



# ATTACHMENTS

## ORDINARY COUNCIL MEETING

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Kempton Municipal Offices  
85 Main Street, Kempton  
Wednesday 13<sup>th</sup> December 2023  
2.00 p.m.

<b>Item 5.1</b>	Draft Council Meeting Minutes (open) – 22 <sup>nd</sup> November 2023
<b>Item 5.2.1</b>	Chauncy Vale Management Meeting Minutes - 4 <sup>th</sup> December 2023
<b>Item 5.2.1</b>	Community Shed - Management Committee Meeting Minutes – 20 <sup>th</sup> November 2023
<b>Item 5.3.1</b>	Southern Tasmanian Councils Authority Minutes- 21 August 2023
<b>Item 5.3.2</b>	Southern Tasmanian Councils Authority Annual Report 2022-23
<b>Item 5.3.2</b>	Southern Tasmanian Councils Quarterly Report September 2023
<b>Item 5.3.2</b>	Southern Tasmanian Regional Waste Authority Annual Report 2022-23
<b>Item 16.1.3</b>	Southern Midlands Council Community Small Grants Program 2023 Round Two
<b>Item 17.3.2</b>	Review of Financial Assistance Base Grant Methodology (Discussion paper)

SOUTHERN  
MIDLANDS  
COUNCIL



# **MINUTES**

## **ORDINARY COUNCIL MEETING**

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Wednesday, 22nd November 2023  
10.00 a.m.

Oatlands Municipal Offices  
71 High Street, Oatlands

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## OPEN COUNCIL MINUTES

### 1. PRAYERS

Reverend Dennis Cousens recited prayers.

### 2. ACKNOWLEDGEMENT OF COUNTRY

Mayor E Batt recited Acknowledgement of Country.

### 3. ATTENDANCE

Mayor E Batt, Deputy Mayor K Dudgeon, Clr D Blackwell, Clr D Fish and Clr F Miller.

Mr T Kirkwood (General Manager), Mr A Benson (Deputy General Manager), Mr G Finn (Manager Development and Environmental Services), Mrs W Young (Manager Community & Corporate Development), Mr D Richardson (Manager Infrastructure & Works), Mrs A Burbury ( Finance Officer), and Ms S Holliday (Receptionist / Administration Officer)

### 4. APOLOGIES

Clr A E Bisdee OAM and Clr B Campbell.

### 5. TASMANIAN ELECTORAL COMMISSION – RECOUNT TO FILL CASUAL VACANCY

#### 5.1 Receive Certificate of Election By Recount

The General Manager to formally table the 'Certificate of Election By Recount' following the Councillor vacancy by operation of clause 3(1)(b) of Schedule 5 of the *Local Government Acct 1993*.

#### RECOMMENDATION

**THAT the Certificate of Election by Recount be formally received.**

#### DECISION

*Moved by Deputy Mayor K Dudgeon, seconded by Clr D Fish*

/

**THAT the Certificate of Election by Recount be formally received.**

#### CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

## 5.2 Declaration of Office

Section 321 of the *Local Government Act 1993* states:

### **“Declaration of office**

*(1) Any person elected as councillor must make a prescribed declaration in a prescribed manner.*

*(2) A person elected as a councillor who has not made a declaration must not–*

*(a) act in the office of councillor, mayor or deputy mayor; or*

*(b) take part in the proceedings of any meeting of the council or a committee.*

*(3) A council is to acknowledge the making of a declaration at its meeting and the general manager is to record that fact in the minutes of that meeting”.*

It is confirmed that Mr Bob Campbell has made the prescribed declaration.

### **RECOMMENDATION**

**THAT Council formally acknowledge the making of the declaration in accordance with section 321 of the *Local Government Act 1993*.**

### **DECISION**

*Moved by Cllr D Blackwell, seconded by Deputy Mayor K Dudgeon*

**THAT Council formally acknowledge the making of the declaration in accordance with section 321 of the *Local Government Act 1993*.**

### **CARRIED**

<b>DECISION</b>		
<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr D Blackwell	✓	
Cllr D F Fish	✓	
Cllr F Miller	✓	

## 6. MINUTES

### 6.1 Ordinary Council Meeting

The Minutes (Open Council Minutes) of the previous meeting of Council held on the 25<sup>th</sup> October 2023, as circulated, are submitted for confirmation.

#### RECOMMENDATION

**THAT the Minutes (Open Council Minutes) of the Council Meeting held 25<sup>th</sup> October 2023 be confirmed.**

#### DECISION

*Moved by Cllr D Blackwell, seconded by Deputy Mayor K Dudgeon*

**THAT the Minutes (Open Council Minutes) of the Council Meeting held 25<sup>th</sup> October 2023 be confirmed.**

#### CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr D Blackwell	✓	
Cllr D F Fish	✓	
Cllr F Miller	✓	

### 6.2 Special Committees of Council Minutes

#### 6.2.1 Special Committees of Council - Receipt of Minutes

The Minutes of the following Special Committees of Council, as circulated, are submitted for receipt:

- Woodsdale Hall – General Committee Meeting 6<sup>th</sup> November

#### RECOMMENDATION

**THAT the minutes of the above Special Committee of Council be received.**

#### DECISION

*Moved by Deputy Mayor K Dudgeon, seconded by Cllr D Fish*

**THAT the minutes of the above Special Committee of Council be received.**

#### CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr D Blackwell	✓	
Cllr D F Fish	✓	
Cllr F Miller	✓	

## 6.2.2 Special Committees of Council - Endorsement of Recommendations

### DECISION NOT REQUIRED

## 6.3 Joint Authorities (Established Under Division 4 Of The *Local Government Act 1993*)

### 6.3.1 Joint Authorities - Receipt of Minutes

Nil.

