



COUNCIL AGENDA

10 DECEMBER 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, 10 December 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
5 DECEMBER 2024



AGENDA

FOR THE COUNCIL MEETING TO BE HELD AT THE
COMMUNITY ADMINISTRATION CENTRE (CAC), 47 COLE STREET,
SORELL ON 10 DECEMBER 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 Miró Quesada Le Roux
Councillor B Nichols
Councillor M Reed
Councillor N Reynolds
Councillor C Torenus
Councillor M Larkins

3.0 APOLOGIES

[^](#)

4.0 DECLARATIONS OF PECUNIARY INTEREST

[^](#)

5.0 CONFIRMATION OF THE MINUTES OF 19 NOVEMBER 2024

[^](#)

RECOMMENDATION

"That the Minutes of the Council Meeting held on 19th November 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.

- Roger Jaensch Minister for Children and Youth, Minister for Mental Health and Wellbeing, Minister for Community Services, Minister for Finance.
- GM and I met with the Minister and had a very productive Q and A session on how Council could draw up a sustainable plan to activate our Youth Strategy. Using the Ministers knowledge of successful and unsuccessful practises around the state.
- SPA (Planning) meeting.
- Council Workshop.
- Met with Representatives of the Lewisham Foreshore Management group.
- Senator James Paterson, Shadow Minister for Cyber Security, Shadow Minister for Countering Foreign Interference and Shadow Minister for Home Affairs. On the topic of Cyber Security with Senator Wendy Askew, Susie Bower and Jackie Martin (Federal candidates).
- Catch up with several members of the Sorell Council Team.
- Joint Authority Waste meeting and AGM. Regular progress report and welcome to the newly appointed CEO Nick Giffard (who had been acting CEO).
- Attended community events including:
 - Sorell Bowls Club 60th Anniversary Celebrations
 - Sorell School Senior Presentation Evening
 - Indie School Presentation Event
 - Q and A re: Southern Beaches Waste and Storm Water Consultation
 - Sorell Christmas Carols
 - Dunalley Christmas Carols

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
3 December 2024	<ul style="list-style-type: none"> • Policy/Planning <ul style="list-style-type: none"> ○ Primary Production rating presentation – Will Downie ○ Cat Management Plan summary ○ Council's Advocacy document review ○ Question on Notice – November Council meeting submission on Green Waste bins • Community Grant <ul style="list-style-type: none"> ○ Jazz by the Sea 	Gatehouse, Woolley, Nichols, Reed, Campbell, Reynolds	Miro Quesada Le Roux, Larkins, Torenus

9.0 COUNCILLOR QUESTIONS ON NOTICE

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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



- Met with Bendigo Bank Chair and Director Jess Hinchin – 20th Nov
- Met with Minister Jaensch and Mayor – 20th Nov
- Attended LGAT General Meeting – 21st Nov
- Met with Sorell Tennis Club & Tennis Tasmania – 22nd Nov
- Met with Bec White as Lyons Federal candidate – 25th Nov
- Greater Hobart Committee discussion with Brighton CEO, HCC CEO and GHC Executive Officer – 26th Nov
- Met with TOMRA / Cleanaway reps and Manager Health and Compliance re: CRS project – 26th Nov
- Met with TasWater and STRLUS Regional Planning Coordinator – 27th Nov
- Met with Greater Hobart Committee Council CEO's, Executive Officer and Brighton CEO – 27th Nov
- Met with Dunalley Hall (A. Dunbabin) and Director Jess Hinchin – 28th Nov
- Director Service Delivery interviews – 28th Nov & 5 Dec
- Attended SERDA General Meeting – 2nd Dec
- Met with Shadow Minister for Cyber Security, Senator Askew, Susie Bower (Lyons candidate), Nicki Martin and Mayor – 5th Dec
- Met with Lewisham Foreshore Association representatives and Mayor – 5th Dec
- Regional planning meeting with southern Council GM's to discuss alternative model to STCA – 6th Dec
- Met with SE United Football Club rep and Director Jess Hinchin – 10th Dec
- Staff meetings, Leadership Team meeting, workshops and SPA meetings.

DIRECTOR SERVICE DELIVERY – RUSSELL FOX

- Long Service Leave (8 July 2024 – 24 December 2024)

DIRECTOR PEOPLE AND PERFORMANCE - JESS HINCHEN

Meetings attended:



- WLF Internal Audit meeting – Risk Management
- South East Salvation Army re: Canteen Operations and Stadium matters.
- Various representatives SEUFC re: Christmas Cup, Canteen and 2025 planning.
- President SENA re: Stadium matters and 2025 planning.
- President SEBA re: Stadium matters and 2025 planning.
- Andrew Dunbabin re: Dunalley Hall Matters.
- Playspace Audit and Strategy project team meeting.
- Performance Reviews.
- Various Workgroup Manager meetings.
- Leadership Team Meeting.
- SPA Meeting.
- Various HR Matters.
- Council Workshop.
- Council Meeting.

EMPLOYEE SUPPORT COORDINATOR – HR

Appointment

- Customer & Business Support (Waste & Plumbing) – Rebecca Elliot has been temporarily appointed to this role and commenced in the fixed-term position on 2 December 2024.
- Customer & Business Support Officer (Permit Authority) – Haylee Crowe has been temporarily appointed to this role and commenced in the fixed-term position on 2 December 2024.
- Municipal Worker – Sealed Roads - Brad Burke has been successful in his application and will commence in the role 13 January 2025.
- Engagement Officer – Penny Goodland has been successful in her application and will commence in the role 14 January 2025.

Resignation

- Manager – Facilities & Recreation – Sonia Pullen has resigned from her position with her last day at Council being 19 November 2024.

Recruitment

Recruitment for the following positions is currently in progress –

- Accounts Payable Officer (Part-Time) has been advertised on BEST, SEEK and the Council website and has closed. Interviews have been held and an appointment will be made in due course.
- Director – Service Delivery has been advertised on SEEK and the Council website and has closed. Interviews have been held and an appointment will be made in due course.

Meetings

- Various meetings with Finance.



- Various meetings with HR Consultants
- 3 x Inductions
- Various interviews were held

Workers Compensation

- 1 - new active claim
- 1 – claim closed

Training

- CPR Refresher Training
- First Aid Training
- Understanding and Managing your Mental Health in the Workplace

EMPLOYEE SUPPORT - PAYROLL

- Two pay runs completed.
- EOM Complete.
- Meetings with Manager Finance.
- Leave Loading Payment

DEVELOPMENT OFFICER – STRATEGY & RISK

Annual Leave – No Report Available

11.2 **FINANCE – STEPHANIE PERRY, MANAGER**

^ **Financial Management**

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

- Finance staff completed all end-of-month (EOM) procedures for October, 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 raised all monthly sundry debtor invoices and the monthly sundry debt recovery processes were completed.
- Finance staff completed three vendor payment runs, totalling \$2.1m in payments.
- Finance staff completed South East Region Development Association (SERDA) ad-hoc and monthly financial tasks.
- Finance staff completed quarterly variance reporting for all departmental cost centres. All income and expenditure variances of 10% or greater and greater than \$1,000 were investigated.
- Finance staff worked on Phase 2 of the 2023/2024 Consolidated Data Collection Survey. This is due back to KPMG in December 2024.
- Finance staff worked with the Asset Team to complete the 2024/2025 Quarter 1 Asset capitalisations and asset reconciliations.



- Finance staff completed the following grant related reports:
 - Finance staff assisted with completion of the final report for the Pembroke Park BMX Track and lodged it with Department of State Growth.
 - Finance staff assisted with completion of the final report for the Safer Rural Roads Program 2022-2023 and lodged it with Department of State Growth.
- Finance staff provided payroll support for the pay run fortnights ending 1st, 15th and 29th of November 2024.

Rates

- At the end of November, 56.7% of rates had been paid, compared to 58.7% at the same time last year.
- Supplementary valuations were received from the Office of the Valuer-General, year to date totalling \$79k in general rates, \$35k in waste charges and \$4k in fire levy income.

Audit

- Nil

Grants & Funding

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

- The State Government Department of State Growth was invoiced \$118k (excluding GST) for Instalment 1 of the Safer Rural Roads Program 2023-2024 for works on Kellevie Road. This invoice was outstanding at the end of November.
- The State Government Department of State Growth was invoiced \$40k (excluding GST) for final instalment of the Safer Rural Roads Program 2022-2023 for various works. This invoice was outstanding at the end of November.

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

- The second quarter Financial Assistance Grant of \$115k was received from the Federal Government Department of Infrastructure, Transport, Regional Development, Communications and the Arts, in line with the quarterly payment schedule.

Insurance

- The claim lodged with JMAPP (JLT Insurance) for property damage at the South East Sport Complex continued to be assessed.



Fleet Management

- The 2024/2025 fleet replacement program has an approved budget. One vehicle, a Ford Ranger utility, has been purchased and received. Finance staff have completed a memo outlining the remaining recommended fleet procurement decisions. Manager Finance reviewed the memo during October and this was sent to the General Manager for final approval. Final approval has been delayed and is now expected in December 2024.

Plant and Equipment Disposals

- One vehicle remains to be disposed of from the 2023/2024 replacement schedule.
- The disposal of one light fleet vehicle and one heavy fleet vehicle were processed as part of 2024/2025 Quarter 1 capitalisations:

Plant & Equipment Details	Date of Disposal	Reason & Method of Disposal	Proceeds of Sale	Disposal Costs	Profit/(Loss) on disposal
Volkswagen Amarok J79EK	02/07/2024	Replaced, Pickles Auction	\$25,227.27	-\$465.00	\$11,580.58
Truck DAF C16LE	20/08/2024	Replaced, Pickles Auction	\$45,909.09	-\$1,695.00	\$36,128.19

Operational Plan

Operational Plan Item	Status
Finance D365BC – User Group Testing	Not started.
Finance & Payroll Audit Recommendation Implementation	Work in progress. System Change Log Reviews – system providers contacted and process considered. Authorisation of general journals and attaching supporting documentation – functionality developed in test system by system provider. Testing continued.



	Financial reporting risk assessment – added to risk register. Risk assessment not started. Payroll Off Boarding Checklist – review in final stages.
Finance & Payroll Procedures & Procedure Register	Work in progress. Procedures continue to be developed, reviewed and amended.
Finance Policies	Work in progress. Work continued on the Investment Policy and Credit Card Policy.
Finance Financial Management Strategy & Long Term Financial Plan	Not started.
Finance Financial Reporting Review	Not started.
Finance & Payroll D365BC – System Continuous Improvements	Work in progress. Planning/investigation stage.
Finance Account Payable System Research	Not started.
Finance Accounts Payable Fuel Analysis	Work in progress. New process developed Initial implementation has been delayed and is now expected in December 2024.
Finance Rates Property #1 Refunds	Work in progress. Three batches (approx. 15 – 20 transactions) sent to CBA for processing.
Finance Rates Process Mapping	Work in progress. Three process maps sent for development.
Finance Rates Staff Training	Work in progress. Training held by Senior Rates Officer with Finance Support Officer and Customer & Business Support Officer for a number of rates tasks. On-going training schedule to be developed.
Payroll On Boarding	Work in progress. Review completed. Amendments to be completed.

Payroll Long Service Leave Portability Procedure	Work in progress. LGAT provided guidance. Manager Finance to review.
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Meetings

- Monthly Leadership Team Meeting – 6/11/2024.
- Monthly capital works meeting with Finance, Asset Management, Engineering and Depot staff – 13/11/2024.
- Monthly Finance Team Meeting – 7/11/2024.
- Sorell Council Audit Panel Meeting – 8/11/2024.
- Commonwealth Bank Meeting – 18/11/2024.
- Monthly Meeting with Manager Finance and Director People & Performance – 27/11/2024.
- Understanding Mental Health in the Workplace Training – 27/11/2024.
- Council Wise Training – various sessions throughout November.

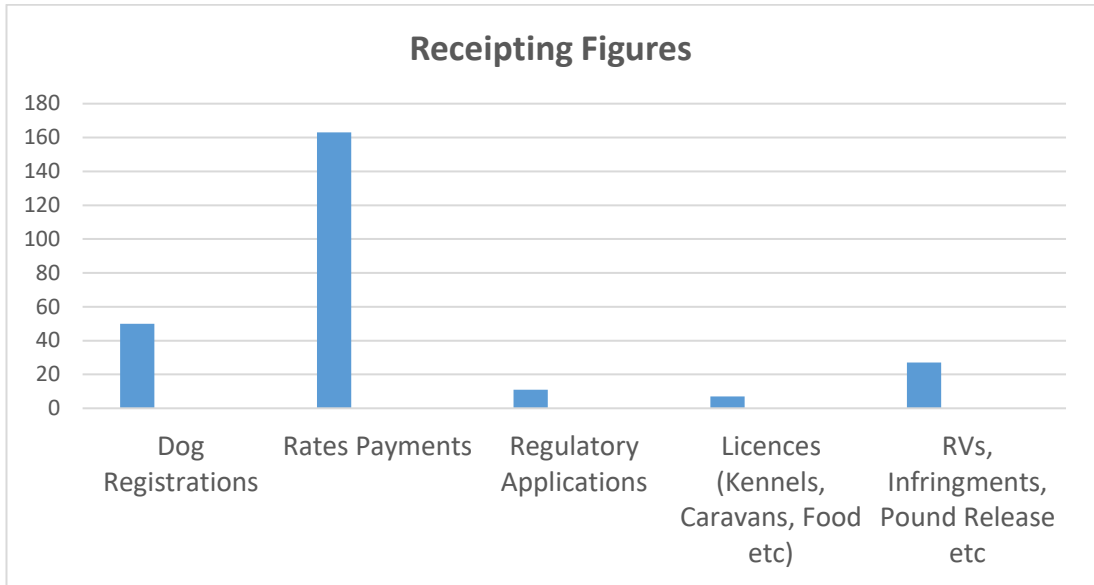


11.3 COMMUNITY RELATIONS – STACEY GADD, MANAGER



CUSTOMER & BUSINESS SUPPORT

Receipting figures – November



Green and Hard Waste Bookings – November

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

No Bulk hard or green waste collection for November.



Phone Call Reporting

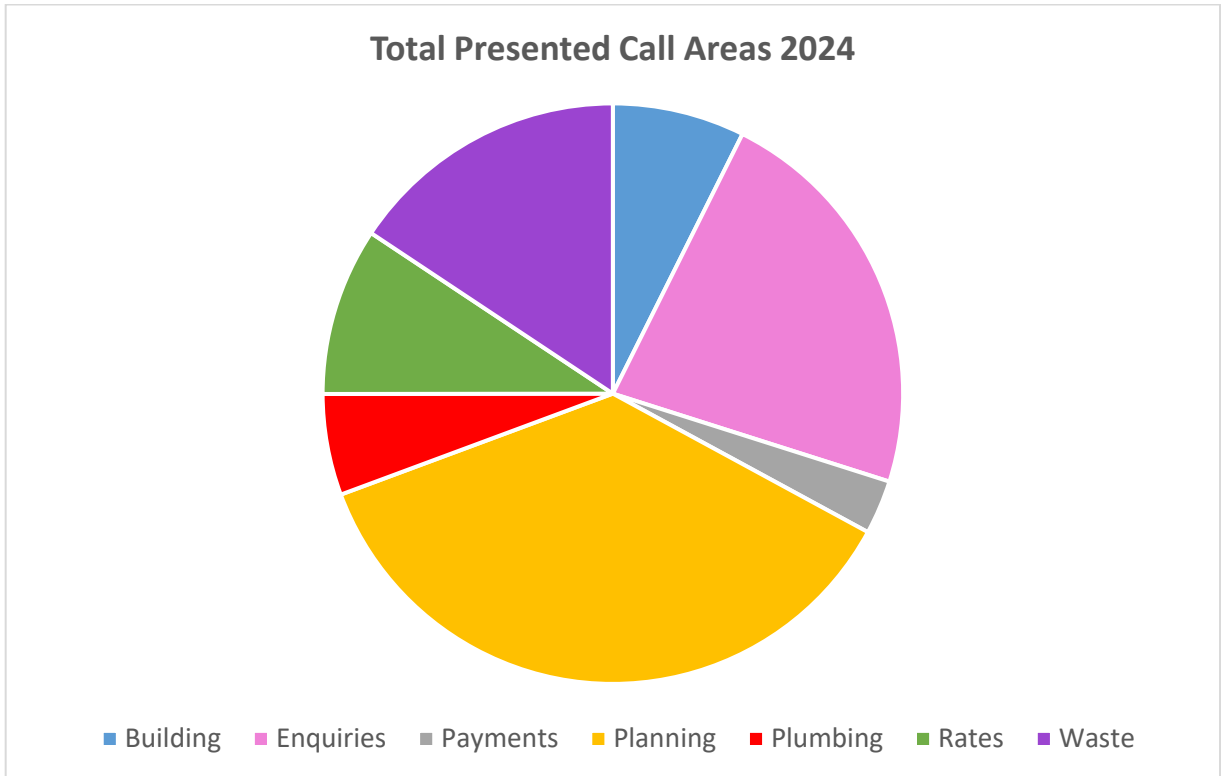
Call summary for November

Group Summary

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

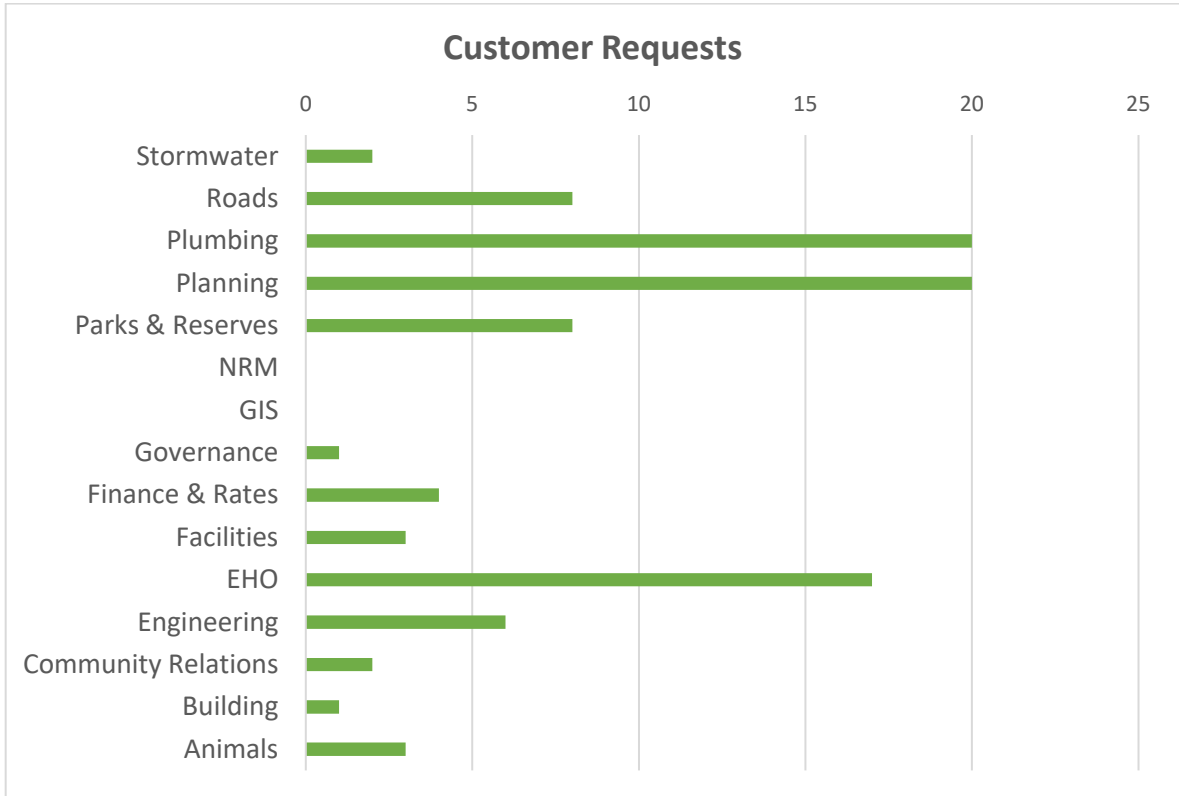
Total Presented Calls	599	Total Answered Calls	526
Total Missed Calls	73	Total Calls Overflowed To	
Total Calls Overflowed From		Percent of Calls Answered	87.8%
Percent of Calls Missed	12.2%	Avg Speed of Answer	0:00:14
Total Talking Duration	20:02:15	Avg Talking Duration	0:02:17

