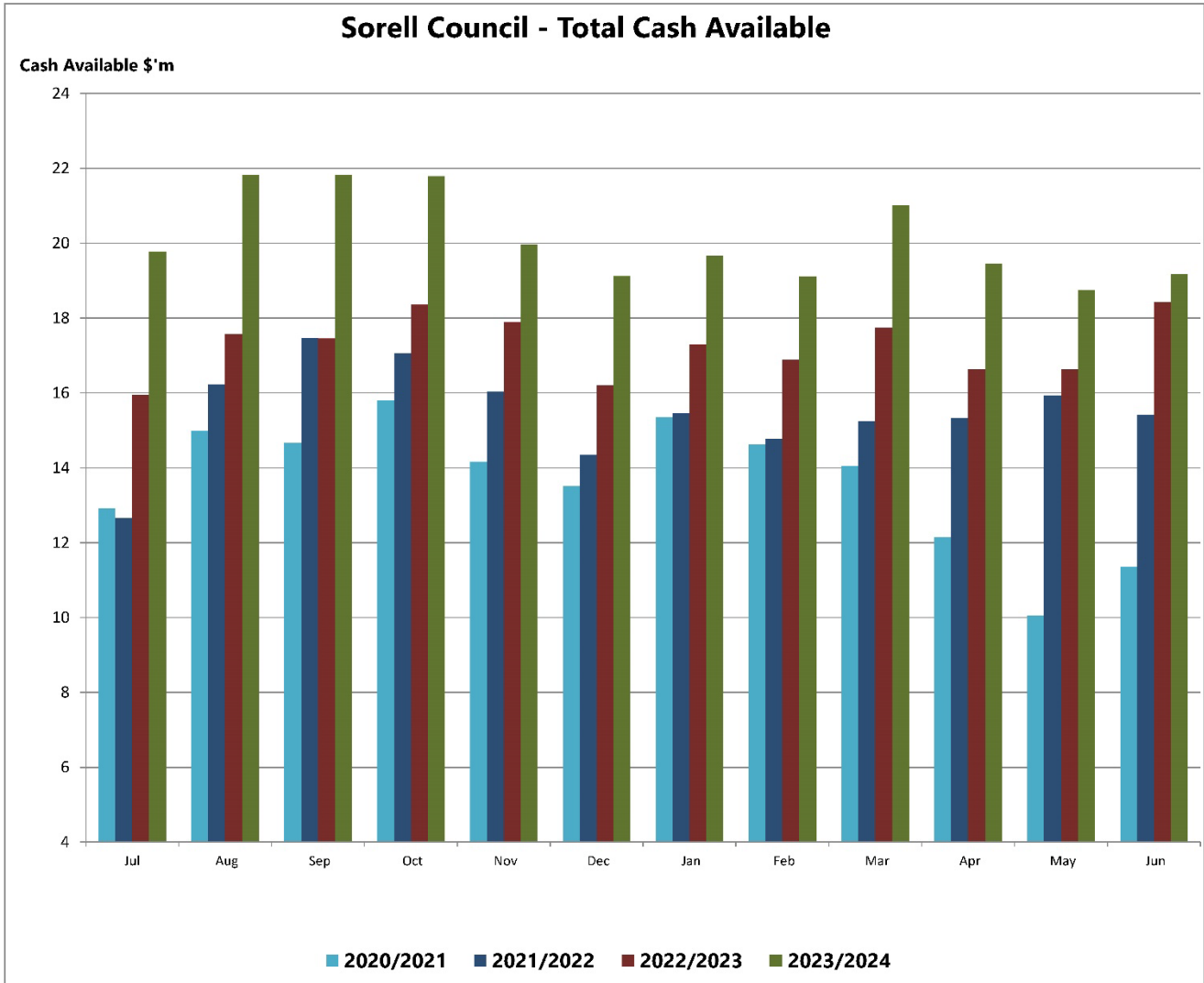
The above investments have been made in accordance with Sorell Council's Investment Policy (Resolution Number 84/2019).

ANZ Term Deposit \$1,500,000, matured on 28/06/2024, has not been reinvested.