### DECISION NOT REQUIRED

### 6.3.2 Joint Authorities - Receipt of Reports (Annual & Quarterly)

Reports prepared by the following Joint Authorities, as circulated, are submitted for receipt:

- Southern Tasmanian Regional Waste Authority – Quarter Ending September 2023 (Email dated 6<sup>th</sup> November 2023)

### RECOMMENDATION

**THAT the report be received.**

### DECISION

*Moved by Clr D Fish, seconded by Clr D Blackwell*

**THAT the report be received.**

### CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	



## 7. NOTIFICATION OF COUNCIL WORKSHOPS

### RECOMMENDATION

#### THAT:

- a) the information be received; and
- b) in relation to the Development Application by the Woodsdale Football Club in respect of the upgrading of the facilities at the Woodsdale Recreation Ground, Council confirm that the General Manager is not to provide written permission for making of the application (as required under section 52 of the *Land Use Planning and Approvals Act 1993*) for the following reasons:
  - Any planned development of the Woodsdale Recreation Ground prior to the completion of the Community Infrastructure Plan would be premature (Consultants appointed with an expected completion date of March 2024);
  - Recognising that the intent of the application is to assist in securing funding to ultimately enable the Woodsdale Recreation Ground to be used for playing competitive football, then;
    - o The design elements of the plans (as presented) do not adequately meet the standards of the 'AFL Preferred Facility Guidelines', even to the extent that Council thought that the scope of the proposed upgrade is certainly below what could be considered an acceptable standard (e.g. no urinals within the change rooms; possibly two showers only in each end of the change rooms; the actual size etc.).
    - o The Development Application includes the relocation of the Toilet facility from the Colebrook Recreation Ground for which approval has not been given. In the absence of this approval, any development may require the construction of a new toilet facility; and
    - o The Development Application does not address the other issues that need to be considered, including:
      - upgrade of the Ground itself (i.e. playing surface; levels and drainage);
      - electrical upgrade - both ground lighting to meet the minimum lux requirements for lighting to facilitate local level training; and the assessment of the existing electrical infrastructure taking into account additional loading associated with proposed upgrade(s);
      - upgrade of boundary fencing generally to prevent sheep (and other animals) straying onto the playing surface; and
      - Provision of adequate car parking to cater for participants and spectators, plus the disabled parking requirements.

## DECISION

*Moved by Cllr D Blackwell, seconded by Deputy Mayor K Dudgeon*

**THAT the recommendation be adopted.**

**CARRIED**

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr D Blackwell	✓	
Cllr D F Fish	✓	
Cllr F Miller	✓	

## 8. COUNCILLORS – QUESTION TIME

### 8.1 Questions (On Notice)

Regulation 30 of the *Local Government (Meeting Procedures) Regulations 2015* relates to Questions on notice. It states:

- (1) *A councillor, at least 7 days before an ordinary council meeting or a council committee meeting, may give written notice to the general manager of a question in respect of which the councillor seeks an answer at that meeting.*
- (2) *An answer to a question on notice must be in writing.*

Questions received from Cllr D Blackwell – 14<sup>th</sup> November 2023

**Following reports that large rocks have been placed on the Craighourne Road (eastern end) which prevented vehicle access to the dam, can an update please be provided in relation to this matter.**

#### **General Manager's Response**

*It is confirmed that large boulders were placed on the Craighourne Road by person(s) unknown – most likely on Sunday 12<sup>th</sup> November 2023 based on reports received. The boulders were removed by Council employees on Monday 13<sup>th</sup> November 2023 on the basis that they were obstructing a public road. Sometime later that afternoon, other boulders were placed in the same location. These were also subsequently removed mid-afternoon on the Tuesday. There are ongoing investigations into this matter.*

## 8.2 Questions Without Notice

Section 29 of the *Local Government (Meeting Procedures) Regulations 2015* relates to Questions without notice.

It states:

**“29. Questions without notice**

(1) *A councillor at a meeting may ask a question without notice –*

- (a) of the chairperson; or*
- (b) through the chairperson, of –*
  - (i) another councillor; or*
  - (ii) the general manager.*

(2) *In putting a question without notice at a meeting, a councillor must not –*

- (a) offer an argument or opinion; or*
- (b) draw any inferences or make any imputations – except so far as may be necessary to explain the question.*

(3) *The chairperson of a meeting must not permit any debate of a question without notice or its answer.*

(4) *The chairperson, councillor or general manager who is asked a question without notice at a meeting may decline to answer the question.*

(5) *The chairperson of a meeting may refuse to accept a question without notice if it does not relate to the activities of the council.*

(6) *Questions without notice, and any answers to those questions, are not required to be recorded in the minutes of the meeting.*

(7) *The chairperson of a meeting may require a councillor to put a question without notice in writing.*

An opportunity is provided for Councillors to ask questions relating to Council business, previous Agenda items or issues of a general nature.

**Deputy Mayor K Dudgeon** – Stanley Street Footpath, Oatlands – reported positive feedback from residents’ regarding assistance provided by Council employees during the construction process (e.g. providing access to properties).

**Clr F Miller** – Elevate Solar ‘Solar for Famers’ Scheme – tabled a document providing detail about this scheme which supports Tasmanian farmers with an accessible clean energy source. Can this proposal be raised with State Cabinet with the aim of requesting the Government to provide a rebate (or financial assistance) to encourage investment in the solar systems?

Council confirmed that the issue should be included in the briefing.

## 9. DECLARATIONS OF PECUNIARY INTEREST

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015*, the chairman of a meeting is to request Councillors to indicate whether they have, or are likely to have, a pecuniary interest in any item on the Agenda.

Accordingly, Councillors are requested to advise of a pecuniary interest they may have in respect to any matter on the agenda, or any supplementary item to the agenda, which Council has resolved to deal with, in accordance with Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2015*.

Nil.

## 10. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

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 decide at an ordinary meeting to deal with a matter that is not on the agenda if 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 Act.

1. Telstra – Digital Connectivity Plan (Council Co-contribution to Project Proposal at Colebrook)

### 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 provisions of the *Local Government (Meeting Procedures) Regulations 2015*.**

### DECISION

*Moved by Deputy Mayor K Dudgeon, seconded by Clr D Blackwell*

**THAT the Council resolve by absolute majority to deal with the above listed supplementary item not appearing on the agenda, as reported by the General Manager in accordance with the provisions of the *Local Government (Meeting Procedures) Regulations 2015*.**

### CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

## 11. PUBLIC QUESTION TIME (SCHEDULED FOR 10.30 A.M.)

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015*, the agenda is to make provision for public question time.