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	50	42	8			84.0%	16.0%	0:00:15	2:15:20	0:03:13
Enquiries	93	83	10			89.2%	10.8%	0:00:16	2:08:13	0:01:33
Payments	7	6	1			85.7%	14.3%	0:00:16	0:11:23	0:01:54
Planning	255	224	31			87.8%	12.2%	0:00:10	9:59:49	0:02:41
Plumb Engineer	109	98	11			89.9%	10.1%	0:00:18	2:53:21	0:01:46
Rates	40	35	5			87.5%	12.5%	0:00:16	1:22:51	0:02:22
SorelCouncil										
Waste	45	38	7			84.4%	15.6%	0:00:11	1:11:18	0:01:53



Customer Requests

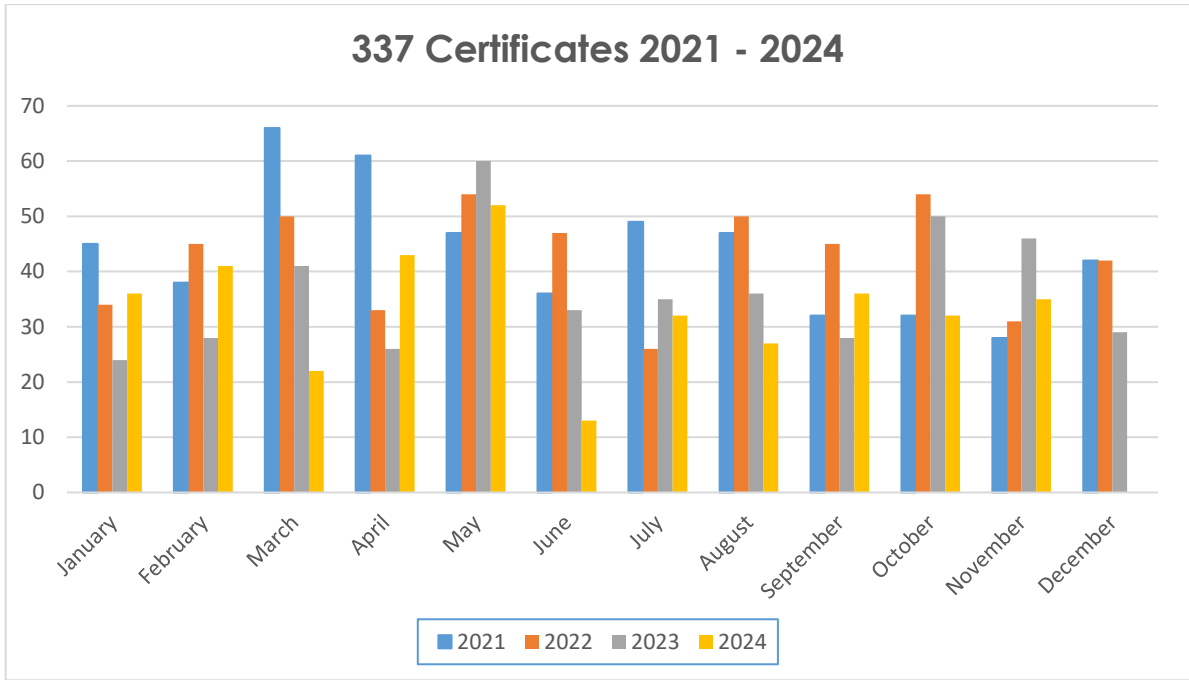
CRMs created for the month of November



337 Certificates

Council processed 35 - 337 Certificates in November which relate to the sale of properties as detailed in the graph below.





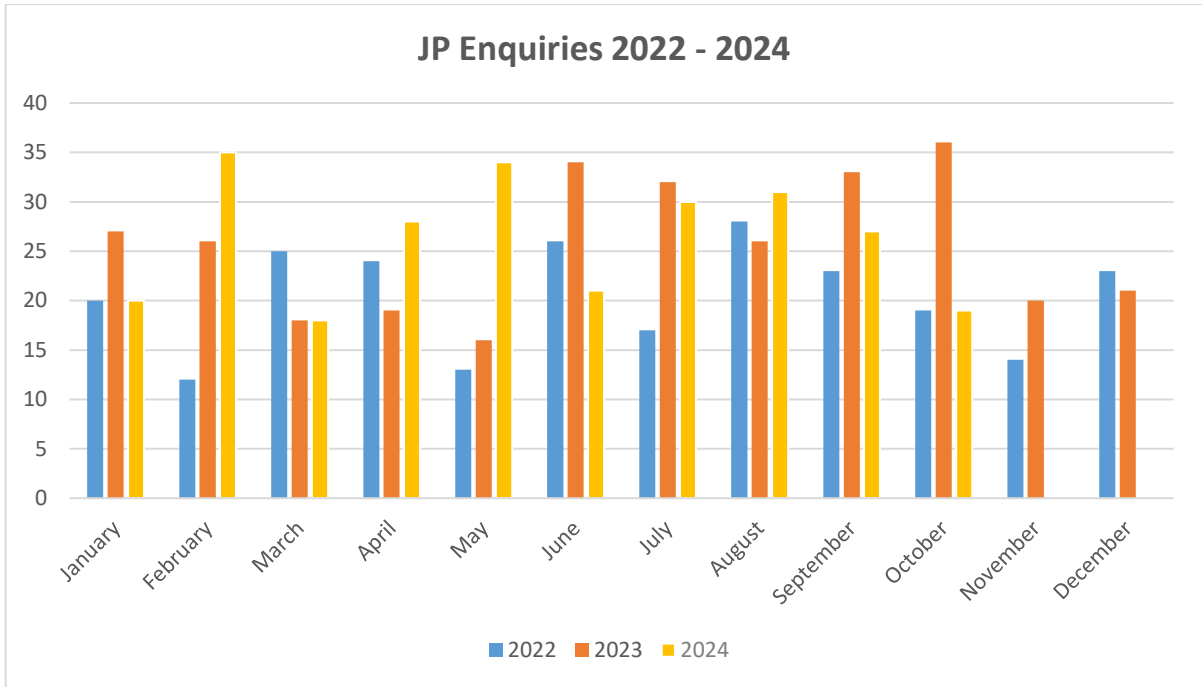
132 Certificates

Council processed 85 - 132 Certificates in November which relate to the sale of properties as detailed in the graph below.



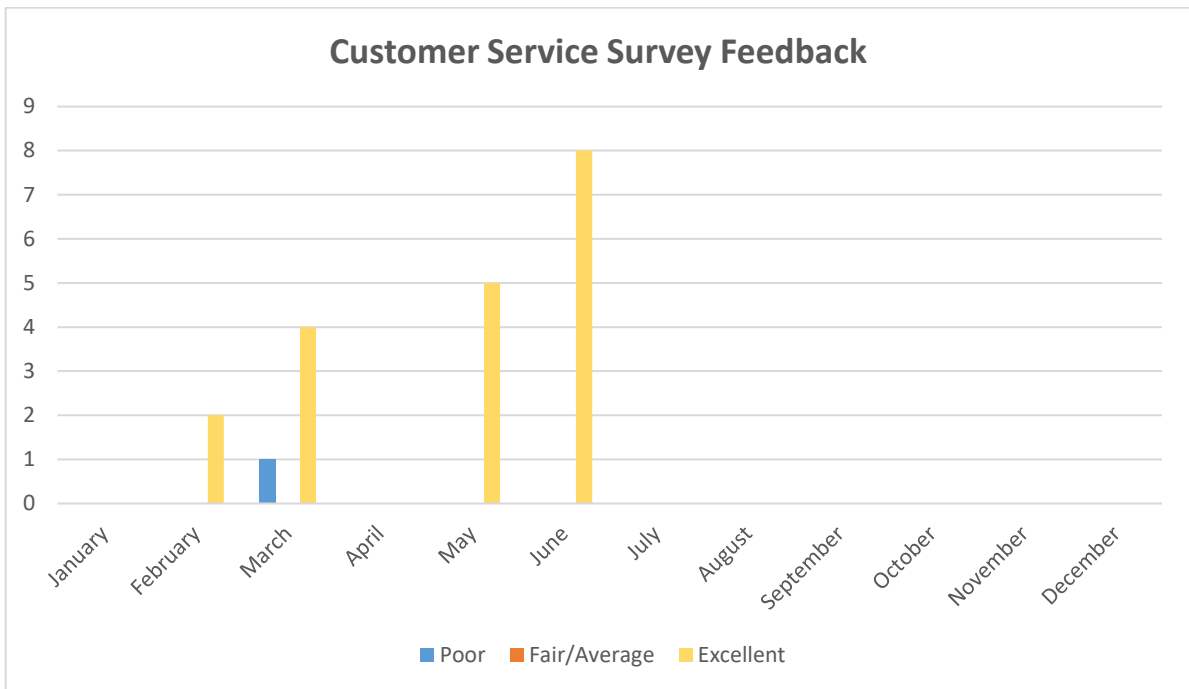
Justice of the Peace Enquiries





Customer Service Feedback

No completed customer service surveys received for the month of November.



We received 1 written form of appreciation for the month of November:



Waste:

Good afternoon Haylee,
For your Information:

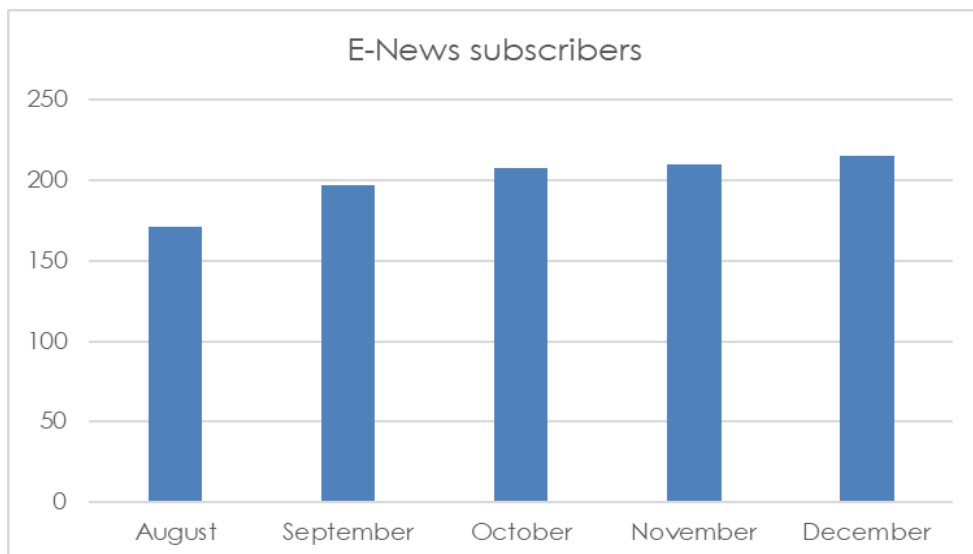
I am excited to report that a truck load of workers have turned up to remove the green waste from the front of our property. And they are hard at work in the rain clearing it all. I had not had time to purchase tarps to assist as I wasn't expecting them this soon. Many thanks for all of your help. Please pass on my thanks to all involved. Will make it easier for us to maintain the area involved in the future.

Cheers

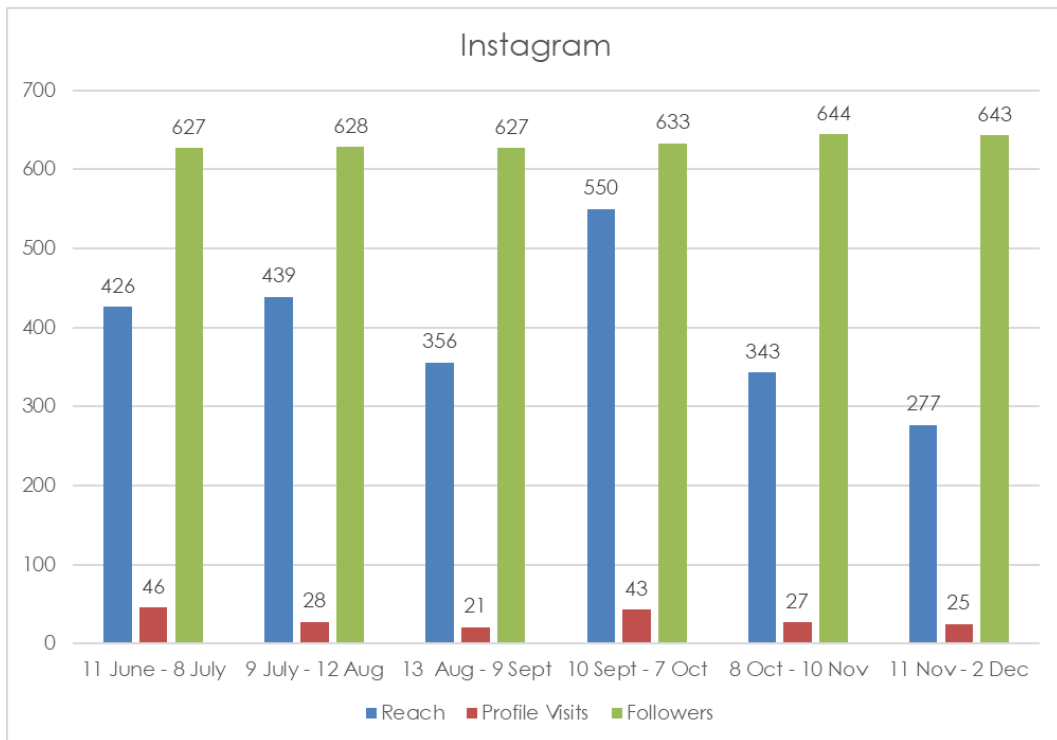
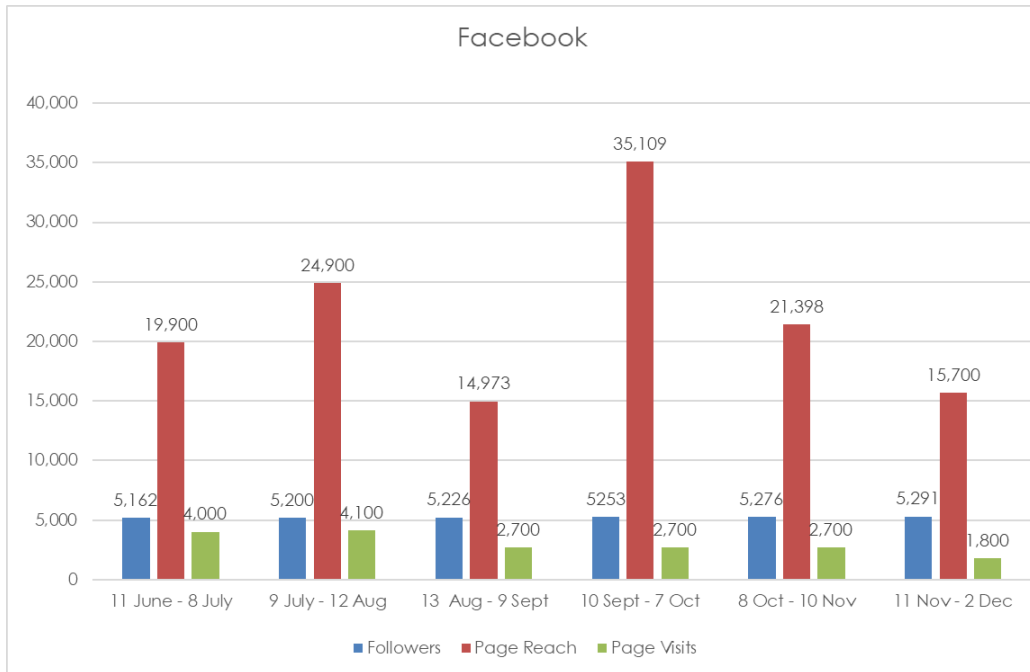
COMMUNICATIONS