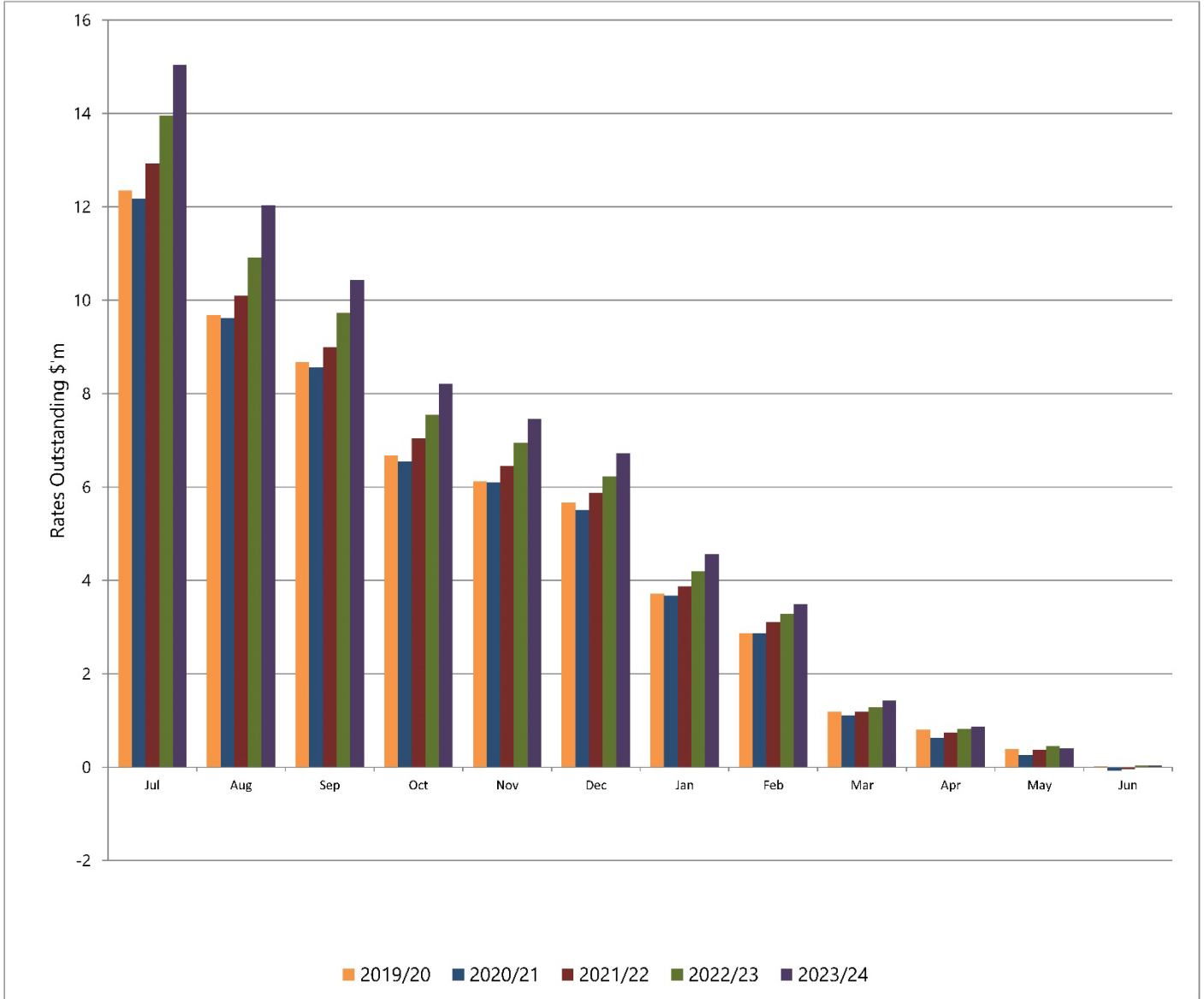
Tascorp Investment Account, balance of \$40,786.17, was closed on 24/06/2024