In particular, Regulation 31 of the *Local Government (Meeting Procedures) Regulations 2015* states:

- (1) *Members of the public may give written notice to the General Manager 7 days before an ordinary meeting of Council of a question to be asked at the meeting.*
- (2) *The chairperson may –*
  - (a) *address questions on notice submitted by members of the public; and*
  - (b) *invite any member of the public present at an ordinary meeting to ask questions relating to the activities of the Council.*
- (3) *The chairperson at an ordinary meeting of a council must ensure that, if required, at least 15 minutes of that meeting is made available for questions by members of the public.*
- (4) *A question by any member of the public under this regulation and an answer to that question are not to be debated.*
- (5) *The chairperson may –*
  - (a) *refuse to accept a question; or*
  - (b) *require a question to be put on notice and in writing to be answered at a later meeting.*
- (6) *If the chairperson refuses to accept a question, the chairperson is to give reasons for doing so.*

Councillors are advised that, at the time of issuing the Agenda, no Questions on Notice had been received from a member of the Public.

### **Julia Jabour – Southern Midlands Regional News**

Oatlands Toilet facilities – commented in relation to the lack of ‘baby change stations’ in the existing toilets. Sought confirmation that the toilet proposed for Callington Park will include a baby change area.

Confirmed that the design plan provides for a ‘baby-change’ station.

Local Government Board Review – any comment from Council in response to the recommendations contained in the Local Government Board’s final report?

It was advised that Council will be considering the final Report at its January 2024 Workshop. The intent will be to prepare a submission in response to the final Report and recommendations contained therein.

**Mr R Wilton (Rhyndaston)** – Craighourne Dam Road – commented that this is a public road and shouldn’t be gated. A ‘game camera’ should be installed to identify responsible persons for placing obstacles on the road. Questioned what costs have been incurred by

Council to remove locks and other obstacles which have been placed on the road to prevent access to the Dam?

Question(s) taken on notice with an assurance provided that Council will continue to take appropriate action to ensure that access is maintained.

**Mr L Smythe (Colebrook)** – Commented regarding the extent of ‘hooning’ in Colebrook and across the broader area, including Brown Mountain Road, Campania. This type of activity is a danger to the travelling public. Raised concerns regarding the potential impact on members of the Colebrook Fire Brigade if they are required to attend an accident involving local members of the community.

Issues to be raised with Tasmania Police.

**Mr L Smythe** – Rhyndaston Road and Eldon Road (rural Addressing) – confusion with rural addressing given that Eldon Road is numbered from the Junction with Richmond Street, Colebrook (as opposed to Rhyndaston Road) which conflicts with other directories which are based on Eldon Road commencing from the junction with Rhyndaston Road.

Council to review and establish a preferred position.

**Mr L Smythe** – Access to Craigbourne Dam Road – from an emergency services perspective, it is essential that the Brigade(s) have access to the Dam to source water. Consideration should be given to constructing a ramp which would assist when drawing water from the Dam. Should be discussed with Inland Fisheries and Tas. Irrigation).

To be considered.

**Ms N Bray (Oatlands)** – sought clarification of the Budget for the Oatlands Aquatic Centre and the budgeted deficit including (and excluding) depreciation.

Explanation provided.

## 11.1 Permission to Address Council

Nil.

### DECISION

*Moved by Deputy Mayor K Dudgeon, seconded by Clr D Fish*

**THAT the meeting be adjourned for morning tea at 10.53 a.m.**

### CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

**DECISION**

*Moved by Deputy Mayor K Dudgeon, seconded by Clr D Blackwell*

**THAT** the meeting reconvene at 11.14 a.m.

**CARRIED**

<b>DECISION</b>		
<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

**12. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN UNDER REGULATION 16 (5) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2015**

Nil.

**13. COUNCIL ACTING AS A PLANNING AUTHORITY PURSUANT TO THE LAND USE PLANNING AND APPROVALS ACT 1993 AND COUNCIL'S STATUTORY LAND USE PLANNING SCHEME**

*Session of Council sitting as a Planning Authority pursuant to the Land Use Planning and Approvals Act 1993 and Council's statutory land use planning schemes.*

**13.1 Development Applications**

Nil.

**13.2 Subdivisions**

Nil.

**13.3 Municipal Seal (Planning Authority)**

Nil.

**13.4 Planning (Other)**

Nil.

**[THIS CONCLUDES THE SESSION OF COUNCIL  
ACTING AS A PLANNING AUTHORITY]**



## 14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE)

### 14.1 Roads

**Strategic Plan Reference 1.1**

*Maintenance and improvement of the standard and safety of roads in the municipal area.*

Nil.

### 14.2 Bridges

**Strategic Plan Reference 1.2**

*Maintenance and improvement of the standard and safety of bridges in the municipality.*

Nil.

### 14.3 Walkways, Cycle Ways and Trails

**Strategic Plan Reference 1.3**

*Maintenance and improvement of the standard and safety of walkways, cycle ways and pedestrian areas to provide consistent accessibility.*

Nil.

### 14.4 Lighting

**Strategic Plan Reference 1.4**

*Ensure adequate lighting based on demonstrated need / Contestability of energy supply.*

Nil.

### 14.5 Buildings

**Strategic Plan Reference 1.5**

*Maintenance and improvement of the standard and safety of public buildings in the municipality.*

Nil.

### 14.6 Sewers / Water

**Strategic Plan Reference(s) 1.6**

*Increase the capacity of access to reticulated sewerage services / Increase the capacity and ability to access water to satisfy development and Community to have access to reticulated water.*

Nil.

### 14.7 Drainage

**Strategic Plan Reference 1.7**

*Maintenance and improvement of the town storm-water drainage systems.*

Nil.

## 14.8 Waste

**Strategic Plan Reference 1.8**

*Maintenance and improvement of the provision of waste management services to the Community.*

Nil.

## 14.9 Information, Communication Technology

**Strategic Plan Reference 1.9**

*Improve access to modern communications infrastructure.*

Nil.

## 14.10 Officer Reports – Infrastructure & Works

### 14.10.1 Manager – Infrastructure & Works Report

**Author:** MANAGER INFRASTRUCTURE AND WORKS (DAVID RICHARDSON)

**Date:** 16 NOVEMBER 2023

**Enclosure(s):**

*Nil*

### **Roads Program**

General road maintenance and repairs will continue, including works on pavement repairs and table drain clearing on a priority basis. The annual roadside slashing works has commenced to mitigate the risk related to the proposed climatic conditions that are expected over the coming period. Road grading works are being minimised due to the current dry weather conditions.

### **Current Capital Work.**

Bagdad-Mangalore hydraulic flood assessment works have almost been completed. It is expected that the first draft will be finalised in December.

Preparation works for the annual road stabilization sites is underway.

Footpath works have commenced in Stanley Street Oatlands.

Interlaken road upgrade tenders received.