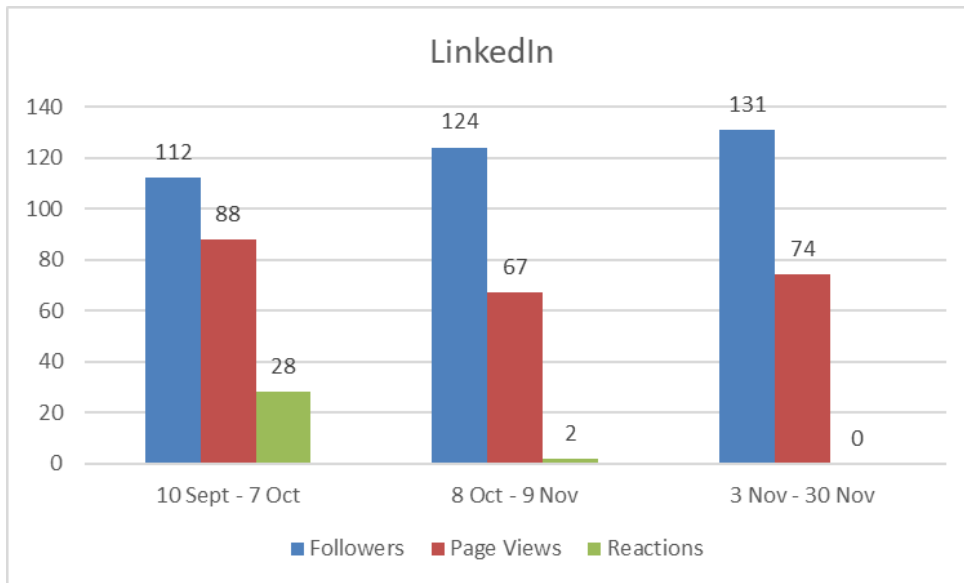
General

- Sorell Times – Regular monthly advert.
- Council Works Update – Monthly update compiled re current and soon to be commenced Council works, published on our website, Facebook and Instagram pages.
- Website – Updated with news and information including Council Works Updates and Proposed Public Places By-Law.
- NRM - NRM Thursday posts on social media ongoing. NRM section ongoing in monthly Sorell Times advert re weed awareness and other NRM matters.
- Waste Education - Waste Wednesday social media posts ongoing.
- Advocacy - Regional Strengthening Projects Advocacy document update in progress.
- Community News newsletter – December 2024 edition finalised and sent for printing and mailing with rate instalment notices.
- E-News – Sent out the December 2024 edition of Sorell Council E-News to subscribers.



Social Media





COMMUNITY CONSULTATION/ENGAGEMENT

- Preparations for Southern Beaches Onsite Wastewater and Stormwater consultation ongoing. Community Q&A session held on Thursday 5 December at Okines.
- Service Providers Network meeting held 22 November.
- Seniors Advisory Group meeting held on 19 November.
- Responsible Dog Education video project under production.
- Commenced preparations for community consultation for the Playground Audit and Plan.

MEDIA/PROMOTIONS

- Sorell Times newspaper – provided a quote from Mayor Gatehouse in response to a request regarding the Government's proposed Development Assessment Panels.

ARTS AND CULTURE

- Keep Australia Beautiful Tas. Sustainable Communities Tidy Towns Awards – Winner Population Category 3,000 – 5,000 for Sorell and highly commended in the Heritage and Culture category for Sorell 22: Country to Coast short film.

COMMUNITY COLLABORATIONS

- South East Big Give – Collection point for the initiative and promoted it through our social media channels, website and E-News.



COMMUNITY GRANTS PROGRAM

Community Grants

- Jazz by the Sea - \$850 towards event costs

Individual Achievement

- Savannah Stoward – Representing Tasmania Junior 8 Ball
- Arlo Stoward - Representing Tasmania Junior 8 Ball

Quick Response

- Primrose Sands Landcare - \$174 for tools.

EVENTS

- Australia Day Awards Presentation Event – 2025 Awards open for nominations and promotions ongoing. Planning for presentation event ongoing.

CORPORATE ADMINISTRATION

Right to Information

- No Right to Information Requests were received.

Policies under review

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



Leases & Licences

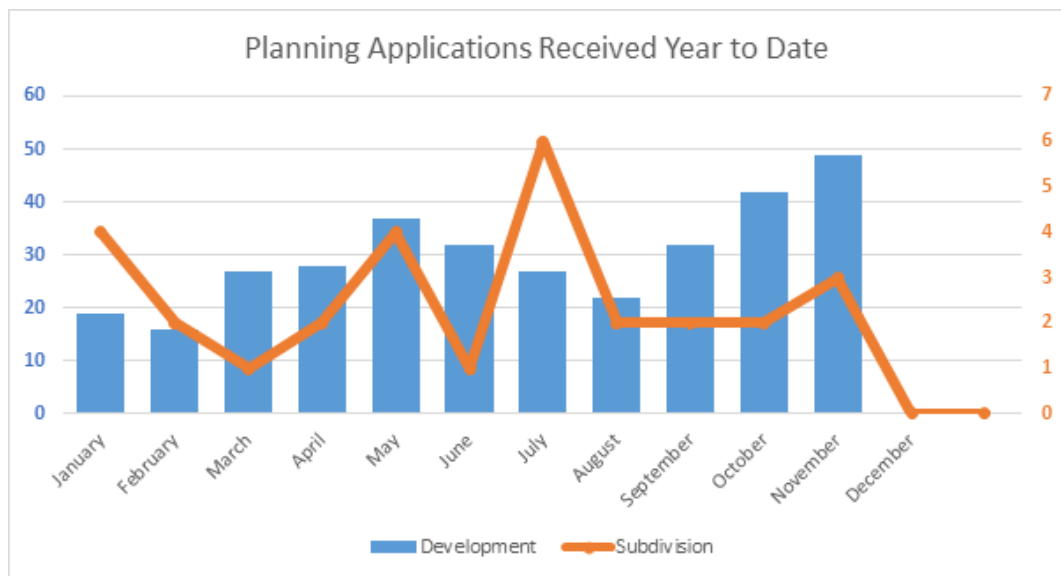
- Sorell Football Club Lease – With the club for review.
- Dodges Ferry Rec Centre – Variation to Lease negotiations re: Canteen.
- Crown Lease renewal – Boomer Bay Road, Boomer Bay – Carpark and Toilet. Request to enact further term sent.

11.4 PLANNING – SHANE WELLS, MANAGER



Planning applications received for year 2024

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



Fees Waived

During the month of October 2024, the following requests to waive Planning fees were approved as per delegation.

Project:	Name & Address:	Fees Waived:
Boat Shed	Rainbow Building – Foreshore Lease Connelly’s Marsh Road	\$141.00

DELEGATED AUTHORITY

During the month of November 2024, a total of 36 Planning Approvals/Permits/Refusals/Exemptions have been issued including:



3	Applications approved as Permitted Development; issued under delegated authority
0	Applications presented as Permitted Developments for Council consideration at SPA/Council Meeting.
0	Application presented as Section 56 Amendment for Council consideration at SPA/Council Meeting.
1	Application received which complied with Section 56 Minor Amendment, issued under delegated authority
3	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	Application with the requirements for General Exemptions/Not applicable
28	Applications approved as Discretionary Developments; issued under delegated authority
1	Applications presented as Discretionary Developments for Council consideration at SPA/Council Meeting.

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

Description	Application Type	Property Address
Minor Amendment - Change to external cladding and internal alterations	Discretionary	Old Forcett Road, Dodges Ferry
Market (General Retail & Hire)	Permitted	394 Arthur Highway, Sorell
Internal Alterations & Additions inc Partial Demolition	Discretionary	3 Nguna Street, Dodges Ferry
Strata Title - x 7 Units	Permitted	9 Pelham Street, Sorell
Dwelling	Discretionary	14 Olympic Avenue, Midway Point
Outbuilding (Open Carport)	Permitted	43 Russell Street, Dunalley
Dwelling	Discretionary	24 Friendship Drive, Sorell
Additions & Alterations to Dwelling	Discretionary	20 Petrel Street, Primrose Sands
Outbuilding (Shed)	Discretionary	12 Clover Court, Carlton
Additions and Alterations (Awning with Balustrade and Windows)	No Permit Required	12 Elise Drive, Dodges Ferry
Dwelling [CT186811/12]	Discretionary	23 Spoonbill Loop, Sorell
Dwelling	Discretionary	7 Jayville Rise, Forcett
Dwelling	Discretionary	8 Whitlam Court, Lewisham
Dwelling	Discretionary	16 Miena Drive, Sorell



Additions & Alterations to Dwelling	Discretionary	59 Midway Point Esplanade, Midway Point
Outbuilding	Discretionary	428 Carlton River Road, Carlton River
Outbuilding (Garage)	Discretionary	6 Keelan Court, Lewisham
Dwelling [CT186811/11]	Discretionary	21 Spoonbill Loop, Sorell
Dwelling	Discretionary	22 Friendship Drive, Sorell
Dwelling	Discretionary	65 Sweetwater Road, Midway Point
Dwelling (CT187084/42)	Discretionary	Spoonbill Loop, Sorell (CT187084/42)
Additions (Roofed Verandah)	No Permit Required	24 McKinly Street, Midway Point
Change of Use (Workers quarters to Visitor Accommodation)	Discretionary	593 Pawleena Road, Pawleena
Dwelling [CT187084/24}	Discretionary	20 Spoonbill Loop, Sorell
Dwelling	Discretionary	31 Shark Point Road, Sorell
Outbuilding	No Permit Required	49 Sandpiper Drive, Midway Point
Eight Lot Subdivision	Discretionary	6a and 8 Correa Street, Primrose Sands

The following is a summary of Refusals issued for November 2024.

No Refusals Issued for November 2024

PLANNING COMPLIANCE

During the month of November 2024, we received no new complaints that required further investigation.

Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec
-	2	2	2	2	0	0	1	2	1	0	

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

Notice of Intention Issued:	1
Enforcement Notice Issued:	1

SORELL PLANNING AUTHORITY (SPA)

The Sorell Planning Authority (SPA) met on the 26th of November 2024 and determined the following:

- Approval of a boundary adjustment at 93 Lewisham Scenic Drive (7.2024.23.1)



APPEALS

Item	Appeal Status
Approval of additions to dwelling at 59 Midway Point Esplanade	Directions scheduled for 18 December 2024
Approval of subdivision at 701 Arthur Highway, Forcett	Directions schedule for 9 December 2024

STRATEGIC PLANNING

Item	Status (* indicates update since prior month)
Attended Bream Creek Farmers Market with regional planning coordinator for consultation on State of Play document *	
State Planning Office (SPO) - Improving Residential Standards in Tasmania Project (General Residential Zone and Low Density Residential Zone).	Consultation process completed. Awaiting Outcome
Outer Hobart Residential Supply and Demand Study.	Complete. Public release pending
Statewide Planning Provisions – Ongoing Five Year Review	TPC hearings scheduled for hazard code changes
Tasmanian Planning Policies.	Approval Delayed
Regional Land Use Strategy Update.	State of Play public engagement underway

NATURAL RESOURCE MANAGEMENT

Following key activities were conducted:

- Invasive Weeds grants works underway.
- Free Cat desexing and microchipping extended to all Sorell municipality and progressing.
- Bridal Creeper project in final stages with Clarence Council.
- Various grassy invasive weeds control program underway.
- CERMP phase 2 for 15 outfalls design underway.
- Urban rivers project RFI updates progressing.
- Fire management plans and reserve management plans finalized and endorsed by Council.

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:

- 7.2022.4.1 - 3 Gate Five Road, Carlton River – Two Lot Subdivision
- 7.2024.6.1 - 22 Walker Street, Sorell – One Lot Subdivision

Developments under construction are as follows:

- 7.2020.22.1 - 17 to 25 Nugent Road, Sorell – 6 Lot Subdivision
- 7.2021.17.1 - Correa Street, Primrose Sands – 1 Lot Subdivision
- 7.2024.7.1 - 24 Clifton Drive, Sorell – One Lot Subdivision
- 5.2024.4.1 - 21 Clover Court, Carlton – Stormwater Main for Dwelling
- 7.2024.5.1 - 69 Weston Hill Road, Sorell – One Lot Subdivision

Developments Obtaining Practical Completion

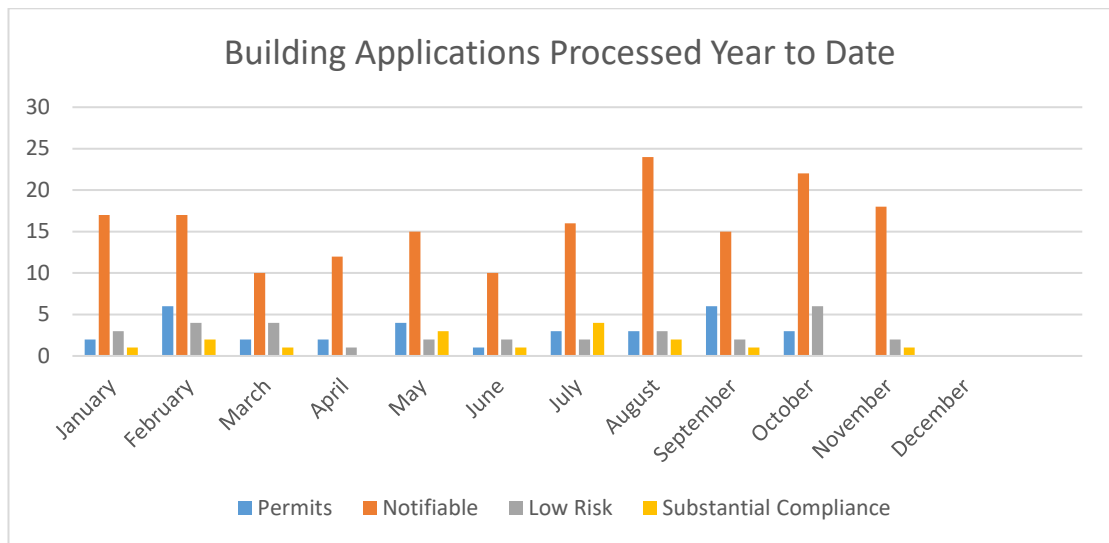
- 7.2020.6.4 - JAC Group, Midway Point

11.5 HEALTH AND COMPLIANCE – GREG ROBERTSON, MANAGER



BUILDING

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



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

- 0 Permits
- 18 Notifiable
- 2 Low Risk
- 1 Substantial Compliance



Property Address	Propose Use Of Building	Value Of Work
12 Muirfield Court, Midway Point (CT187500/142)	Dwelling	\$483,708.00
7 Bingham Street, Dodges Ferry	Dwelling	\$550,000.00
770 Brinktop Road, Orielson	Visitor Accommodation - Day Retreat	\$60,000.00
13 Spoonbill Loop, Midway Point (CT 187108/7)	Dwelling	\$427,000.00
37 Goodford Lane, Orielson	Solar Panel Installation	\$5,125.00
16 Miena Drive, Sorell	Dwelling	\$550,000.00
1a Pawleena Road, Sorell	Dwelling	\$278,000.00
16 Spoonbill Loop, Sorell (CT187106/26)	Dwelling	\$430,000.00
11 Wedgetail Street, Primrose Sands	Dwelling	\$189,000.00
19 Friendship Drive, Sorell	Dwelling	\$480,000.00
17 Toongabbie Street, Midway Point	Dwelling	\$35,000.00
55 Friendship Drive, Sorell	Dwelling	\$355,000.00
7 Jayville Rise, Forcett	Dwelling	\$331,000.00
40 Spoonbill Loop, Sorell CT187084/42	Dwelling	\$550,000.00
20 Return Street, Dodges Ferry	Dwelling, Carport, Pergola, Deck & Retaining Wall	\$280,000.00
56 Friendship Drive, Sorell	Dwelling	\$383,088.00
5 Toongabbie Street, Midway Point	Dwelling (Unit 2)	\$290,000.00
1 Shamrock Court, Carlton	Dwelling	\$389,000.00
26 Reynolds Road, Midway Point	Carport to Bedroom	\$50,000.00
43 Gordon Street, Sorell	Electric Sign Installation	\$5,500.00
571 Penna Road, Penna	Outbuilding	\$13,100.00

FEES WAIVED

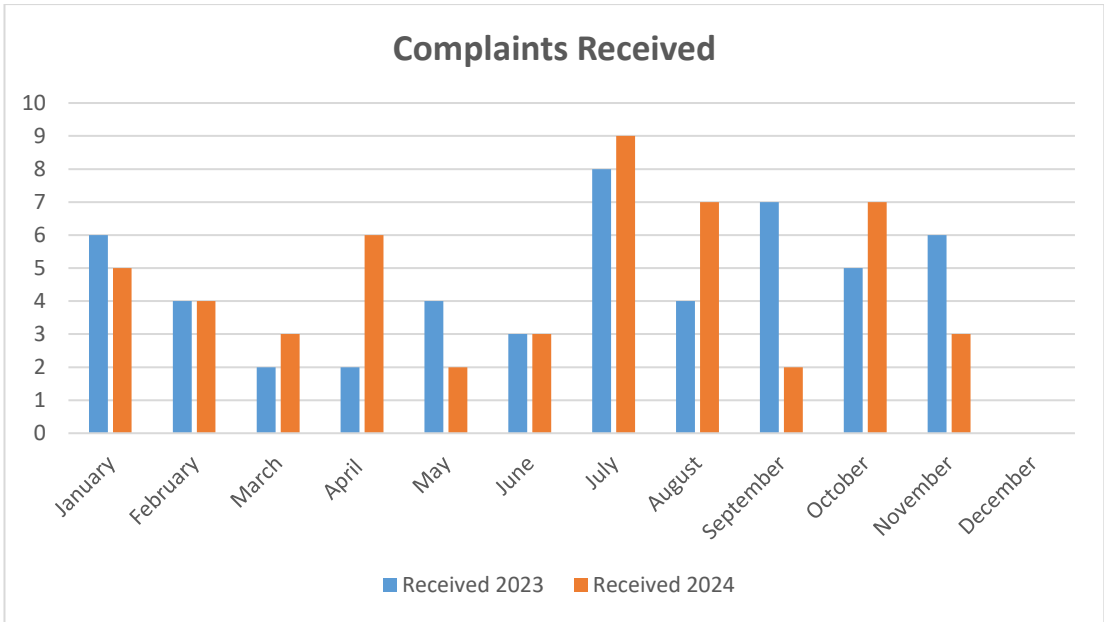
During the month of November 2024, there were no fees waived.