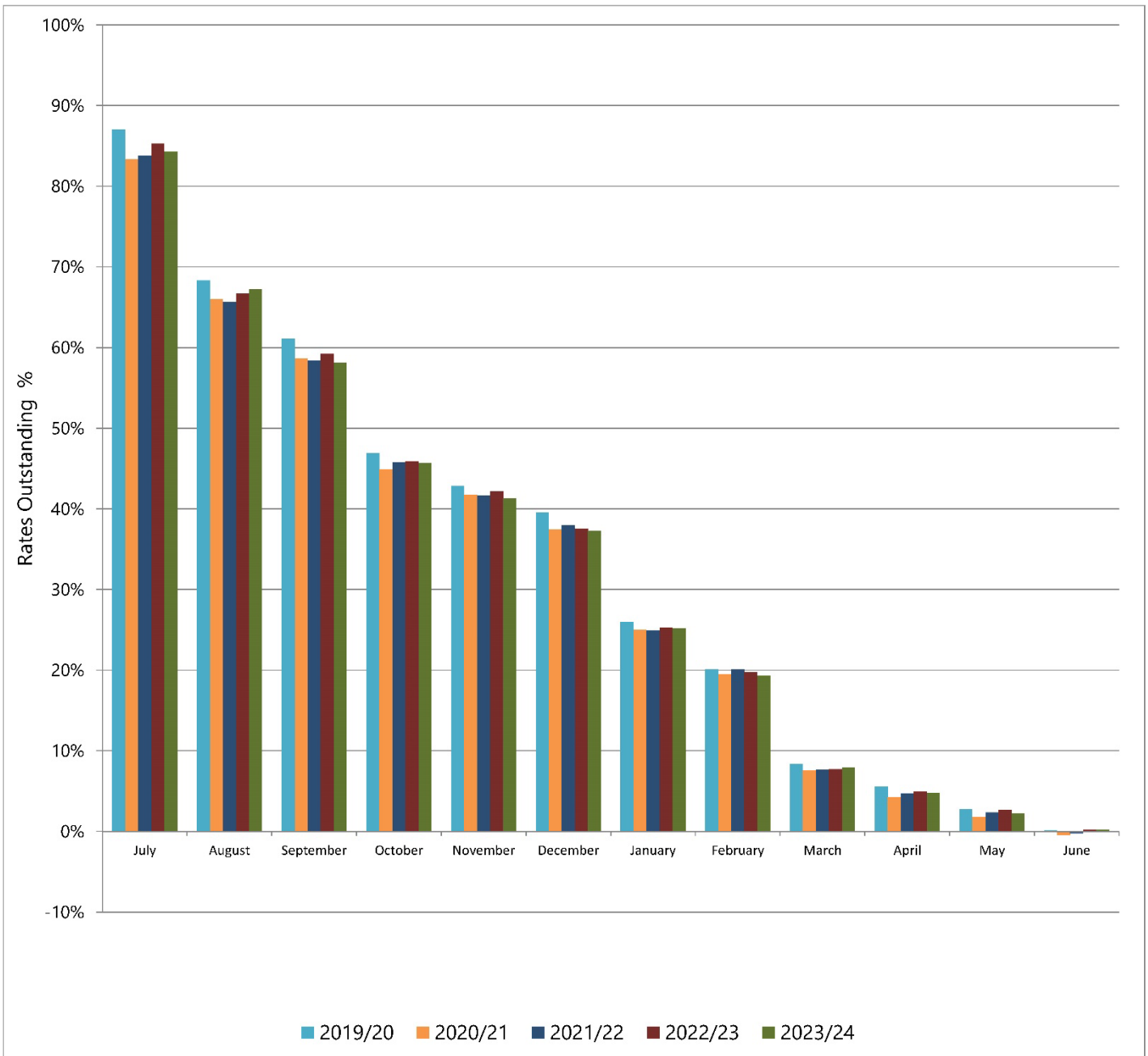
SORELL COUNCIL TOTAL CASH AVAILABLE



SORELL COUNCIL OUTSTANDING RATES BY MONTH \$'m



SORELL COUNCIL OUTSTANDING RATES BY MONTH %



19.0 PLANNING

Nil reports.

20.0 HEALTH AND COMPLIANCE

Nil reports.

21.0 ROADS AND STORMWATER

Nil reports.

22.0 FACILITIES AND RECREATION

Nil reports.

23.0 QUESTIONS FROM THE PUBLIC

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

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

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

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

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

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



CLOSED MEETING

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

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

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

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

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

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

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



24.0 CLOSED MEETING

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

Reference	Item
24.1	Confirmation of the Closed Council Minutes of the Council Meeting of 18 June 2024 - <i>Regulation 34(3)</i>
24.2	Disclosure of confidential information – <i>Regulation 15(8)</i>
24.3	Writing off bad debts as at 30 June 2024 - <i>Regulation 15(2)(d) & (i)</i>
24.4	Tender Sorell – South East Training Facility and Jobs Hub – <i>Regulation 15(2)(d)</i>

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

RECOMMENDATION

“That the meeting be closed to the public to enable Council to consider agenda items 24.1 - 24.4 which are confidential matters as prescribed in Regulations 34 and 15 of the Local Government (Meeting Procedures) Regulations 2015.”

24.1 CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 18 JUNE 2024

RECOMMENDATION

“That the Closed Minutes of the Council Meeting held on 18th June 2024 be confirmed.”

24.2 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION

^

RECOMMENDATION

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



24.3 WRITING OFF BAD DEBTS AS AT 30 JUNE 2024

24.4 TENDER - SOUTH EAST TRAINING FACILITY AND JOBS HUB



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



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