Annual Road stabilization tenders received.

Annual road re-sealing tenders received.

## **Parks and Reserves**

General maintenance of parks and reserves will continue with a focus on ensuring growth is maintained at an acceptable level. The focus will now move to mowing during the spring period.

## **Bridge Works**

A number of bridges will require some minor rectification works over the coming period as a result of weather conditions.

## **Building Services Unit**

An extensive renovation job is almost completed for a private client in the Midlands area.

Construction of 2 accommodation units in Oatlands has commenced.

## **Planned Works**

The following capital works are planned for the coming period

Drainage and pavement repairs various roads.  
Undertake various bridge maintenance repairs.  
Continue construction of accommodation units Oatlands.  
Commence painting works on the Callington Mill.  
Commence Road-Reseal preparation works on various roads.

## **Grants:**

At the time of writing, Council has received advice that it will receive \$370,000 from the Department of State Growth under the 'Better Active Transport in Tasmania Grant Program – Round 1' to assist with the construction of the Bagdad shared walkway. Council's contribution will be the \$270,000 already allocated in the 2023/24 Capital Works Program (\$270K includes the \$130,000 for the replacement of the walking path footbridge in the vicinity of Gangells Lane).

The grant notification did include a requirement to construct a 2.5 metre wide pathway (originally proposed to be 1.50 metres) which may reduce the actual length to be constructed. The application was based on the construction of the pathway from Iden Road through to the Bagdad Community Club (Hall Lane).

A Grant Deed will now be prepared for execution prior to commencement of the project.

## **QUESTIONS WITHOUT NOTICE TO MANAGER, INFRASTRUCTURE & WORKS**

**Mayor E Batt** – status of the flood mapping investigation for the Bagdad / Mangalore area?

Manager Infrastructure & Works advised that the draft report is nearing completion and will be presented to Council by the consultant when finalised.

**Clr F Miller** – Campania Carpark – small section of old kerb to be removed which will improve parking etc.

To be addressed.

**Deputy Mayor K Dudgeon** – High Street, Oatlands – section of footpath / crossover to Blyth property. Requires repair / reinstatement.

To be inspected and appropriate action taken, noting that crossovers are the responsibility of the property owner.

**Mayor E Batt** – Ballyhooly Road, Mangalore – received comments (via text) of the need to undertake work on Ballyhooly Road, Mangalore.

To be inspected and appropriate action taken.

## RECOMMENDATION

**THAT the Infrastructure & Works Report be received and the information noted.**

## DECISION

*Moved by Cllr D Blackwell, seconded by Deputy Mayor K Dudgeon*

**THAT the Infrastructure & Works Report be received and the information noted.**

## CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr D Blackwell	✓	
Cllr D F Fish	✓	
Cllr F Miller	✓	

## 15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)

### 15.1 Residential

**Strategic Plan Reference 2.1**  
*Increase the resident, rate-paying population in the municipality.*

Nil.

### 15.2 Tourism

**Strategic Plan Reference 2.2**  
*Increase the number of tourists visiting and spending money in the municipality.*

Nil.

### 15.3 Business

**Strategic Plan Reference 2.3**  
*Increase the number and diversity of businesses in the Southern Midlands / Increase employment within the municipality / Increase Council revenue to facilitate business and development activities (social enterprise).*

Nil.

### 15.4 Industry

**Strategic Plan Reference 2.4**  
*Retain and enhance the development of the rural sector as a key economic driver in the Southern Midlands / Increase access to irrigation water within the municipality.*

Nil.

## 16. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LANDSCAPES)

### 16.1 Heritage

#### Strategic Plan Reference – Page 22

- 3.1.1 Maintenance and restoration of significant public heritage assets.
- 3.1.2 Act as an advocate for heritage and provide support to heritage property owners.
- 3.1.3 Investigate document, understand and promote the heritage values of the Southern Midlands.

#### 16.1.1 Heritage Project Program Report

#### RECOMMENDATION

**THAT the Heritage Projects Program Report be received and the information noted.**

#### DECISION

*Moved by Clr D Fish, seconded by Deputy Mayor K Dudgeon*

**THAT the Heritage Projects Program Report be received and the information noted.**

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

### 16.2 Natural

#### Strategic Plan Reference – page 23/24

- 3.2.1 Identify and protect areas that are of high conservation value.
- 3.2.2 Encourage the adoption of best practice land care techniques.

#### 16.2.1 NRM Unit – General Report

#### RECOMMENDATION

**THAT the NRM Unit Report be received and the information noted.**

#### DECISION

*Moved by Deputy Mayor K Dudgeon, seconded by Clr D Blackwell*

**THAT the NRM Unit Report be received and the information noted.**

**CARRIED**

<b>DECISION</b>		
<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

### **6.3 Cultural**

#### **Strategic Plan Reference 3.3**

*Ensure that the cultural diversity of the Southern Midlands is maximised.*

#### **16.3.1 Public Art Commissioning Guidelines**

#### **RECOMMENDATION**

**THAT the Public Art Commissioning Guidelines be received and adopted.**

#### **DECISION**

*Moved by Clr D Blackwell, seconded by Clr D Fish*

**THAT the Public Art Commissioning Guidelines be received and adopted.**

#### **CARRIED**

<b>DECISION</b>		
<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

### 16.3.2 Proposed Artworks in the Forecourt of the Oatlands Aquatic Centre

#### RECOMMENDATION

**THAT Artist James McShane be commissioned to undertake the artwork detailed in his Concept Design for an art sculpture to be installed in the forecourt of the Oatlands Aquatic Centre, Oatlands for the amount of \$15,000.00 (excl. GST).**

#### DECISION

*Moved by Clr D Fish, seconded by Deputy Mayor K Dudgeon*

#### THAT:

- a) Subject to obtaining development approval for the proposed art installation (as per concept design submitted by artist James McShane);
- b) Artist James McShane be commissioned to undertake the artwork which is to be installed in the forecourt of the Oatlands Aquatic Centre, Oatlands for the amount of \$15,000.00 (excl. GST).

#### CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller		✓

#### DECISION

*Moved by Clr D Fish, seconded by Deputy Mayor K Dudgeon*

#### THAT Council acknowledge:

- a) That TasWater has committed an amount of \$5,000 as a contribution to the art installation and this be accepted; and
- b) That TasWater would like to install one of its drinking water fountains/stations somewhere near the proposed artwork and this offer also be accepted subject to the location for installation being confirmed in consultation with TasWater.