BUILDING COMPLIANCE

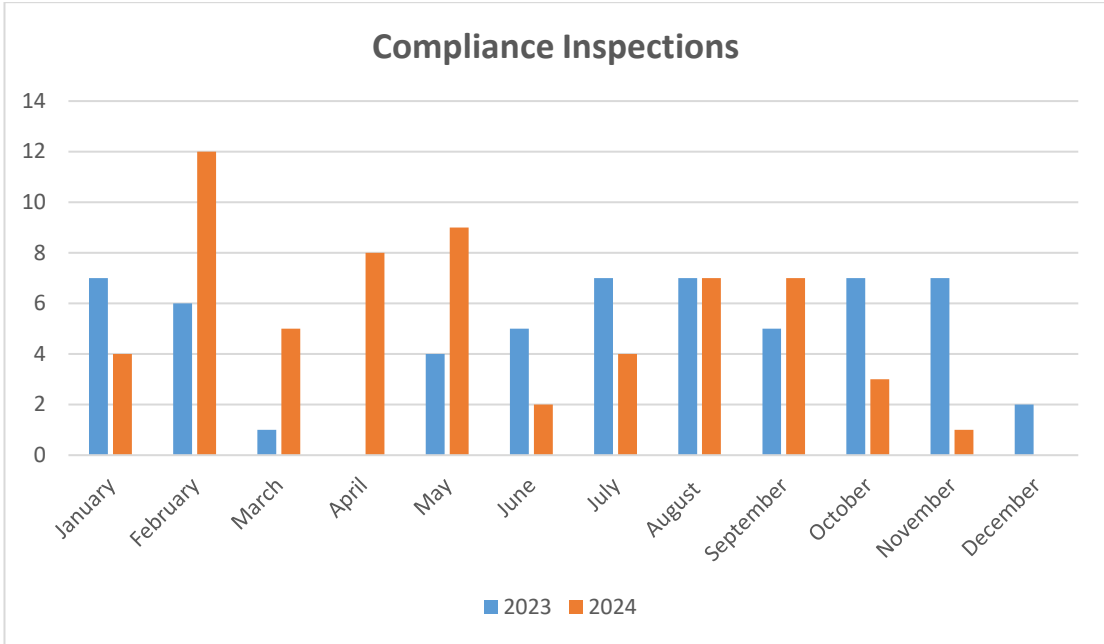
Council compliance officers are continuing to investigate and inspect any incoming complaints in relation to potential illegal construction of works on a weekly basis.

During the month of November 2024, we received 3 new complaints that required further investigation. 1 complaint did not require further investigation and was resolved in the month of November.





There was 1 on-site inspection completed for the month of November 2024.



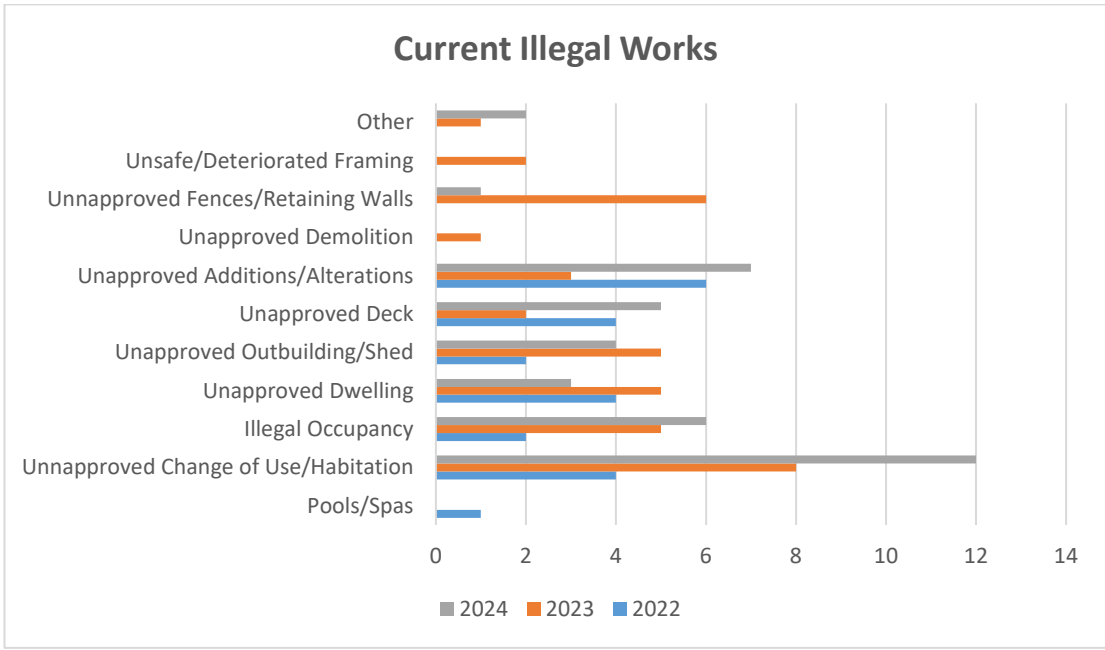
We often receive other incoming queries/complaints that do not require inspections that can be completed as they comply or are low risk work not requiring permits.

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

Building Notices issued:	1
Building Order issued:	1



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

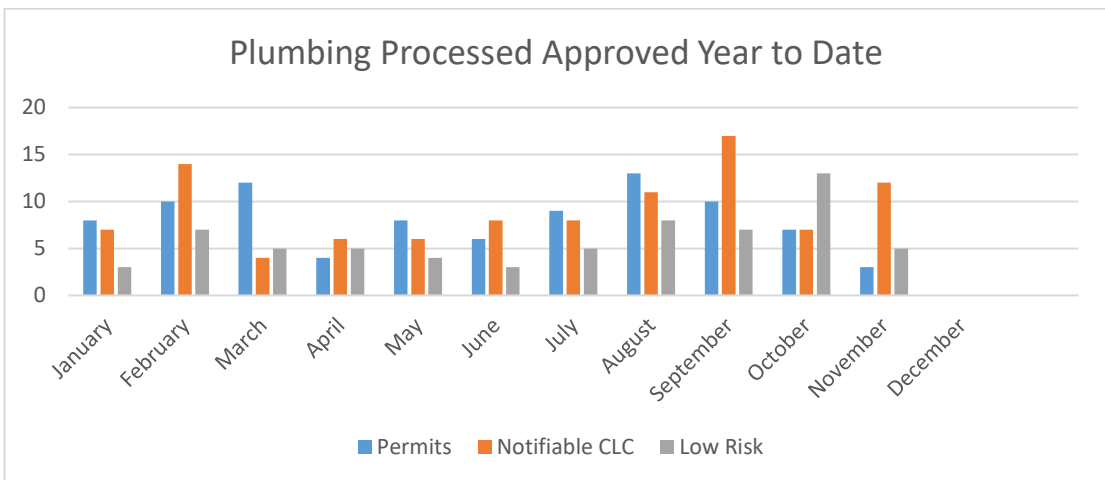


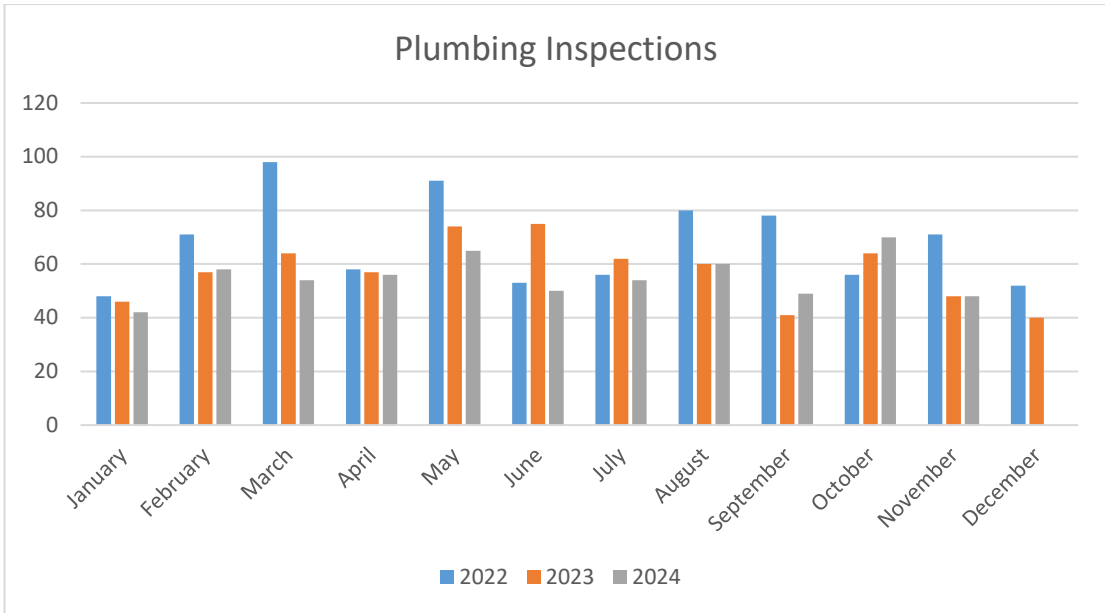
PLUMBING

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

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

- 3 Permits
- 12 Notifiable
- 5 Low Risk





In November, 48 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 November 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 Health & Compliance have dealt with two ongoing complaints about plumbing work that has been completed and subsequently identified as being defective. The rectification works have now been completed by the plumber.

ENVIRONMENTAL HEALTH

Building Act 2016

Onsite wastewater management assessments completed for Plumbing Permit applications, mostly in the Southern Beaches. Several designs received were non-compliant and had to be re-designed.

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 has obtained finance and is meeting the contractor in early December to plan the works.

Land Use Planning & Approval Act 1993

Development and subdivision application assessments completed including, a revised plan for a childcare centre in Sorell, unit development, re-zoning application, new houses and subdivisions in the Southern Beaches, (where the Southern Beach On-site Wastewater and Stormwater Special Area Plan applies) including several new subdivisions plans assessment to ensure compliance with permit conditions.

Several complaints were investigated about operation of businesses without a planning permit. Information from the investigation was sent to our planning staff.

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. 18 Food business safety assessments were conducted during November 2024, including three follow-up inspections to determine if required works from a previous inspection had been completed.

The Food Safety Supervisor requirements have been implemented at 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. All food businesses inspections are currently up to date.

3 new food business have been registered, including a food van and homebased businesses. Several enquiries have been received for new food businesses.

Public Health Act 1997

Renewal registrations for public health risk activities, regulated systems, private water suppliers and water carriers have been sent out and are being assessed. Two inspections of public health risk activities (tattooist) were completed.

Investigated a complaint about unhealthy housing involving accumulated rubbish and keeping of cats.

Completed 3 notifiable disease investigations (Salmonella), two were acquired overseas and the other was not linked to a local food producer.



Environmental Management & Pollution Control Act 1994 (EMPCA)

Noise, smoke, backyard burning and odour issues/complaints were received including, loud music, trail bikes, smoke from incinerators.

EHO has investigated an odour complaint from a food business, the owner has agreed to undertake works to reduce the nuisance to neighbours.

EPA Tasmania referred a complaint about illegal landfilling (clean fill) to Council for investigation. An inspection has been completed, and the investigation is ongoing.

Waste Management

1. The Fifth greenwaste wheelie bin collection commenced in November with a participation rate of 49% (number collections divided by the total number of eligible properties) which was similar to October (50%), September (41%) August (33%) and July (38%). In total 85 tonnes of greenwaste were collected, with low levels of contamination, tonnages were much lower than previous month, possibly due to greenwaste being drier. The greenwaste bins have proved to be more popular than the former monthly bulk greenwaste collection, the total monthly collection had an average participation rate of 14% and average tonnage of 44.

Veolia is now providing monthly reports on greenwaste, garbage and recycling collections. The October participation rate for garbage was 82% and 85% for recycling in October. 126 Tonnes of recycling (from Kerbside collections) was sent to the Recycling Processing Facility in Derwent Park. 334 Tonnes of kerbside collected garbage was delivered to the Copping Landfill.

2. Attended a meeting with Tomra Cleanaway the Network Operator of the Recycle Rewards (Container Refund Scheme) in relation to proposed refund points for Sorell, Dodges Ferry and Primrose Sands. Potential sites and the type of refund points were discussed.

3. Garage Sale Trail 2024 is now complete. 2 separate group sales registered that included car boot and market stalls. Group one with 20 stalls, and group 2 with 30 stalls. There were 10 individual stalls, and 1 street stall registered. A total of 61 sales registered in 2024, compared to 17 registrations total in 2023. The total items for sale across all sales was 16,461 Items for sale included art and craft, books, vinyl, clothing, homewares, kids' stuff, plants and gardening, sports equipment, tools, antiques, and much more. It was fantastic local group Okines Community House get involved. Registrations were spread across the municipality including Midway Point, Sorell, Orielton, Dodges Ferry, Carlton, Carlton River, and Primrose Sands. Council is currently seeking its own feedback from the event.

4. Attended the TasWaste (South) Forum at Sorell, the following items were discussed:



- TasWaste South Annual Report was presented, including education initiatives, cooperation with other regional groups, priority infrastructure and the Officer Group.
- TasWaste (South) update on activities:
 - Proposed 'bin composition audits'
 - Consultants appointed for regional infrastructure plan
 - Development of a regional hazardous waste (chemical) storage facility at Baretta Transfer Station
 - Finalising the regional litter management plan
 - Developing Rethink Waste to be the primary waste education provider. New education officer appointed
 - Co-ordination of organics collection in the southern region
 - UTAS sustainability student placement, preparing a report on waste management infrastructure
 - Greg Robertson spoke on the 'roll-out' of the green waste collection in Sorell

Street Stall / Public place permits

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

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. The consultant has identified potential suitable areas in the Dodges Ferry Recreation reserve for a new wastewater land application area. The locations are outside of the priority vegetation area included in the Reserve Management Plan, thus minimising impacts on the environmental values of the reserve.

TasWater and Department of Education will work with Council to finalise a proposed design before community consultation commences.

Southern Beaches On-site Wastewater and Stormwater Strategy

A survey for residents to complete has been released which includes questions about maintenance of on-site wastewater management systems (OWMS) and how concerned residents are about the impacts from OWMS and onsite stormwater.

The consultants preparing the strategy will commence during November/December 2024. An information session for residents will be held at Okines House in early December.

By-Laws

The RIS and proposed Public Places by-law have been advised for public comment, submissions close on 13 December 2024.



COMPLIANCE

Dogs on beaches

Council officers have stepped up periodic patrols of beaches outside of the restricted times in November educating members of the Public that restrictions commence on the 1st of December.

Consultation with an advertising agency has progressed to create an educational animated film clip promoting predominately behaviour of dogs on beaches and areas where dogs must be on leads and hopefully a draft version will be available for consideration shortly.

The aim of this clip is to assist officers to conduct education through schools and promote via social media outlets and appear via QR codes on Council signage.

Dog attacks

Council officers investigated 2 dog attacks on people and 2 attacks on other dogs.

One owner of a dog received an abatement notice for their dog attacking another dog with conditions requiring the dog to be on a lead and muzzled when in walked in a public place.

Dogs at Large / Fines and impounded

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

Compliance Officers continued to engage with dog walkers, issuing fines when necessary to those with dogs off-lead on footpaths. In accordance with the *Dog Control Act 2000*, dogs must be kept on a lead on all roads and road-related areas within built-up area, including footpaths, roads, nature strips, and car parks, unless a designated off-lead area has been declared by Council.

Planning Compliance

1 Complaint was received and investigated.

Parking

Compliance Officers continued to deal 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.

Noise Complaints including Dog Barking and Poultry

Councils Compliance Officers dealt with 6 barking dog complaints and rooster crowing complaints. 4 roosters were relinquished to Council.

Littering

No littering investigations were conducted through November.

Caravans

4 Caravan Licence Applications were received as a result of compliance inspections and letters that were sent to landowners who had caravans identified on their land.

Fire Hazards

Fire hazard inspections of private land were completed during November and abatement notice are being issued. Generally, inspections found that many vacant blocks had already been cleared.

11.6 INFRASTRUCTURE AND ASSETS – JULIE MANN, MANAGER

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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 – ongoing. Will be contacting property owner upon their return in mid-December.
- Junction Street, Dodges Ferry – Footpath renewal - Design commenced (internal).
- 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.
- Jacobs Court, Dodges Ferry upgrade with associated drainage works.
- Delmore and White Hill Road Intersection upgrade. Geotech investigation quotation requested, UDM will be carrying out GPR survey to assist in the reconstruction design.