**Note: This is an initiative TasWater has that provides clean drinking water to residents (and their dogs) in a sustainable way by reducing the need for plastic, single-use water bottles. The water fountains include a permanent drinking water fountain, dog bowl, water bottle refill station and smart-meter data capabilities to monitor their usage. TasWater would pay all the costs and handle installation of the water fountain, then gift it to the council – which would then maintain them and pay for any water consumption.**

#### CARRIED



<b>DECISION</b>		
<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

## 16.4 Regulatory (Development)

### Strategic Plan Reference 3.4

*A regulatory environment that is supportive of and enables appropriate development.*

### 16.4.1 Development Assessment Panel Framework – State Planning Office Position Paper

#### RECOMMENDATION

**THAT the information be received and that Council provide a formal response to the State Planning Office no later 30 November 2023.**

#### DECISION

*Moved by Clr D Blackwell, seconded by Clr F Miller*

#### THAT:

- a) the information be received; and
- b) Council provide a formal response to the State Planning Office no later 30 November 2023, noting that a draft submission will be circulated to Councillors for review and comment prior to lodgement.

#### CARRIED

<b>DECISION</b>		
<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

## 16.5 Regulatory (Public Health)

### Strategic Plan Reference 3.5

*Monitor and maintain a safe and healthy public environment.*

Nil.

## 16.6 Regulatory (Animals)

**Strategic Plan Reference 3.6**

*Create an environment where animals are treated with respect and do not create a nuisance for the community*

### 16.6.1 Animal Management Report

#### RECOMMENDATION

**THAT the Animal Management Report be received and the information noted.**

#### DECISION

*Moved by Cllr D Fish, seconded by Deputy Mayor K Dudgeon*

**THAT the Animal Management Report be received and the information noted.**

#### CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr D Blackwell	✓	
Cllr D F Fish	✓	
Cllr F Miller	✓	

## 16.7 Environmental Sustainability

**Strategic Plan Reference 3.7**

*Implement strategies to address the issue of environmental sustainability in relation to its impact on Councils corporate functions and on the Community.*

Nil.

## 17. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)

### 17.1 Community Health and Wellbeing

**Strategic Plan Reference 4.1**

*Support and improve the independence, health and wellbeing of the Community.*

Nil.

### 17.2 Recreation

**Strategic Plan Reference 4.2**

*Provide a range of recreational activities and services that meet the reasonable needs of the community.*

#### 17.2.1 Oatlands Aquatic Centre – Coordinators Report

### RECOMMENDATION

**THAT:**

- a) the information be received and noted; and
- b) Council consider the ‘Discover Tasmania’ marketing proposal and the conduct of a radio marketing campaign.

### DECISION

*Moved by Deputy Mayor K Dudgeon, seconded by Clr D Blackwell*

**THAT:**

- a) the information be received and noted; and
- b) Council proceed with the ‘Discover Tasmania’ marketing proposal and the conduct of a radio marketing campaign.

### CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

### 17.3 Access

**Strategic Plan Reference 4.3**

*Continue to explore transport options for the Southern Midlands community / Continue to meet the requirements of the Disability Discrimination Act.*

Nil.

### 17.4 Volunteers

**Strategic Plan Reference 4.4**

*Encourage community members to volunteer.*

Nil.

### 17.5 Families

**Strategic Plan Reference 4.5**

*Ensure that appropriate childcare services as well as other family related services are facilitated within the community / Increase the retention of young people in the municipality / Improve the ability of seniors to stay in their communities.*

Nil.

### 17.6 Education

**Strategic Plan Reference 4.6**

*Increase the educational and employment opportunities available within the Southern Midlands*

Nil.

### 17.7 Capacity & Sustainability

**Strategic Plan Reference 4.7**

*Build, maintain and strengthen the capacity of the community to help itself whilst embracing social inclusion to achieve sustainability.*

Nil.

### 17.8 Safety

**Strategic Plan Reference 4.8**

*Increase the level of safety of the community and those visiting or passing through the municipality.*

Nil.

### 17.9 Consultation & Communication

**Strategic Plan Reference 4.8**

*Improve the effectiveness of consultation & communication with the community.*

Nil.

## 18. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)

### 18.1 Improvement

#### Strategic Plan Reference 5.1

*Improve the level of responsiveness to Community & Developer needs / Improve communication within Council / Improve the accuracy, comprehensiveness and user friendliness of the Council asset management system / Increase the effectiveness, efficiency and use-ability of Council ICT systems / maintain the Business Process Improvement & Continuous Improvement framework*

#### 18.1.1 Policy Development - Children Safety & Wellbeing Policy

#### RECOMMENDATION

#### THAT Council:

1. Receive and note the report; and
2. Consider the ‘Children Safety & Wellbeing Policy’ and subject to any amendments, be submitted for formal adoption at the next meeting.

#### DECISION

*Moved by Cllr D Blackwell, seconded by Deputy Mayor K Dudgeon*

#### THAT Council:

1. Receive and note the report; and
2. Consider the ‘Children Safety & Wellbeing Policy’, and subject to any amendments, be submitted for formal adoption at the next meeting.

#### CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr D Blackwell	✓	
Cllr D F Fish	✓	
Cllr F Miller	✓	

### 18.2 Sustainability

#### Strategic Plan Reference 5.2

*Retain corporate and operational knowledge within Council / Provide a safe and healthy working environment / Ensure that staff and elected members have the training and skills they need to undertake their roles / Increase the cost effectiveness of Council operations through resource sharing with other organisations / Continue to manage and improve the level of statutory compliance of Council operations / Ensure that suitably qualified and sufficient staff are available to meet the Communities need / Work co-operatively with State and Regional organisations / Minimise Councils exposure to risk / Ensure that exceptional customer service continues to be a hallmark of Southern Midlands Council*

#### 18.2.1 Tabling of Documents

Nil.

## 18.2.2 Elected Member Statements

An opportunity is provided for elected members to brief fellow Councillors on issues not requiring a decision.

Nil.