- Southeast Sports Complex – drainage works, materials quotation received from TEFCO.
- Shark Point Road and Penna Road Reconstruction surveys complete. Design procurement underway shortly.

Capital Works construction projects within the procurement process.

- Reseals program Tender has closed, negotiations with preferred tenderer are underway.
- Parnella Road awaiting responses, due back early December.
- Sorell Main Road the vicinity of #'s 81 and 83 (School Grounds) flood retention and pipework. Progressing with property owners' approvals. Preparing RFQ.
- Oak Street Reconstruction tender has closed, recommendation due to Council December 2024.
- Allambie Road reconstruction Tender has closed, negotiations with preferred tenderer are underway.
- Awaiting start date for Erle Street stormwater pipe Relining works (Nu-Jet) Pre-Christmas
- Webb Street, Dodges Ferry, Road Safety works, Black Spot Funding (Grant) looking at pre-Christmas installation of CAMS & bollards.

Capital Works Under Active Construction:

- Erle Street, Carlton, stormwater drainage project - completed.
- Re-sheet Program – 2024/25 commenced, expected completion date late February 2025, ongoing.

Safer Rural Roads Program

- Kellevie Road project detailed Engineering Survey for Planning and Design due to be completed in early December. Proposal approved by DSG late November. Vegetation and tree clearing on site has been successfully completed providing vastly improved visibility. Out to tender Pre-Christmas, Culvert components and guard rail requirements to be ordered for delivery to site when contractor on site.

CAPITAL WORKS - LAND IMPROVEMENTS AND BUILDINGS

Footpaths

- Red Ochre Beach Access – Local indigenous community groups have had another meeting with Council – Still waiting for advice on preferred course of action and THC approval – no change.
- Sorell Streetscape
 - More seating, trees and bins will be installed during November/December.
 - Designs for areas adjacent to Live Eat for seating and protective barriers is continuing.

Vulnerable Road User Program



- Gate Five Rd – Construction of the concrete footpath has commenced.

BUILDINGS

Train Shed

- Perimeter fencing – no change.
- Screening and hedge style plantings to be installed along the rear fence to properties in Cole St – No change.

Southeast Jobs Hub

- Works progressing well.
 - Wall frames have been installed.
 - Structural steel (columns and beams) has been installed.
 - Roofing trusses have been installed.
 - Power supply to Jobs Hub to be from Dubs and Co with installation of conduit for potential expansion of Community Precinct.

Sorell Memorial Hall

- Development application has been lodged with Council.
- Engaging with consultants to get detailed design completed ASAP – Preference is to advertise the tender prior to Christmas.
- Quote received and awarded for air conditioning/ control unit to the existing Historical Society room.
 - Historical Society have been informed that the works will be taking place.

PARKS AND RESEERVES

Dodges Ferry Skate Park

- The design is nearly complete and will be sent for quotes shortly - no change

Madison Lyden Park

- Preliminary design for amenities block and car parking have commenced – no change

Pembroke Park – BMX Track

- Cages for the light towers to be installed in December.
- Lights and towers have been ordered and expected delivery in December.

ASSETS, GIS & ICT UPDATES

- Q1 capitalisation finalised in Assetic



- Stadium floorboards on Court 1 damage – Patterson's (insurance building comp.) want to do some test holes/ squares to investigate in more detail the extent of damage.
- Spatial data preparation for road condition survey in January
- Various surveys using in-house GPS
- Cyber risk review with Techquity

New on-boarding methodology with Techquity for laptop roll out and increasing end-user security.

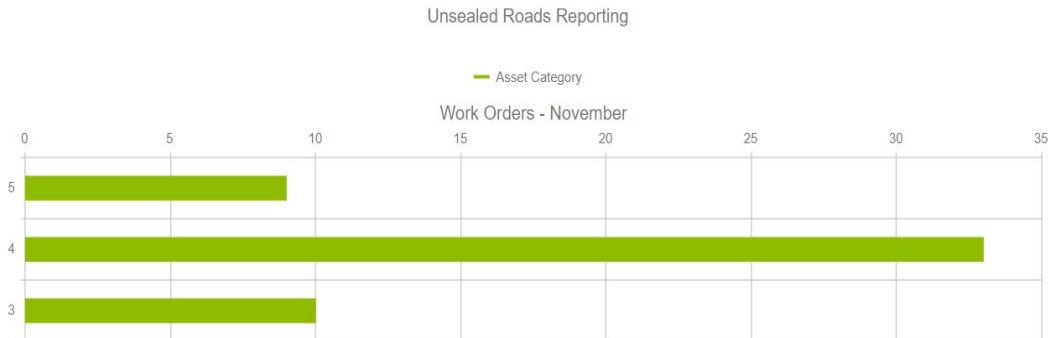
11.7 ROADS AND STORMWATER -DAVID REARDON, MANAGER



Road Maintenance and Repairs

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

Unsealed Road Crew



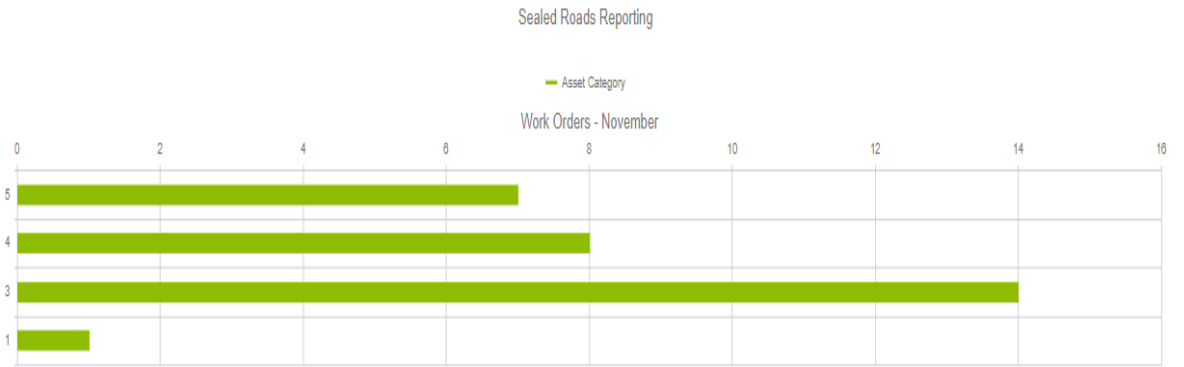
- Grading on Wibar Street, Cruddah Street, Primrose Sands shop/ beach access, Primrose Sands beach access, Boat House Rise, Knight's Road, Garry Street and Lewisham boat ramp/ jetty access.
- Potholing on Acacia Street, Veronica Street, Hakea Street and Bream Creek Road.
- Vegetation Control on Shrub End Road, Nugent Road, Bream Creek Road and Primrose Sands beach access.

Roadside Furniture

- Signs/Guideposts on Valley Field Road Pine Court.

Sealed Road Crew





- Potholes on Pawleena Road, Sugarloaf Road, Nugent Road, Nash Street, Old Forcett Road, Bally Park Road, Fulham Road, Kellevie Road, and Somerville Street.
- Asphalt Shoulders on Florence Street.
- Vegetation Control on Lewisham Scenic Drive, Carlton River Road, White Hill Road, Old Forcett Road, Primrose Sands Road, and Nugent Road.

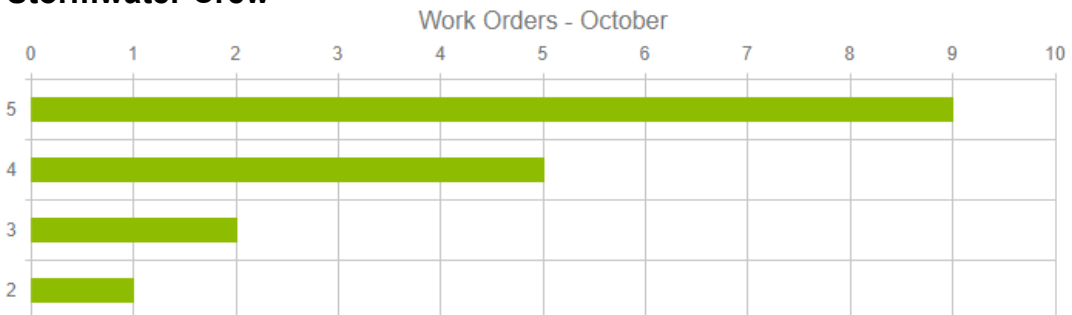
Inspections carried out

- Sorell Footpaths
- Sorell Roads
- Lewisham Roads
- Forcett Roads
- Major Roads
- Dunalley Roads
- Dodges Ferry Roads
- Carlton Roads
- Primrose Sands Roads

Roadside Furniture

- Signs/Guideposts on Carlton Beach Road, Brown Hawk Road, Forcett Street, Albert Court, and Mercer Court.
- Footpath Maintenance on Lewisham Scenic Drive, Old Forcett Road, Gordon Street, and Tasman Highway.

Stormwater Crew

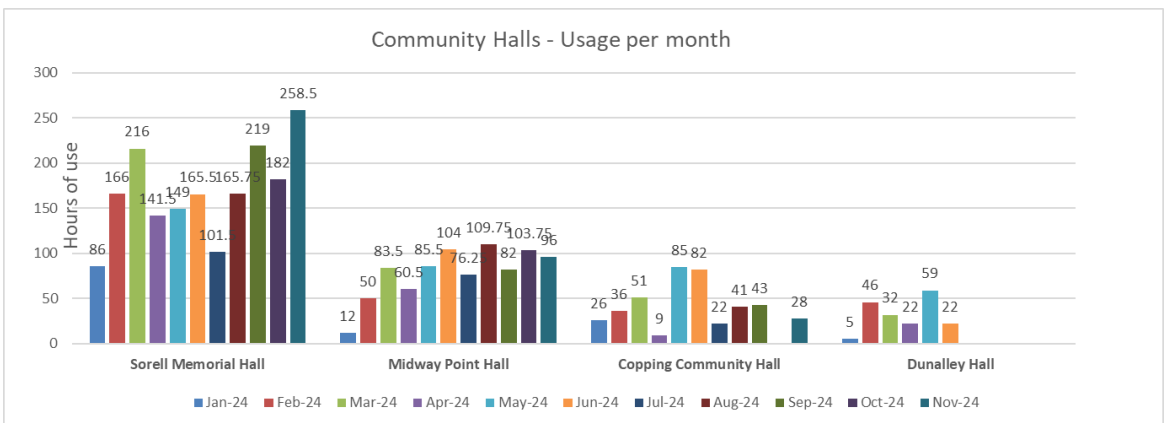
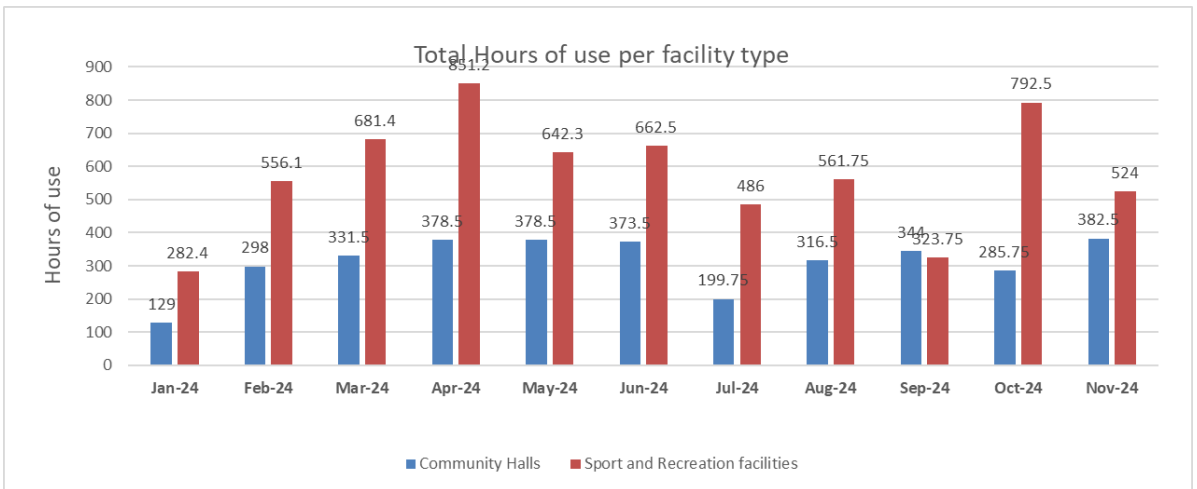


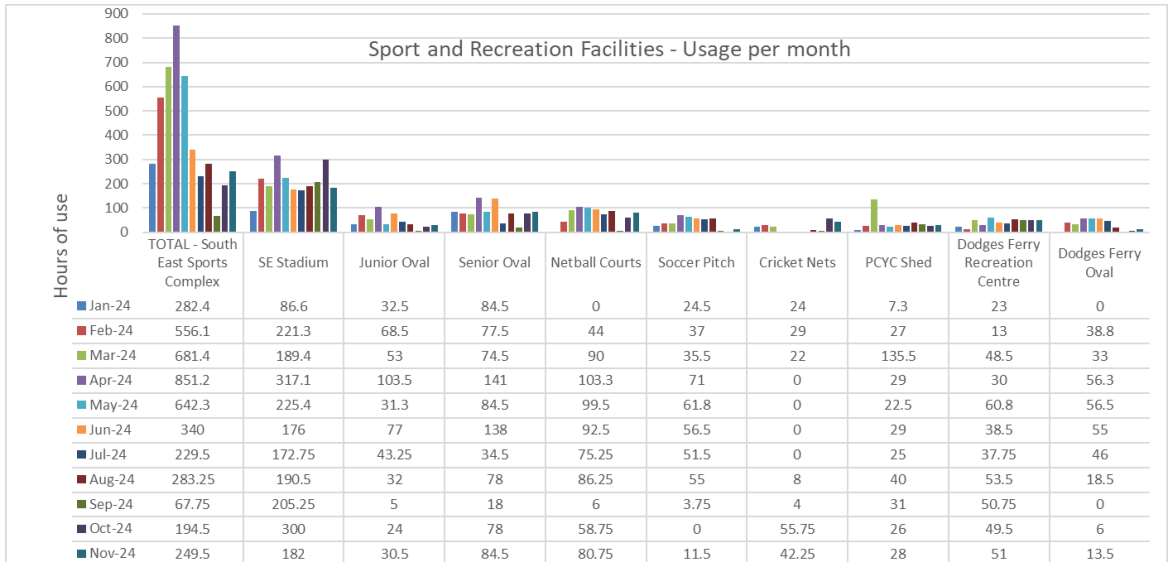
- Clean Drains on Pennington Drive, Mary Street, Junction Street, Hilltop Place, Wattle Road, Gully Road, Tiger Head Road, Renmore Court, Lewisham Scenic Drive, Lakeland Drive, Lewisham Scenic Drive, Old Forcett Road, and at the RV Park.
- Clean Pits on Paneminner Street.
- Inspect Lake Vue Parade.
- Routing in Zone 1, Zone 2, and Zone 3.

11.8 FACILITIES AND RECREATION



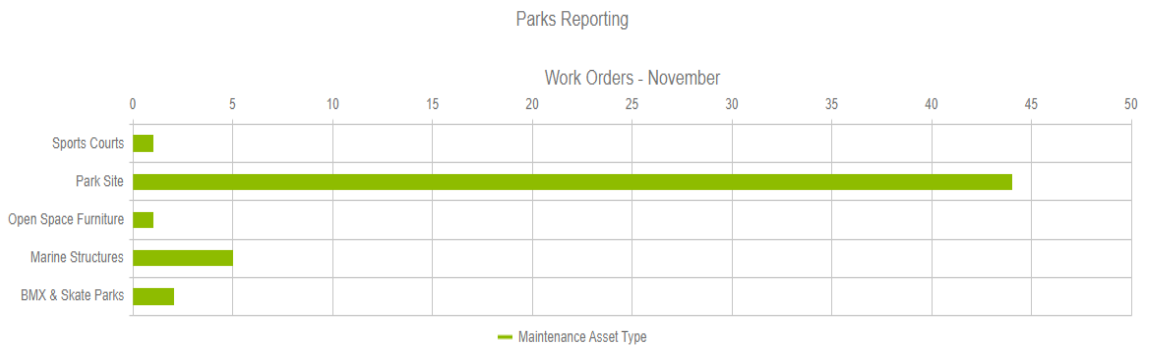
FACILITY USAGE





LAND IMPROVEMENTS

- Tree work – Various locations
- Ongoing mowing and maintenance for Parks, Reserves and Walkways.
- CRM's.
- Remove various lots of graffiti
- Repair irrigation – Dunalley & Pembroke Park



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 – November 24		
Location	Vandalism related repairs	Reactive maintenance
Sorell	3	16
Midway Point	1	3
Dodges Ferry	2	1
Carlton	0	1
Primrose Sands	0	2
Dunalley	1	2
Copping/Marion Bay/Kellevie	0	1

Overall vandalism and reactive events per month by month		
Month	Vandalism related repairs	Reactive maintenance
Oct-23	12	16
Nov-23	5	18
Dec-23	4	19
Jan-24	8	37
Feb-24	4	37
Mar-24	5	18
April-24	4	43
May-24	9	37
June-24	3	47
July-24	12	60
August-24	8	24
Sep-24	10	32
Oct-24	9	35
Nov-24	7	26

12.0 PETITIONS STILL BEING ACTIONED



Petition	Tabled at Council Meeting	Status
Withdrawal of the Blue Lagoon Draft Management Plan	18 th July 2023 ordinary Council meeting – S.58(2) LGA 1993.	Council laid the matter on the table for further consultancy on review and options assessment for stormwater management at Blue Lagoon. Variation to the operating budget approved at August 2023 Council meeting to facilitate this - \$50k.



		<p>Final consultant reports received April 2024.</p> <p>Council staff continue to progress matters with Red Handfish research team (NHRT) in first instance through exchange of consultant reports, development of an interim water level management SOP and ongoing engagement prior to determining further actions.</p> <p>Exchange of all project materials expanded to relevant state and federal agencies.</p> <p>Engagement with NRM EAG has also occurred.</p> <p>Alternative permanent outfall design exiting at Boat Ramp commenced.</p>
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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 26th November 2024 be noted."

15.0 GOVERNANCE



16.0 INFRASTRUCTURE AND ASSETS



17.0 COMMUNITY RELATIONS



17.1 COMMUNITY GRANTS PROGRAM

RECOMMENDATION

"That Council approve a grant application for the Jazz by the Sea event under the 2024-2025 Community Grants Program as per the following report."

Introduction

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

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



These may include, but are not limited to:

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

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

Strategic Plan

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

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

Operational Plan

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

Policy

Community Grants Policy.

Asset Management Implications

NIL

Risk Management Implications

NIL

Community Implications

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

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



REPORT

Council received one Community Grant Application from –

- Jazz by the Sea – a request for \$850 towards costs associated with holding the event.

The application was discussed by Council at their workshop on 3 December 2024. All Councillors were in attendance, aside from Councillors Torenus, Miro Quesada Le Roux and Larkins.

This application is now presented to Council for approval.

STACEY GADD**Manager Community Relations**

Date: 4 December 2024.

18.0 FINANCE**18.1 2024-2025 CAPITAL BUDGET ADJUSTMENTS****RECOMMENDATION**

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

Capital expenditure to the end of November 2024 is \$4,591,419 (as per Capital Works Budget run on 2 December 2024).

The following Capital Budget adjustments have been requested in December 2024.

Below is a summary of the requested adjustments.

Original Budget approved in June 2024 Council meeting	\$16,986,295
Budget approved in November 2024 Council meeting	\$17,473,405
Budget adjustments requested for approval in December 2024 Council meeting:	
Total adjustments on capital jobs with variances of over 10%	\$0
Total adjustments on completed capital jobs with variances of over 10%	-\$34,135



Total adjustments on new capital jobs	\$49,008
Budget requested for approval in December 2024 Council meeting	\$17,488,278

Below is a detailed explanation of the requested adjustments.

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

Job Name and No.	Approved Budget	Adjusted Budget	Adjustment
C-25-LI-005 Dunalley Canal Walkway Pool Fencing			-\$2,505
C-23-LI-002 Primrose Sands Tamarix Road Gravel Path			-\$31,630
Total Adjustments	\$111,958	\$77,823	-\$34,135

- C-25-LI-005 Dunalley Canal Walkway Pool Fencing – The actual cost of fencing was less than originally estimated.
- C-23-LI-002 Primrose Sands Tamarix Road Gravel Path – Encroaching property boundaries were discovered. The width of the path had to be reduced in places.

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

Job Name and No.	Approved Budget	Adjusted Budget
C-25-T-018 Bream Creek Road Repair Works	\$0	\$49,008
Total Adjustments	\$0	\$49,008

- C-25-T-018 Bream Creek Road Repair Works – Repair works required for Bream Creek Road. Details per memo approved in November Council meeting.

The following capital job has a variance of greater than 10% or is expected to have a variance of greater than 10% in the 2024/2025 financial year, but an adjustment will not be made this month:



- C-25-P-005 Waste Bins – Additional Bins – Additional general waste bins, recycle bins, and green waste bins were required as a result of new properties built, extra requests of bins received and replacement of bins. This type of bin expenditure will continue to be incurred on a monthly basis throughout the financial year. This treatment of bin expenditure has changed this financial year, due to a change to the waste management contract. Finance, Assets/GIS, and Waste Management staff are working together to decide the best treatment of these costs. Once a decision is made an adjustment will be put to Council for approval.

ATTACHMENTS

- a) Capital Works Budget for the period ending 30 November 2024 (Pages 11)

STEPANIE PERRY
MANAGER FINANCE

SCOTT NICOL
FINANCIAL ACCOUNTANT

SALLY FANG
ACCOUNTANT

Date: 03 December 2024
Attachments (11 pages)



2/12/2024		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
LAND					
TOTAL Land 2024/25		\$ -	\$ -		
CARRY OVERS - LAND					
Pawleena, Pawleena Road and Arthur Highway Roundabout	Land acquisition costs.			\$ -	\$ -
TOTAL Carry Overs - Land		\$ 34,000	\$ 34,000		
LAND IMPROVEMENTS (PARKS & RESERVES)					
Midway Point, Brady Street - Billy Kessarios Memorial Park	Table and seat.			\$ -	\$ -
Primrose Sands, Community Hall	Benches, footbridge and garden beds.			\$ -	\$ -
Sorell, Rose Gardens	Bin at bus stop near the rose gardens.			\$ -	\$ -
Dodges Ferry, Boat Park	Perimeter Fence - approx. 300m replace wire fencing with 1.2m pool fencing and gates.			\$ 39,157	\$ -
Dunalley, Canal	Walkway pool fencing.			\$ 12,495	\$ -
Municipality - Various	Minor capital jobs for ad hoc renewals (e.g. shade sail, seating or bins).			\$ -	\$ -
Midway Point, Flyway Island Park	Bike Rack			\$ 1,119	\$ -
Dodges Ferry, Dodges Ferry IGA	2 x Bench Seats			\$ 941	\$ -
Sorell, Pembroke Park	BMX track, lighting.			\$ 16,042	\$ -
Dodges Ferry, Rec Reserve	Skate park upgrades.			\$ -	\$ -
Sorell, Pembroke Park & Dodges Ferry Rec Reserve	Goal nets behind senior oval x 2 & DF ground x 2 - 25m x 9m.			\$ -	\$ -
Sorell, Pembroke Park	Goal net behind soccer oval x 1 - southern end - 70m x 9m.			\$ -	\$ -
Sorell, Pembroke Park	Soccer perimeter fence - 480m long x 1.2m high.			\$ -	\$ -
Sorell, Pawleena Road	Carpark for POS / Lyden Park off Pawleena Rd frontage.			\$ -	\$ -
Sorell, Pawleena Road	Irrigation for 3 x Open Space areas - Stage 1 dog/general.			\$ -	\$ -
Sorell, Whitelea Court	POS lot - fencing.			\$ 3,295	\$ -
Sorell, Pembroke Park	Lockable rubbish bin enclosure.			\$ 14,655	\$ -
TOTAL Land Improvements (Parks & Reserves) 2024/25		\$ 698,618	\$ 694,618		



2/12/2024		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
CARRY OVERS - LAND IMPROVEMENTS (PARKS & RESERVES)					
Dodges Ferry, Red Ochre Beach	Foreshore access steps.			\$ 676	\$ -
Primrose Sands, Tamarix Road	Nerine Street to Carlton Bluff Road. Gravel path at 1.5 m wide x 580 m length.			\$ 65,328	\$ -
Sorell, Sorell Memorial Hall	RSL memorial wall.			\$ -	\$ -
Sorell, 12 Tarbook Court	Boundary adjustment and new fence.			\$ 1,874	\$ 7,100
Primrose Sands, Primrose Sands Hall	Playground equipment with re-aligned fencing.			\$ -	\$ -
Penna, Penna Beach	Gravel path extension. 430 m link track at 1.5 - 2.0 m wide across. TW land to existing car park track, including bridge.			\$ 22,198	\$ -
Sorell, Miena Park	250m link track at 1.5 metre wide behind Chromy Sub as Stage 1.			\$ 70,466	\$ 73
Sorell	Streetscape upgrades. Stage 4 (a).			\$ 263,696	\$ -
Sorell, Pembroke Park	Irrigation. TW conformance upgrade required - new backflow prevention device - high hazard.			\$ -	\$ -
TOTAL Carry Overs - Land Improvements (Parks & Reserves)		\$ 565,021	\$ 567,258		
BUILDINGS					
Dunalley, Canal	BBQ shelter.			\$ -	\$ -
Depot	Depot toilet block.			\$ -	\$ -
Sorell, Pawleena Road	Toilet for POS / Lyden Park - triple cubicle DDA & change table.			\$ -	\$ -
Midway Point, Malunna / LGT child care centre	Kitchen renewal / replacement to comply with food standards.			\$ -	\$ -
TOTAL Buildings 2024/25		\$ 389,000	\$ 389,000		



2/12/2024		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
CARRY OVERS - BUILDINGS					
Sorell, BEST / SE Jobs Hub & Training Facility	BEST / SE Jobs Hub & Training Facility.			\$ 850,910	\$ 1,745,426
Sorell, Pembroke Park	Scope and design to re-purpose old football change rooms plus netball concrete toilets / change room.			\$ -	\$ -
Sorell, Sorell Memorial Hall	Extension for Historical Society storage, including change rooms and toilets.			\$ 11,650	\$ 36,840
Sorell, Carriage Shed	Mandatory features for occupancy, including glass entrance, plus design, brackets, project management fees and site surrounds.			\$ 63,321	\$ 4,285
Total Carry Overs - Buildings		\$ 4,376,000	\$ 4,420,529		
LEASEHOLD IMPROVEMENTS					
Copping, 20 Marion Bay Road	Land easement costs (survey, AC fees, land title fees, valuation) for already completed works.			\$ -	\$ -
TOTAL Leasehold Improvements 2024/25		\$ 10,500	\$ 10,500		
PLANT & EQUIPMENT					
CAC & Depot	Light fleet replacement.			\$ 57,425	\$ -
Depot	Portable traffic lights x 1 set.			\$ -	\$ -
Depot	Stormwater CCTV camera (seca airHD).			\$ -	\$ -
CAC	Waste Bins - Additional Bins			\$ 22,685	\$ -
TOTAL Plant & Equipment 2024/25		\$ 260,500	\$ 265,234		
CARRY OVERS - PLANT & EQUIPMENT					
CAC & Depot	Light fleet replacement.			\$ 91,761	\$ 1
Depot	Fleet management GPS tracking and dashcam deployment (17 light fleet & 6 heavy fleet (trucks)).			\$ -	\$ -
TOTAL Carry Overs - Plant & Equipment		\$ 160,670	\$ 160,670		



2/12/2024		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
FIXTURES, FITTINGS & FURNITURE					
Midway Point, Midway Point Hall	Heat pump installation.			\$ 14,734	\$ -
TOTAL Fixtures, Fittings & Furniture 2024/25		\$ 16,800	\$ 14,734		
COMPUTERS & TELECOMMUNICATIONS					
CAC & Depot	iPads x 12.			\$ -	\$ -
Sorell, Pembroke Park Stadium	PA system.			\$ -	\$ -
TOTAL Computers & Telecommunications 2024/25		\$ 27,000	\$ 27,000		
CARRY OVERS - COMPUTERS & TELECOMMUNICATIONS					
CAC	Fibre connection & hardware to Emergency Hub (for the purpose of CCTV footage direct to the Police).			\$ -	\$ -
CAC	PC and monitor renewal project for all staff (excluding the engineering department).			\$ 121,065	\$ -
CAC, Depot, & Midway Point	Security system integration renewal - scoping and design only.			\$ -	\$ -
TOTAL Carry Overs - Computers & Telecommunications		\$ 165,000	\$ 165,000		
RECONSTRUCTION (ROADS)					
Forcett, Delmore Road / White Hill intersection	Partial reconstruction and reseal.			\$ 3,475	\$ 3,000
Orielton, Allambie Road	Reconstruction with chip seal surface			\$ 5,436	\$ -
Primrose Sands, Oak Street	Reconstruction with chip seal surface			\$ 7,129	\$ -
Forcett, Edith Close	Potential reconstruction - further investigation required to determine treatment).			\$ -	\$ -
Sorell, BEST / SE Jobs Hub & Training Facility	Dubs & Co Drive on street parking x 20 spaces.			\$ -	\$ -
Kellevie, Kellevie Road	Corner widening, stabilisation and guard rail.			\$ 15,234	\$ 26,340
Pawleena, Pawleena Road	Road widening - widen 900m section.			\$ -	\$ -
Bream Creek, Bream Creek Road	Bream Creek Road repair works.			\$ 2,500	\$ 35,419
TOTAL Reconstruction (ROADS) 2024/25		\$ 2,332,499	\$ 2,332,499		



2/12/2024	SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025				
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
CARRY OVERS - RECONSTRUCTION (ROADS)					
Dodges Ferry, Payeena Street	Near Carlton Beach Road junction. Formalise verge parking - seal, line mark, drain.			\$ -	\$ -
Primrose Sands, Primrose Sands Road and Grevillea Street	Design and reconstruction. Primrose Sands Road with AC surface and Grevillea Street with chip seal surface.			\$ 28,746	\$ -
Forcett, 532 Wiggins Road	Road widening. Land acquisition cost only.			\$ 116,047	\$ 5,500
TOTAL Carry Overs - Reconstruction (Roads)		\$ 109,500	\$ 250,246		
RESHEETING					
Boomer Bay, Bay Road	7 segments, 100mm new gravel.			\$ 991	\$ -
Bream Creek, Bream Creek Road	9 segments, 100mm new gravel.			\$ 916	\$ -
Marion Bay, Marion Bay Road				\$ 166	\$ -
Kellevie, Kellevie Road	9 segments, 100mm new gravel.			\$ 333	\$ -
Kellevie, Burdons Road	2 segments, 100mm new gravel.			\$ 83	\$ -
Kellevie, Woods Road	5 segments, 100mm new gravel.			\$ 416	\$ -
Kellevie, Woolleys Road	4 segments, 100mm new gravel.			\$ 333	\$ -
Pawleena, Hillcrest Road	3 segments, 100mm new gravel.			\$ 83	\$ -
Forcett, Hetherbell Road				\$ -	\$ -
TOTAL Resheeting 2024/25		\$ 912,662	\$ 912,662		



2/12/2024	SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025				
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
RESEALS					
Forcett, White Hill Road	Reseal with significant prep required.			\$ -	\$ -
Penna, Brinktop Road	Reseal with box out prep required.			\$ 92,053	\$ -
Boomer Bay, Bay Road	Prep and spray seal.			\$ 50,806	\$ -
Dunalley, Booth Street	Prep and spray seal.			\$ 9,360	\$ -
Dunalley, Florence Street	Prep and spray seal.			\$ 3,707	\$ -
Nugent, Nugent Road	Prep and spray seal.			\$ 19,469	\$ -
Lewisham, Mary Street	Prep and spray seal.			\$ -	\$ -
Forcett, Jayville Rise	Prep and spray seal.			\$ 2,427	\$ -
Forcett, Delmore Road	Prep and spray seal.			\$ 12,833	\$ -
Dunalley, Ryans Lane	Prep and spray seal.			\$ -	\$ -
Forcett, Alomes Road	Prep and spray seal.			\$ 11,206	\$ -
Forcett, Matthews Road	Prep and spray seal.			\$ 7,813	\$ -
Forcett, Grierson Drive	Prep and spray seal.			\$ 3,339	\$ -
Carlton, Riviera Drive	Prep and spray seal. (asphalt turning head).			\$ 18,720	\$ -
Sorell, Wolstenholme Drive	Prep and spray seal.			\$ 976	\$ 7,272
TOTAL Reseals 2024/25		\$ 857,209	\$ 857,209		



2/12/2024		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
FOOTPATHS & CYCLEWAYS					
Dodges Ferry, Bally Park Road	Asphalt renewal.			\$ -	\$ -
Midway Point, Raynors Road	Concrete renewal.			\$ 61	\$ -
Carlton, Carlton Beach Road	Line marking or barrier posts in carpark to delineate footpath.			\$ -	\$ -
Sorell, BEST / SE Jobs Hub & Training Facility	Surrounding works, including landscaping.			\$ -	\$ -
Midway Point, Penna Road	Penna Road pedestrian footpath and refuges.			\$ -	\$ -
TOTAL Footpaths & Cycleways 2024/25		\$ 591,809	\$ 591,809		
CARRY OVERS - FOOTPATHS & CYCLEWAYS					
Dodges Ferry, Bally Park Road and Junction Street	Asphalt footpath renewal. Renewal of footpath from Carlton Beach Road to Bingham Street- 1.5m asphalt; and Bally Park Road Asphalt renewal.			\$ 122	\$ -
Carlton, Carlton Beach Road	Renewal of footpath from Park Beach access to East Street - 1.3m asphalt.			-\$ 78	\$ -
Midway Point, Brady Street, Midway Street & Suncrest Street	Renewal of footpath - Brady Street 1.3m concrete. From Reynolds Road to Flyway Park - 1.3m concrete. 1.5m concrete, to access the bus stop and Midway Point Neighbourhood House (includes 5 x kerb ramps and stormwater lids).			\$ 290,738	\$ 187,595
Carlton, Carlton River Road	Path and guard rail from bus stop to Gate Five Road.			\$ 76,874	\$ 37,118
TOTAL Carry Overs - Footpaths & Cycleways		\$ 1,024,474	\$ 1,024,474		



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



2/12/2024		SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025			
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
CARRY OVERS - STORMWATER					
Primrose Sands, 17 Robinia Street and 5 Rowan Avenue	Kerb and channel, pit and pipe.			\$ -	\$ -
Carlton, Shamrock Court	Stormwater outfall remediation.			\$ -	\$ -
Lewisham, Whitlam Court	Stormwater upgrade design and construction.			\$ 999	\$ -
Carlton, Erle Street	Stormwater upgrade.			\$ 197,519	\$ -
Dodges Ferry, Seventh Avenue	Installation of box culvert.			\$ 1,494,844	\$ -
Southern Beaches, Coastal Outfalls	Coastal & Estuarine Risk Mitigation Project (CERMP Grant). Upgrade stormwater and outfalls, rehabilitation, protection coastal estuary, weed control, improve ecological and hydrological study.			\$ 365,036	\$ 122,800
Southern Beaches, Blue Lagoon	Coastal & Estuarine Risk Mitigation Project (CERMP Grant). Upgrade stormwater and outfalls, rehabilitation, protection coastal estuary, weed control, improve ecological and hydrological study.			\$ 1,447	\$ 13,960
Southern Beaches, Carlton Estuary	Coastal & Estuarine Risk Mitigation Project (CERMP Grant). Upgrade stormwater and outfalls, rehabilitation, protection coastal estuary, weed control, improve ecological and hydrological study.			\$ 2,562	\$ -
Municipality - Various	Grate replacement - various roads.			\$ -	\$ -
Sorell, Main Road	Stormwater pipe and pit			\$ 624	\$ -
Promrose Sands, Grevillea Street	Grevillea Street Stormwater Upgrade			\$ 500	\$ -
TOTAL Carry Overs - Stormwater		\$ 3,358,861	\$ 3,659,791		
OTHER TRANSPORT					
Dodges Ferry, Carlton Beach Road	Bus stop upgrade at 35 Carlton Beach Road.			\$ -	\$ -
Sorell, Park & Ride	Bus stop upgrade.			\$ -	\$ -
TOTAL Other Transport 2024/25		\$ 187,520	\$ 187,520		