## 18.3 Finances

### Strategic Plan Reference 5.3

*Community's finances will be managed responsibly to enhance the wellbeing of residents / Council will maintain community wealth to ensure that the wealth enjoyed by today's generation may also be enjoyed by tomorrow's generation / Council's financial position will be robust enough to recover from unanticipated events, and absorb the volatility inherent in revenues and expenses.*

## 18.3.1 Monthly Financial Statement (Period ending 31 October 2023)

### RECOMMENDATION

**THAT the Financial Report be received and the information noted.**

### DECISION

*Moved by Cllr D Fish, seconded by Deputy Mayor K Dudgeon*

**THAT the Financial Report be received and the information noted.**

### CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr D Blackwell	✓	
Cllr D F Fish	✓	
Cllr F Miller	✓	

### 18.3.2 Amendment to 2023/2024 Fees & Charges Schedule and deletion of Water Carrier Licence Fee

#### RECOMMENDATION

**THAT the 2023/24 Fees & Charges Schedule be amended to delete the Water Carrier Licence fee.**

#### DECISION

*Moved by Clr D Blackwell, seconded by Deputy Mayor K Dudgeon*

**THAT the 2023/24 Fees & Charges Schedule be amended to delete the Water Carrier Licence fee.**

#### CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

### 18.3.3 Currawong Community Choir – Request for Donation

#### RECOMMENDATION

**THAT Council:**

1. Receive and note the letter from Currawong Community Choir; and
2. Consider the request for financial assistance in paying its public liability and volunteer insurance.

#### DECISION

*Moved by Clr D Fish, seconded by*

**THAT Council:**

1. Receive and note the letter from Currawong Community Choir; and
2. Council donate an amount of \$317 to the Choir for payment of its public liability and volunteer insurance.

#### AMENDMENT

#### DECISION

*Moved by Clr D Blackwell, seconded by Clr F Miller*

**THAT Council:**

1. Receive and note the letter from Currawong Community Choir; and
2. Council donate a 'one-off' amount of \$200 to the Choir to assist with payment of its public liability and volunteer insurance during this initial establishment phase.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		✓
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish		✓
Clr F Miller	✓	

## DECISION

**THE AMENDMENT BECAME THE MOTION AND WAS PUT AND CARRIED**

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

## 9. MUNICIPAL SEAL

Nil.

## 20. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

20.1 Telstra – Digital Connectivity Plan (Council Contribution) Project Proposal at Colebrook

### RECOMMENDATION

**THAT Council commit \$20,000 as a co-contribution, which will form part of an upgrade proposal to be developed by Telstra and submitted under the Australian Government's Regional Connectivity Program.**

### DECISION

*Moved by Clr F Miller, seconded by Deputy Mayor K Dudgeon*

**THAT Council commit \$20,000 as a co-contribution, which will form part of an upgrade proposal to be developed by Telstra and submitted under the Australian Government's Regional Connectivity Program.**

**CARRIED**



<b>DECISION</b>		
<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

## RECOMMENDATION

**THAT in accordance with Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*, the following items are to be dealt with in Closed Session.**

<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2015 Reference</b>
<i>Closed Council Minutes - Confirmation</i>	15(2)(g)
<i>Applications for Leave of Absence</i>	15(2)(h)
<i>Sale of Property for Unpaid Rates &amp; Charges</i>	15(2)(f)
<i>Tender-Annual Road Stabilisation Program</i>	15(2)(d)
<i>Tender-Annual Road Spray Sealing Program</i>	15(2)(d)
<i>Tender-RFT02/2023 Interlaken Road-Construct and Seal</i>	15(2)(d)

## DECISION

*Moved by Deputy Mayor K Dudgeon, seconded by Clr D Fish*

**THAT in accordance with Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*, the following items are to be dealt with in Closed Session.**

## CARRIED

<b>DECISION</b>		
<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr D Blackwell	✓	
Clr D F Fish	✓	
Clr F Miller	✓	

## RECOMMENDATION

**THAT** in accordance with Regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2015*, Council move into Closed Session and the meeting be closed to members of the public.

## DECISION

*Moved by Deputy Mayor K Dudgeon, seconded by Cllr D Fish*

**THAT** in accordance with Regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2015*, Council move into Closed Session and the meeting be closed to members of the public.

## CARRIED

<b>DECISION (MUST BE BY ABSOLUTE MAJORITY)</b>		
<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr D Blackwell	✓	
Cllr D Fish	✓	
Cllr F Miller	✓	

## CLOSED COUNCIL MINUTES

### 21. BUSINESS IN “CLOSED SESSION”

#### 21.1 Closed Council Minutes - Confirmation

*In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.*

*Item considered in Closed Session in accordance with Regulation 15(2)(g) of the Local Government (Meeting Procedures) Regulations 2015.*

#### 21.2 Applications for Leave of Absence

*In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.*

*Item considered in Closed Session in accordance with Regulation 15(2)(g) of the Local Government (Meeting Procedures) Regulations 2015.*

#### 21.3 Sale of Property for Unpaid Rates and Charges

*In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.*

*Item considered in Closed Session in accordance with Regulation 15(2)(g) of the Local Government (Meeting Procedures) Regulations 2015.*

#### **21.4 Tender – Annual Road Stabilisation Program**

*In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.*

*Item considered in Closed Session in accordance with Regulation 15(2)(g) of the Local Government (Meeting Procedures) Regulations 2015.*

#### **21.4 Tender – Annual Road Spay Sealing Program**

*In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.*

*Item considered in Closed Session in accordance with Regulation 15(2)(g) of the Local Government (Meeting Procedures) Regulations 2015.*

#### **21.5 Tenders – RFT02/2023 Interlaken Road – Construct and Seal**

*In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.*

*Item considered in Closed Session in accordance with Regulation 15(2)(g) of the Local Government (Meeting Procedures) Regulations 2015.*

### **RECOMMENDATION**

**THAT Council move out of “Closed Session”.**

### **DECISION**

*Moved by Deputy Mayor K Dudgeon, seconded by Cllr D Blackwell*

**THAT Council move out of “Closed Session”.**

### **CARRIED**

<b>DECISION</b>		
<b>Councillor</b>	<b>Vote FOR</b>	<b>Vote AGAINST</b>
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr D Blackwell	✓	
Cllr D Fish	✓	
Cllr F Miller	✓	

## **OPEN COUNCIL MINUTES**

### **21. CLOSURE**

The meeting closed at 1.28 p.m.

CHAUNCY VALE WILDLIFE SANCTUARY MANAGEMENT COMMITTEE

SOUTHERN MIDLANDS COUNCIL

MINUTES

OF GENERAL MEETING HELD ON MON 4<sup>TH</sup> DECEMBER 2023

AT CHAUNCY VALE RESERVE

**Present:**

Tony Bantick	Community
Vicky Bird	Bagdad Field & Game (BF&G)
Graham Green	SMC
Erin and Brody	Caretakers
Jamie Ward	Community
Victoria Needham	Community
Heather Chauncy	Chauncy Family
Ben Masterman	Chauncy Family
Elise Jeffery	TLC
Morrigan Guinane	TLC (Guest)

<b>Absent:</b> Donna Blackwell	Chair (Councillor)
Brian Campbell or Rep.	PWS

**Apologies:**

**1. Minutes**

The minutes of the previous meeting held on September 4<sup>th</sup> 2023 were accepted as a correct record: Moved – Vicky, seconded – Jamie, carried

**2. Matters arising from the minutes**

*Caretaker* – The identified caretaker issues have been resolved.

New Caretakers, Brody and Erin (and daughter Riley) have moved in and have a 1 year lease.

### 3. Correspondence

- *Dave Peters* – Request to undertake a survey of mosses and liverworts in the reserve to repeat a study done by Tony Moscal 50 years ago. An opportunity to track any environmental changes that have occurred in this time. The request was accepted.
- *Dagmara Finlayson* – Goat sightings and photos from Eve's Bath area for our information.
- *Laura Young* – resignation as Caretaker.
- *Rowena McDougall* – resignation as Council rep on the Committee due to resignation from Council.
- *Roy Skabo* – Thankyou for hosting Australian Plant Society Field Day.

### 4. Financial report

The account balance as at 17/11/23 was \$23,205.

Recent large expenses were for completion of the Wombat Woodland Walk – the bridge fabrication and installation costs totaled \$11,125.

Recent significant expenses not yet in our financial statement include: Caretaker house maintenance – Tony Collis; driveway repairs and drainage – works crew; gutter /ember guard for Day Dawn – Grating Tas; and internet upgrade to Starlink, including installation.

The Committee approved purchase of a Stihl battery brushcutter for clearing track edges – contingent upon the small grant from Jane Howlett not coming through. The funds for a brushcutter were promised through a small grant but it's been a six month wait so far.

Financial report Moved – Heather, seconded – Jamie carried

### 5. Guest speaker – Quoll monitoring project – Morigan Guinane

Morigan Guinane from TLC spoke about the eastern quoll monitoring program through UTAS, TLC and WWF. The project is for 5 years over 14 sites in eastern Tasmania, Chauncy Vale/Flat Rock (CVFR) is one of the sites. The project is investigating quoll presence, densities, food resources, and reasons for population decline. There are 30 cameras deployed over CVFR. Eastern quolls can be difficult to capture on the cameras as they move quickly. Images will be processed by AI and it is hoped that the software can be taught to track the fast moving quolls.

To date eastern quoll scats have been observed on Flat Rock – they are smaller than tiger quoll and devil scats, often containing invertebrate casings. Invertebrate traps and pitfall traps deployed will provide an indication of invertebrate food resources, thought to be a primary food source for the quolls.

One aim is to determine the density of quolls through individual identification of animals. This can be tricky as they are known to be a ‘boom and bust’ species, that is, their numbers can rise and fall rapidly in response to changes in their environment.

Another project aim is to develop a hypothesis for the decline of eastern quolls in eastern Tasmania. Decline in numbers is potentially related to food resources, climate change and/or cats. The cameras should pick up the presence of cats which will help in understanding the impact of cats on quolls, whether it be by competition for resources, spread of disease, or predation.

At completion of data collection and analysis, six of the 14 project sites will be used for translocation of captive bred quolls. Quolls are being bred at four locations in Tasmania.

Morrigan will keep us posted on findings from the project and will be invited back to speak to the committee at a similar time next year.

## **6. Tasmanian Land Conservancy Flat Rock Reserve update**

Some track clearing has been undertaken to remove trees over the track on Flat Rock Reserve.

There was some discussion on trimming of track edges – there will be more vigilance with this once we have a brushcutter.

Tony asked about the keys to The East Bagdad Road entrance to Flat Rock seeking assurance that they haven’t changed - to ensure access for fire crews.

## **7. Other business**

### Governor’s visit

The Governor and her husband visited Chauncy Vale on the 15<sup>th</sup> of September. Most of their time was spent discussing the information about the Chauncy Family and reserve history with Heather at the interpretations shelter and at Day Dawn Cottage.

Her Excellency spoke about Chauncy Vale in glowing terms at a community lunch in Oatlands after her visit to the reserve.

Reserve Management Update

*Graffiti and sign damage* - The new rope bridge has been graffitied again. It is possible that the perpetrator has been caught on a trail camera that was set up to monitor the bridge. Photos will be checked soon.

Three track marker/directional and interpretations signs have been forcibly removed. Graham to collaborate with Elise to get them replaced.

*Goats* – a collaboration between Bagdad Field and Game and the new Caretakers may lead to a coordinated approach for dealing with the goat issue in the reserve. Brody and Erin have observed that the goats are camping in the caves.

*Weeds* – There are fewer thistles to deal with in the reserve this year, however the river flat near the picnic shelter is has a lot of small thistles coming up. Graham to spray these before the end of the year.

*Day Dawn* – The new caretakers have put in a big effort to clean Day Dawn. Gutter/ember guard has been purchased and will be installed before the end of the year.

*Fire management and safety* – Elise mentioned the new policy that TLC has regarding triggers for closing reserves related to the fire danger rating. This is something to be considered for Chauncy Vale as well.

Safety issues regarding the caretakers and bushfire were discussed and Brody was briefed in usage of the fire pump.

*All-Trails and Avenza Maps* - Ben mentioned that interaction with 'All-Trails' could be beneficial for us – there are a couple of gaps in our track network that don't currently show on All Trails and these could be supplied to them. TLC have a map of CVFR that should open in Avenza Maps – Graham to make note of this on our web site.

**8. Next meeting**                      February – To Be Advised



# **MINUTES**

## **SOUTHERN MIDLANDS COUNCIL FACILITIES & RECREATION COMMITTEE**

***(GRANTS ONLY)***

**WEDNESDAY 29<sup>th</sup> NOVEMBER 2023**

Held at the

Municipal Offices, 71 High Street, Oatlands

09.30 a.m.