2/12/2024	SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025				
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
CARRY OVERS - OTHER TRANSPORT					
Dodges Ferry, corner of Carlton Beach Road and Webb Street	Installation of bollards and chevron alignment markers to highlight the curve to westbound motorists.			\$ -	\$ -
Municipality - Various	Replacement signs for rural towns / districts / areas.			\$ -	\$ -
TOTAL Carry Overs - Other Transport		\$ 55,000	\$ 55,000		
PRELIMINARY WORK IN 2024/25					
Penna, Shark Point Road	Geotech, survey and design for potential reconstruction.			\$ -	\$ 6,500
Midway Point, Penna Road	Geotech, survey and design for potential reconstruction.			\$ -	\$ 9,500
Dodges Ferry, Carlton Beach Road - Raprinner to East Street	Survey provision - gravel path @ 1.8m wide x 1800m.			\$ -	\$ -
Dodges Ferry Recreation Reserve OR 7th Avenue internal POS lot	Design / comms / DA provision - potential pump track.			\$ -	\$ -
Lewisham, Scenic Drive - Quarry Road to Gregory Street	Survey provision - gravel path @ 1.5m wide x 780m.			\$ -	\$ -
Primrose Sands	Survey provision - Stage 2 continuation of Tamarix Road loop to Petrel Street access to beach via Grebe - 250m & 80m across Crown land.			\$ -	\$ -
Sorell, Gatehouse Drive - Weston Hill Drive	Survey provision - concrete path @ 1.80m wide x 430m.			\$ -	\$ -
Sorell, Valleyfield Road	Survey / design provision - easement acquisition and drain treatment to convey road runoff through private property #43 to #188 Arthur Highway.			\$ -	\$ -
Sorell, Valleyview Close	Survey / design provision - 5 Valleyview Close detention basin.			\$ -	\$ -
TOTAL PRELIMINARY WORK 2024/25		\$ 160,000	\$ 160,000		



2/12/2024	SORELL COUNCIL CAPITAL WORKS BUDGET FOR 2024/2025				
Location	Detailed Description	Original Approved Budget 2024/2025	Adjusted Budget Approved by Council	This Financial year	Commitments
CARRY OVERS - PRELIMINARY WORK					
Dunalley, Franklin Street	Reconstruction with chip seal surface - design only.			\$ -	\$ -
Dodges Ferry, Jacobs Court	SW design.			\$ -	\$ -
Carlton, Carlton River Road	Reconstruction - design only.			\$ 83	\$ -
Dodges Ferry, Pearl Court	Chip seal and lime stabilisation and stormwater culvert - design only.			\$ -	\$ -
Dodges Ferry, Three Street	SW and transport upgrade: Provision for initial stage of works to address property impacts. Potential seal (2-coat seal with kerb and channel). Design only			\$ -	\$ -
TOTAL Carry Overs - Preliminary Work		\$ 140,000	\$ 140,000		
Total Capital Jobs Carried Over to 2024/2025		\$ 10,130,379	\$ 10,618,821		
Total 2024/2025 New Jobs		\$ 6,855,916	\$ 6,854,585		
TOTAL 2024/25 CAPITAL BUDGET		\$ 16,986,295	\$ 17,473,405	\$ 4,591,419	\$ 2,248,729



18.2 SORELL COUNCIL AUDIT PANEL 2025 WORK PLAN

RECOMMENDATION

“That Council resolves to receive and note the 2025 Audit Panel Annual Work Plan in accordance with section 9 of the Audit Panel Charter “

STEPHANIE PERRY
MANAGER FINANCE

Date: 2 December 2024
Attachment (4 pages)





SORELL COUNCIL
ANNUAL AUDIT PANEL WORK PLAN
FOR THE YEAR ENDED 31 DECEMBER 2025

	Meeting Date	February	June	August	November				
	Time	Unconfirmed	Unconfirmed	Unconfirmed	Unconfirmed				
	Meeting Focus	Integrated Planning Process	Insurance Budget Audit Strategy Pre-EOY	Financial Statements	Annual Report Auditors Reviews Risk Management				
Agenda Items	Frequency					Essential Pack Papers	Reading Papers	Essential Pack Paper Requirements & Additional Notes	
1	Welcome, Attendance & Apologies	Standing item	✓	✓	✓	✓	N/A	N/A	
2	Confirmation of Previous Minutes	Standing item	✓	✓	✓	✓	YES	N/A	Minutes from previous meeting.
3	Declarations of Interest	Standing item	✓	✓	✓	✓	N/A	N/A	Verbal report from Audit Panel members.
4	Review of Actions arising from Previous Meeting	Standing item	✓	✓	✓	✓	N/A	N/A	As per minutes above, included in the agenda.
5	Out of Session Decisions	Standing item	✓	✓	✓	✓	YES	N/A	Relevant emails/ documents. Only necessary to include the document outlining the final decision.
6	Key Matters arising from Council Meetings	Standing item	✓	✓	✓	✓	N/A	N/A	Verbal report from GM.
7	Financial Management								
	Review external audit client strategy	Annual	x	✓	x	x	YES	N/A	TAO Audit Strategy.
	Review of findings of external audit	Annual	x	x	x	✓	YES	N/A	TAO Audit Opinion, Report to Those Charged with Governance & Memorandum of Audit Findings.
	Status of previous audit recommendations	As required	o	o	x	o	YES	N/A	Audit Recommendation Register (register of Internal Audit, External Audit and TAO Special Report Recommendations). Verbal report from Manager Finance - progress report on any outstanding items, if changes have occurred since the previous meeting.
	TAO Special Reports (where relevant)	As required	o	o	o	o	N/A	YES - detailed report	Verbal report from TAO.
	Management Finance Report (preceding month ending)	Standing item	✓	✓	x	✓	YES	YES - detailed P&L report	All monthly finance reports to Council except for detailed P&L financial report. Verbal report from Manager Finance - report on YTD financial position, including temporary/permanent variances.



	Meeting Date	February	June	August	November				
8	Financial Statements								
	Review of Financial Statements including but not limited to:	Annual	x	x	✓	x	YES	N/A	Financial statements submitted to TAO by 14 August deadline.
	- Review of Judgements, assumptions and estimates	Annual	x	x	✓	x	N/A	N/A	Verbal advice of any changes and impact.
	- Review of Related Parties Disclosures	Annual	x	x	✓	x	N/A	N/A	Verbal advice of any changes and impact.
	- Review of revaluations	Bi-Annual	x	○	○	x	N/A	YES - detailed revaluation reports/documents	Verbal advice of any likely changes and impact.
	- Review of Significant Business Activity Assessment	Bi-Annual	x	○	○	x	N/A	N/A	Verbal advice of any likely changes and impact.
	- Review of treatment of significant transactions	Bi-Annual	x	○	○	x	N/A	N/A	Verbal advice of any likely changes and impact.
	- Review of depreciation protocols	Bi-Annual	x	○	○	x	N/A	YES - detailed depreciation/capitalisation table extracted from Council's Capitalisation Business Rules	Verbal advice of any likely changes and impact.
	- Review of financial reporting risk of material misstatement	Bi-Annual	x	○	○	x	N/A	YES - Financial Reporting Risk Assessment	Verbal advice of any likely changes and impact.
	Review of Management Representation Letter to TAO	Annual	x	x	x	✓	YES	N/A	Final and signed Management Representation Letter.
	TAO Report to Parliament (review and commentary / response input)	Annual (when tabled)	○	○	○	○	N/A	YES - detailed TAO Report	Verbal report from TAO and verbal advice on Council's response. Month included depends on date issued by TAO.
	Review commentary of Annual Report to ensure consistency between it and financial statements	Annual	x	x	x	✓	YES	N/A	Draft Annual Report.
9	Integrated Planning Processes								
	Annual Plan Implementation	Annual	✓	x	x	x	N/A	YES - FY Annual Plan & 10 YR Strategic Plan	Verbal report from GM on progress/achievement of current FY's Annual Plan AND process for next FY's Annual Plan.
	Annual Budget Process review - Mid Year Budget Update	Annual	✓	x	x	x	YES	N/A	Mid-Year Budget Review Operating & Capital Budgets endorsed by Council. Verbal report from Manager Finance - key changes from original budgets.
	Draft Budget and Estimates	Annual	✓	x	x	x	N/A	YES - summary of Budget Process, Estimates & Assumptions	Verbal report from Manager Finance on process for next FY's Operating & Capital Budgets.
	Financial Management Strategy & Long Term Financial Plan Review	Annual	✓	x	x	x	YES	N/A	Financial Management Strategy and Mid-Year Long Term Financial Plan.
	Review of final Operating and Capital Budgets and impact on Long Term Financial Plan	Annual	x	✓	x	x	YES	N/A	Operating & Capital Budgets and Long Term Financial Plan to be endorsed by Council.
	Integration of Strategic Plan and Annual Plan	Annual	x	✓	x	x	YES	N/A	Strategic Plan and Annual Plan to be endorsed by Council.
	Strategic Asset Management Plan	Annual (as required)	○	○	○	○	YES	YES - detailed individual asset class Asset Management Plans	Strategic Asset Management Plan (annually) and Verbal report from Manager Infrastructure & Assets. Month included depends on internal work plan.

	Meeting Date	February	June	August	November				
10	Risk Management (including policies, controls and systems)								
	Council Decisions made against recommendation	Standing item	✓	✓	✓	✓	N/A	N/A	Verbal report from GM.
	Review of Risk Management Policy and Framework	Annual	*	*	*	✓	YES	YES - Full Risk Register and any additional resources if necessary	Strategic Risk Register, Risk Management Policy (biennially at a minimum - 2026), Risk Management Policy & Risk Management Framework pre Council endorsement.
	Monitoring of significant and emerging risks	Standing item	✓	✓	✓	✓	N/A	N/A	Verbal report from GM, including summary of high, extreme and changed risks.
	Strategic Risk Register Review	Standing item	✓	✓	✓	✓	YES	N/A	Strategic Risk Register (e.g. 10 - 12 key strategic risks) (once developed by Council). Monitoring of risk with Extreme and High ratings and those outside Council's risk appetite. Risk summary/exceptions reports (once developed by Council).
	Legal Claims	Standing item	✓	✓	✓	✓	N/A	N/A	Verbal report from GM.
	WH&S issues	Standing item	✓	✓	✓	✓	YES	N/A	WH&S Committee minutes.
	Fraud Control and Corruption Prevention Policy - Policy review pre Council endorsement and Fraud Risk Assessment	Annual	*	*	*	✓	YES	N/A	Fraud and Corruption Prevention Policy pre Council endorsement; Fraud & Risk Assessment and review of fraud risk mitigation activities (annually - once developed by Council).
	Review of current Council policies	Annual (and as required)	○	○	○	✓	YES	N/A	Policy list (annually) and Finance/ other applicable policies pre Council endorsement.
	Council Insurance Portfolio Review	Annual	*	✓	*	*	YES	YES - detailed Insurance report from broker	Summary of advice/recommendations from broker.
11	Legislative Compliance								
	Regulatory Update	Standing item	✓	✓	✓	✓	N/A	N/A	Verbal report from GM.
	Any identified breaches of legislative requirements	Standing item	✓	✓	✓	✓	N/A	N/A	Verbal report from GM.
12	Internal Audit								
	Internal Audit Project Identification	Annual (and as required)	✓	○	○	○	YES	N/A	WLF Accounting & Advisory- Three-year internal audit strategy and annual plan. To be discussed/agreed by the Panel.
	Review of findings of internal audit	As required	○	○	○	○	YES	N/A	IA Report from external consultant (WLF Accounting & Advisory).



		Meeting Date	February	June	August	November				
13	Audit Panel Governance									
	Review Audit Panel Charter	Biennial	✓	*	*	*	YES	N/A	Audit Panel Charter (due Feb 2025).	
	Panel Performance Evaluation	Biennial	*	*	*	*	N/A	N/A	Per Charter to occur once every 2 years (2026). June - Agree on Process; August - Review Outcomes.	
	Evaluation of External Auditor Performance	Annual	✓	*	*	✓	YES	N/A	Summary of responses to External Audit Performance Assessments (February meeting). External Audit Performance Assessments circulated for review (November meeting).	
	Panel Annual Report to Council	Annual	*	*	✓	*	YES	N/A	Draft report from Chair.	
	Meeting Schedule for next year	Annual	*	*	*	✓	N/A	N/A	To be discussed/agreed by the Panel.	
	Panel Work Plan Finalisation	Annual	*	*	*	✓	YES	N/A	Draft based on previous year's work plan.	
	Panel Member Declarations - Annual Review	Annual	*	✓	*	*	YES	N/A	Sorell Council's Audit Panel Disclosures and Conflicts of Interest Register.	
14	Items of Special Business	Standing item	✓	✓	✓	✓	N/A	N/A	As relevant - matters extra to the usual agenda that requires a specific discussion and/or decision at that meeting (usually an AGM or Special General Meeting).	
15	Other Items of General Business	Standing item	✓	✓	✓	✓	N/A	N/A	As relevant - an opportunity to raise any other relevant matters in addition to the set agenda items.	
17	Panel In Camera Session	Annual (and as required)	○	○	○	✓	N/A	N/A	Panel Discussions (management absent).	
16	Next Meeting	Standing item	✓	✓	✓	✓			Date as per work plan.	

After Meeting Actions (for Manager Finance)

Panel Minutes to next Council meeting	Standing item	✓	✓	✓	✓
Summary Report from the Panel to next Council meeting	Standing item	○	○	○	○
Charter to March 2025 Council Meeting	Biennial	*	*	*	*
Work Plan to December Council Meeting	Annual	*	*	*	✓

Key

✓	Applicable to meeting agenda
*	N/A to meeting agenda
○	Applicable to meeting agenda if available



AGENDA
ORDINARY COUNCIL MEETING
10 DECEMBER 2024

19.0 PLANNING



19.1 SORELL PLANNING AUTHORITY (SPA) AMENDMENT TO PROCEDURES (DELEGATED AUTHORITY)

RECOMMENDATION

- (a) That:
- i. the 'Committee Procedures – Sorell Planning Authority 10 December 2024' as included in the report below be adopted in accordance with section 23 of the *Local Government Act 1993*;
 - ii. To appoint membership as required including a Chair and Deputy Chair of the Sorell Planning Authority;
 - iii. Pursuant to Section 23AA(2)(c) of the Acts Interpretation Act 1931, to revoke all previous delegations in respect of the Sorell Planning Authority purported to have been made prior to the 10th December 2024;
 - iv. To delegate the functions and powers specified in the 'Committee Procedures – Sorell Planning Authority 10 December' (included in the report below) to the Sorell Planning Authority in accordance with Section 22 of the Local Government Act 1993.

- (b) That the delegation register with respect to powers delegated from the Council to the General Manager be updated:

- i. with respect to discretionary or permitted applications under the *Land Use Planning and Approvals Act 1993* in accordance with the following:

Not more than two statutory objections.

Subdivision will not create more than ten (10) additional lots.

Non-residential use with a value of works <\$1.0m.

Applications by Council or on Council land with a value of works <\$250,000.00.

Applicant and/or owner is not a Councillor, Council Manager, staff member of the Planning or Health and Compliance departments or spouse or immediate relative.

To determine applications where the applicant has refused to grant an extension of time in accordance with S57(6)(b) and



(6A) to allow the application to be considered at a scheduled meeting of full Council or the Sorell Planning Authority.

- ii. to sub-delegate powers to the position of Senior Planner for all clauses where powers are sub-delegated to the position of Planning Officer.

Introduction

Council planning staff have a broad range of activities from assessing applications, responding to resident and developer queries, compliance and strategic planning. A review of the level of delegated authority granted to officers is one of many activities to assist in providing an efficient and effective service delivery.

Planning applications not delegated to staff are determined at the Sorell Planning Authority (SPA). SPA operates under the provisions of section 23 of the *Local Government Act 1993*.

Background

The current delegations require the following application types to be determined at a Sorell Planning Authority (SPA) meeting:

- Any application with two or more representations;
- A subdivision creating two or more new lots (with or without representations);
- Non-residential with a value of works greater than \$1 million (with or without representations);
- Any application for Council land;
- Any application by Council staff or Councillor including spouse or immediate relative;
- Any amendment to the planning scheme.

Additionally, Councillors can request that applications be tabled at SPA.

Strategic plan

Objective 2 – Responsible Stewardship and a Sustainable Organisation.

Objective 4 – Increased Community Confidence in Council

Annual plan

Nil.

Policy implications



Nil.

Environmental implications

Nil.

Asset management implications

Nil.

Risk management implications

Nil.

Community implications

There are mixed views in the community about how Council should undertake its planning duties. This is no different than any other LGA and reflect political judgements on the degree to which an individual has a right to do what they want with their property or views on 'red tape'. Practically, LGAs are bound by a statewide planning scheme, legislation and case law. Delegated authority in this light is more on the process to make decisions as opposed to affecting the substance of the decision.

Statutory implications

Delegated authority is set and varied in accordance with the *Local Government Act 1993*.

Under section 23 of the *Local Government Act 1993* committees are to be subject to procedures as determined by the Council.

Report

Each Council adopts their own level of delegation with great variance between Councils. In saying that, Sorell delegated authority is generally more conservative than most meaning that more applications are considered at SPA.

A principle change sought to delegation authority is with respect to subdivisions. Most Council's do not have a lot specific delegation threshold. The current threshold of two or more is conservative and the main reason for applications with no representations to be tabled at SPA. It is proposed to increase this to ten or more.



A further change is sought to the number of representations, to increase from two or more to three or more. One reason for this is situations where different members of households submit individual representations.

For Council land and Council projects, it is proposed that a \$250,000 value of works threshold applies (consistent with the tendering threshold).

Changes to the Council staff delegation are proposed in part due to practicalities. It is not possible for Council planners to determine who the spouse or immediate relatives of staff are. The level proposed is that any application related to a staff member working in the planning, building or regulatory space would be tabled at SPA as these members have the most interaction with planning staff.

Tracked changes revisions for discretionary application proposed are:

~~Subdivision will not create more than ten (10) additional lots.~~

~~Development for non-residential use with a value of works >\$1.0m.~~

~~Any applications with more than one two statutory objections has been received in respect of the application.~~

~~Applicant and/or owner of subject property is not a Councillor, Council Manager, staff member of the Planning or Health and Compliance departments officer or his or her spouse or immediate relative.~~

~~Council is not the applicant.~~

~~Application does not involve Council owned land.~~

Applications by Council or on Council land with a value of works >\$250,000.00.

To determine applications where the applicant has refused to grant an extension of time in accordance with S57(6)(b) and (6A) to allow the application to be considered at a scheduled meeting of full Council or the Sorell Planning Authority.

The above has effect through the SPA committee procedures. The revised procedures are as follows:

COMMITTEE PROCEDURES SORELL PLANNING AUTHORITY Updated 10 December 2024

PURPOSE

- The Sorell Planning Authority (SPA) has delegation from Council to act as the Planning Authority.
- The SPA functions include assessing and deciding on:
 - Subdivisions of more than ten additional lots;
 - Non-residential use and development with a value >\$1.0m;
 - Any application with more than two statutory objections;
 - Applicant and/or owner is a Councillor, Council Manager, employee with the Planning or Health and Compliance Departments or spouse or immediate relative;



- Council is applicant;
 - Applications by Council or on Council land with a value of works >\$250,000.00. and
 - Amendments to the planning scheme.
- The General Manager is to ensure the Notice of Proposed Developments is circulated to the SPA.
 - The General Manager is to ensure the Register of New Applications is circulated to the SPA.
 - Applications may be referred to full Council where considered appropriate by the SPA determined by a simple majority of members. When considering whether to refer a matter to full Council the SPA must consider whether it will result in the statutory time period being exceeded.
 - Applications may be referred to the SPA where any Councillor has requested in writing to the General Manager, Chairperson and Deputy Chairperson that an item be considered by the SPA. Such a request must consider whether it will result in the statutory time period being exceeded.

DELEGATION by COUNCIL

The SPA acts under powers and functions delegated to the SPA by Council. This delegation was given at the Council meeting held on 10th December 2024.

COMMITTEE STRUCTURE

The SPA is to be comprised of no fewer than five (5) Councillors. The SPA is to have a Chairperson and a Deputy Chairperson.

QUORUM

A quorum of the SPA is five (5) Councillors.

VOTING

Decisions will be by simple majority of SPA members.

TIMING

The meetings will be open to the public and held as required on Tuesdays commencing at 4.30pm unless otherwise advised. Applicants and representatives will be advised of the meeting date for items in which they have an interest.

Parties will not be allowed to address the SPA regarding planning matters.

AGENDA

The meeting agenda will be issued at least four days preceding the meeting.

The agenda will be provided to all Councillors.



MINUTES

Minutes of each meeting will be taken and provided to the following SPA meeting for approval.

A copy of the minutes of each meeting will be provided to Council for information.

The meetings will be audio-recorded with a audio-visual live-stream.

STAFF ATTENDANCE

Council staff will attend meetings, as required, to answer questions and provide guidance to the SPA.

PECUNIARY INTEREST

In accordance with the *Local Government Act 1993* in relation to pecuniary interests, members will be required to declare any pecuniary interests.

REVIEW

The Sorell Planning Authority will be reviewed by Council every 12 months of operation, or as otherwise determined by Council.

Shane Wells
MANAGER PLANNING



19.2 CAT MANAGEMENT

RECOMMENDATION

"That Council resolves to endorse the Cat Management Plan."

Introduction

Sorell Council has been actively engaging in responsible cat ownership and there has been strong community support. Communities understand the value of keeping their cats indoor and the impact of feral and stray cats in the community and on native fauna.

Feral and stray cats are recognized as one of the most significant threats to bird populations worldwide. According to Southern Tasmania Regional Cat Management Strategy, it is estimated that in Australia 390 million animals are killed by domestic cats alone, of which, 241 million are native. A roaming pet cat kills an average of 186 animals a year, of which, 115 are native.

One of the key approaches in successful management is to promote responsible pet ownership, including desexing cats and keeping them indoors or in a secure outdoor enclosure. This can prevent cats from contributing to the feral cat population and reduce the number of cats hunting wildlife in the area. Education campaigns can also raise public awareness of the issue and encourage people to take action to protect the environment.

The impact of feral, domestic and stray cats on bird populations in Sorell municipality is significant and has long-term consequences for the ecosystem. Managing the population of feral, stray and domestic cats in the area is critical to protect the environment, and multiple approaches are required including public education and responsible pet ownership. Protecting the biodiversity requires sustained and coordinated efforts to control the population of cats effectively and restore balance to the ecosystem. Sorell Council is committed to restore the ecological balance within its LGA.

Background

Nil.

Strategic plan

Council's Strategic Plan 2019-2029 Objective 2 – Responsible Stewardship and a Sustainable Organisation, Items:

1. Sound Natural Resource Management.



2. Effective Stakeholder relationships.
3. Delivering the services our community requires.

Council's Strategic Plan 2019-2029 Objective 3 - To Ensure a Liveable and Inclusive Community, items:

1. Sustainable access to our natural environment.

Annual plan

2.5 Adopting an NRM Strategy to establish an informed position on appropriate and achievable environmental actions.

Policy implications

The following Council Policies are applicable:

- Environmental Sustainability Policy 2015
- Council Work Health and Safety (WHS) Management Plan 2017.
- Council Public Open Space Policy 2019

Environmental implications

Improved management of domestic and feral cats.

Asset management implications

Nil.

Risk management implications

Reduced wildlife conflicts and reduced chances of toxoplasmosis among residents through:

- Decreased contact with feral cats.
- Improved native wildlife protection.
- Reduced roadkill.
- Reduced residents and roaming cats conflict.

Community implications

Improved community confidence in Council through effective management of feral/stray cats and responsible cat ownership.

Statutory implications

Subject to the Cat Management Act 2009



Report

The Midway Point pilot project highlighted a strong community interest in education and management approaches for cats. Additionally, there is an urgent need to manage cats in Council's reserves, which are valuable biodiversity hotspots. Community surveys revealed widespread support for more accessible desexing services, exacerbated by the lack of dedicated veterinary facilities and increasing wait times in Sorell.

The Sorell Council has also documented aggressive interactions between cats with both residents and their pets. Research suggests that desexed cats are generally less aggressive and less likely to roam, addressing community concerns about safety and environmental impact. The project also has an initiative aimed to support financially constrained families and mitigate the broader social and environmental challenges posed by uncontrolled cat populations.

RECOMMENDATION

In considering the report, the proposed Cat Management Plan for responsible cat ownership and management in Sorell Council is recommended for approval with appropriate allocation of resources for its implementation.

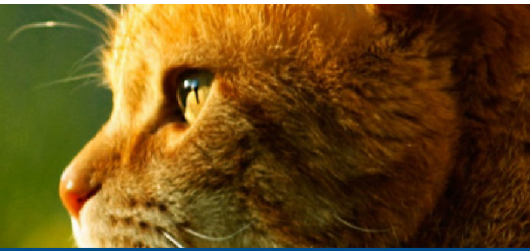
Dibas Panta
NRM FACILITATOR

Attachments: (1) page
Cat Management Plan





Cat Management Plan



PURPOSE

This Plan on a Page is an overview of Council's objectives and actions to educate and support responsible cat management.

BACKGROUND

Since the introduction of the State Government's *Cat Management Act 2009*, Council has promoted and worked in partnership with leading cat agencies to educate our community on responsible pet ownership, monitoring, de-sexing and microchipping.

Sorell municipality is home to the Pitt Water – Orielton Lagoon Ramsar site, a wetland of international importance, and the Southern Beaches - renowned for its coastal and bushland reserves. Initiatives by Council to support responsible cat management are particularly important as our residential areas are adjacent to significant habitat.

The *Cat Management Act 2009* differs from the *Dog Control Act 2000*, by not having the funding resources of a registration process. The authority and capacity to deliver education and promotion of responsible cat management as Council is limited to use of rate revenue or being able to source expenditure from grant funding.

Action	Why this is important	Who needs to be involved	How will it be developed/delivered / implemented
Responsible Cat Management Education	To reduce roaming domestic cats through desexing and enclosures Increase community awareness of the obligations and benefits of cat desexing and encourage responsible pet practices.	Community Schools Stakeholders	Council will promote responsible cat management through social media, events and other activities
Partnerships & Collaborative Action	Work in partnership to maximise the benefit of available resources	Key stakeholders include TenLives, TassieCat, Birchgrove, and PWS	Council will maintain and develop formal and informal partnerships with relevant stakeholders
Monitoring	To understand the prevalence of roaming and feral cats in the community	Stakeholders Land owners in targeted locations	Use of camera traps to collect data and share across stakeholders
Desexing	To reduce feral population by reducing financial and other barriers to desexing	Stakeholders such as TenLives and TassieCat who participated in the successful Midway Point project	Work with stakeholders to provide reduced cost desexing for residents
Cat Free Reserves	Declared cat free reserves enables option to trap and control feral cats	Council will undertake steps to declare reserves cat free and authorise cat management facilities to trap and control through separate agreements	Council and stakeholders



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.



23.1 QUESTIONS ON NOTICE

Response to Question on Notice taken at the November Ordinary meeting from Kristian Horvath re: Green Waste bin survey

RECOMMENDATIONS

1. The Sorell Council to **offer residents with properties over 2,000m² the option to opt-out** of the Green Waste Bin effective July 1 2025 with the \$65 charge removed from their future rates bill. This will include any future move to a FOGO (Food Organics Green Organics) service.
2. The Sorell Council to **undertake consultation with rural residents before any future changes** to waste services and bring residents into the decision making process from the very start.
3. The Sorell Council to tailor approaches in policy development to **address the unique needs of both rural and urban residents** and avoid 'one size fits all' approaches.
4. Assess the feasibility of an **'opt-in' option for Green Waste Bin service for rural properties near existing truck routes** that don't currently have access to a Green Bin.

Response to the recommendations by the Manager Health and Compliance below:

Recommendation 1

- *The approach of using land-use zone is better aligned with the residential use of the land. Some residential lots in Sorell and Midway Point are >2000m² but are residential zoned properties.*
- *FOGO will be introduced soon, it is more appropriate to develop 'opt-out' criteria then, as per the Waste Management Strategy.*
- *Waste Management charging structure will be reviewed for FY 25/26 as part of the annual budget preparation.*
- *Better organics diversion (with lower costs per property) is achieved when 'opt-out' doesn't apply.*
- *Currently, there is no option to 'opt-out' of other municipal wide waste services whether utilised or not.*

Recommendation 2

- *There will be consultation before FOGO is introduced and MGB garbage collection changes to fortnightly. This will not be restricted to only rural residents.*
- *Rural, Agriculture, General Business and Rural Living B, C & D zoned properties are not included in the MGB greenwaste collection area. Differentiation between rural and residential is already occurring.*

Recommendation 3

- *Already have a tailored approach whereby greenwaste MGB service is not provided to rural areas (Agriculture, Rural, Rural Living B, C & D zoned properties).*

Recommendation 4



- *Council already allows properties outside of the MGB collection area to be included if on or near the collection route.*

Question on notice received from Dr Michael Roach – Norfolk Bay Alliance Inc.



Sorell Mayor and Councillors
Sorell Council,
47 Cole St Sorell.

December 2, 2024

Dear Mayor and Councillors

Delays With Assessment of DA 5.2022.184.1

I am writing to you on behalf of the Norfolk Bay Alliance Inc., a community group with over local 150 members formed to advocate for residents opposed to the proposed foreshore development between Connellys Marsh and Primrose Sands (DA 5.2022.184.1).

We are concerned with delays and extensions associated with assessment of this development application. As Sorell residents and rate payers, we request that our concerns (outlined below) be made an item for discussion at an upcoming council meeting.

As I am sure you are aware, this is a highly contentious proposal that affects one of the last significant undeveloped sections of coastline fronting Norfolk Bay in Sorell municipality. The development application generated over 130 representations opposed to the development when the period for submissions closed on March 26 this year. When this planning matter was not decided in the 42 days mandated by legislation, I approached the Sorell Council General Manager and Senior Planning Officer and was informed that, at the request of the proponent, council had granted an extension until the end of October for extra written submissions as requested by council. Despite additional requests, I was not provided with any details of what aspects of the proposal these submissions were asked to address. Following expiry of the end of October deadline I again approached council officers for advice on this matter and eventually received a simple reply that council had granted an additional extension until February 2025 for receipt of the requested information. Unfortunately, my specific requests for details regarding this matter were not addressed.

Given the contentious nature of this proposal we, as a concerned community group, believe that there needs to be a far greater level of transparency in the decision-making process. Accordingly, we request that the following issues and questions be addressed on our behalf to council statutory officers at a meeting of council so that their replies can be placed on the public record.

1. Council officers have told us that legal advice is that the DA should be assessed under the old planning scheme rather than the current scheme. We request that this advice, which was obtained with council and hence ratepayer funds, be made public to clarify this matter.
2. What specific aspects of the development application did council ask the proponents to address in their additional submissions that were originally due at the end of October?
3. Was substantive correspondence, in response to council's additional information requests, received from the proponents prior to the end of October deadline?
4. If submissions from the proponent were received by the October deadline, did council officers again request more information from the proponent and if so, what additional information was requested?
5. Was the extension from October to February for submissions requested by the proponents or by council planning staff?



6. Is the current February 2025 deadline a final deadline that will then allow the council planning committee to assess this proposal?

Our concerns regarding the progress of this development application stem from the clear disconnect between the short time afforded to members of the community for comment on the proposal and the extremely long amount of additional time afforded by council to the DA proponent to provide requested information. We contend that the commercial proponents of this proposal are being afforded a much more lenient treatment than would be given to a standard 'domestic' DA proposal.

To us, it seems that the DA proponent has been quite strategic and potentially cynical in their approach to lodgement and assessment of this development application. After failing to have the land reclassified for tourist accommodation by the Tasmanian Planning Commission in 2022, the proponents then lodged a very incomplete and inadequate development application just prior to the introduction of the new planning scheme. In our view this hasty and invalid submission was submitted to stake a claim that the proposed development should be considered under the old Rural Resource land classification rather than the current, more appropriate and somewhat more restrictive, Agriculture classification.

We also believe that the attempts by the proponent to delay consideration of this DA by Sorell Council are likely motivated by the recent, but now delayed, proposal for introduction of Development Assessment Panels (DAP) which Sorell Council has recently opposed. It is our contention that the proponent will seek to further delay consideration of this DA until the DAP process becomes law and then seek assessment via a DAP. Transfer of responsibility for assessment of this proposal from council to a DAP would likely restrict local input into the decision-making process. For this reason we believe that it is appropriate for council to assess this DA in its current form without further extension beyond the February date currently stipulated by council.

I am mindful of the dual, and often conflicting, roles that councillors have with respect to representation of constituents and as officers in the planning process. And I hope that our questions and comments expressed here can be canvassed and discussed at an upcoming council meeting as direct questions posed by rate payers to council without in any way prejudicing any councillor's ability to act in the future in their planning roles.

Thank you for considering this request and hopefully it will be possible to have answers to some of our questions placed in the public domain at an upcoming council meeting. If you have any additional questions regarding our concerns about this DA, please contact me on michael@norfolkalliance.com.au.

Yours Sincerely

Dr Michael Roach
For the Norfolk Bay Alliance Inc.



Response by the Manager Planning:

It is not appropriate nor is it standard practice to distribute Council legal advice.

On completion of the statutory notification period a summary list of issues raised was provided to the applicant. This practice of providing an applicant with a summary of matters raised by representors is a standard practice that is undertaken for the majority of applications with representations.

The most recent update to representors was provided on 24 May 2024 and the representors were advised that the list of matters had been discussed with the applicant and that the applicant has requested additional time to respond to those matters.

Council staff have requested that the applicant address matters raised by the Tasmanian Fire Service before determining the application. Beyond the TFS matter, no other requests have been made by staff of the applicant.

No additional information has been provided to date.

The February 2025 timeframe was mutually agreed. Should information not be provided before the February 2025, a further extension may or may not be provided.



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

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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 19 November 2024 - <i>Regulation 34(3)</i>
24.2	Disclosure of confidential information – <i>Regulation 15(8)</i>
24.3	Tender C-25-T-003 – Oak Street Reconstruction – <i>Regulation 15(2)(d)</i>

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

RECOMMENDATION

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

24.1 CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 19 NOVEMBER 2024

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RECOMMENDATION

"That the Closed Minutes of the Council Meeting held on 19th November 2024 be confirmed."

24.2 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION

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RECOMMENDATION

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

24.3 TENDER C-25-T-003 OAK STREET RECONSTRUCTION



25.0 ACRONYMS

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



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