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### ATTACHMENTS to the Agenda

<i>Item 3.1</i>	<i>Previous Facilities and Recreation Committee Minutes</i>
<i>Item 3.2</i>	<i>Summary of Applications received</i>
	<i>Folder containing hard copy of all applications</i>

# MINUTES

## FACILITIES & RECREATION COMMITTEE

### 1. ATTENDANCE

#### Committee

Clr Don Fish – Chair  
Clr Edwin Batt

#### Council Officers

Andrew Benson  
Wendy Young  
Rachel Collis  
Joanne Rowley  
Sophie Blyth

### 2. APOLOGIES

Clr Karen Dudgeon

### 3. RECEIPT OF MINUTES

#### 3.1 CONFIRMATION OF SOUTHERN MIDLANDS FACILITIES AND RECREATION COMMITTEE MINUTES

The minutes of the meeting held on 13<sup>th</sup> September 2023, as previously circulated, were submitted for confirmation.

#### DECISION

*Moved by Clr D Fish, seconded by Clr E Batt*

**THAT the Minutes of the previous meeting of held on the 13<sup>th</sup> September 2023, as previously circulated, be confirmed.**

#### CARRIED

Councillor	Vote For	Vote Against
Clr D F Fish (Chairperson)	✓	
Mayor E Batt	✓	

#### **4. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA**

In accordance with the requirements of Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2015*, the Council committee, by simple majority may decide at an ordinary meeting to deal with a matter that is not on the agenda if the General Manager has reported

- (a) the reason it was not possible to include the matter on the agenda;
- (b) that the matter is urgent; and
- (c) that advice has been provided under section 65 of the Act.

#### **RECOMMENDATION**

**THAT the Council Committee resolve by simple majority to deal with any supplementary items not appearing on the agenda, as reported by the General Manager in accordance with the provisions of the *Local Government (Meeting Procedures) Regulations 2005*.**

Nil

## **5. DECLARATIONS OF PECUNIARY INTEREST**

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015*, the chairman of a meeting is to request Councillors to indicate whether they have, or are likely to have, a pecuniary interest in any item on the Agenda.

Accordingly, Councillors are requested to advise of a pecuniary interest they may have in respect to any matter on the agenda, or any supplementary item to the agenda, which Council has resolved to deal with, in accordance with Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2015*.

Clr Edwin Batt declared an interest in the Navigate Family Services Inc Grant Application.

## 6. PUBLIC QUESTION TIME

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2005*, the agenda is to make provision for public question time.

In particular, Regulation 31 of the *Local Government (Meeting Procedures) Regulations 2005* states:

- (1) *Members of the public may give written notice to the General Manager 7 days before an ordinary meeting of Council of a question to be asked at the meeting.*
- (2) *The chairperson may –*
  - (a) *address questions on notice submitted by members of the public; and*
  - (b) *invite any member of the public present at an ordinary meeting to ask questions relating to the activities of the Council.*
- (3) *The chairperson at an ordinary meeting of a council must ensure that, if required, at least 15 minutes of that meeting is made available for questions by members of the public.*
- (4) *A question by any member of the public under this regulation and an answer to that question are not to be debated.*
- (5) *The chairperson may –*
  - (a) *refuse to accept a question; or*
  - (b) *require a question to be put on notice and in writing to be answered at a later meeting.*
- (6) *If the chairperson refuses to accept a question, the chairperson is to give reasons for doing so.*

Nil

## 7. COMMUNITY SMALL GRANTS PROGRAM

### 7.1 SOUTHERN MIDLANDS COMMUNITY SMALL GRANTS PROGRAM 2023 – Round 2

**Author:** DEPUTY GENERAL MANAGER (ANDREW BENSON)

**Date:** 24<sup>th</sup> November 2023

**Attachments:**

1. *Assessment Analysis (A3 size - to be provided at the meeting)*
2. *Summary of Applications received*
3. *Folder containing hard copy of all applications*

### BACKGROUND

Council has conducted a Community Small Grants program twice a year since 2008, converting to an annual program in September 2009. The main aim of the program is to streamline and condense the many requests for financial support received from various community groups, charitable organisations and service providers throughout the year. The program has proven to be very popular with all the target groups and excellent goodwill is gleaned from the successful grant recipients. Additional kudos has been obtained by having presentations to successful Grantee organisations at the Australia Day function in January.

### [EXTRACT FROM THE GUIDELINES]

*The Southern Midlands Council's Community Small Grants program has been established to support projects, programs and activities developed for the benefit of the residents of the Southern Midlands local government area.*

*The Community Small Grants provide assistance to community groups to provide programs, improve safety, undertake minor capital works, facilitate small seminars, conferences and forums or purchase equipment.*

*The Southern Midlands Council recognises the immense community benefit provided to our residents and visitors by local community organisations through the provision of opportunity for involvement in activities in Southern Midlands.*

*The Community Small Grants Program is one method of supporting and assisting local organisations in providing additional opportunities for the Southern Midlands community.*

**Purpose**

*To provide financial assistance in a regulated and equitable way to community groups catering for, and responding to, the needs of the residents and visitors to Southern Midlands.*

*The program provides assistance to organisations to conduct a wide range of activities. The following broad categories are designed to give applicants an idea as to the types of projects which Council seeks to support through this program:*

### **Community Building**

*Projects which aim to increase community participation & access to information, services & facilities while strengthening community and social well-being.*

### **Minor Capital Works**

*Projects which enhance our community facilities by aiding in the development of new facilities or improvements to any existing Community/Council owned facility. It will provide assistance for projects such as fencing, roofing, ground lighting, shade sails, building refurbishments, paving, etc.*

### **Safety/Accessibility Upgrades/Equipment**

*Projects that increase the capacity of local groups and clubs to cater for the needs of the community. These developments can be in the form of a construction project or the purchase of equipment.*

### **Frequency**

*Council's grant program is currently held on an annual basis.*

### **Important Dates:**

*The current round for assistance opens at 8.30am on Wednesday 2<sup>nd</sup> August 2021 and **closes on Monday 28<sup>th</sup> August 2023 at 4:00pm**. Applications can be lodged at either the Oatlands or Kempton Office, or lodged electronically at [mail@southernmidlands.tas.gov.au](mailto:mail@southernmidlands.tas.gov.au)*

*Projects are able to start from Monday 9<sup>th</sup> October 2023 - full acquittal is required by 30<sup>th</sup> July 2024.*

### **Level of Funding Available**

*An organisation can apply for assistance up to a maximum of \$3000 per round- no minimum grant amount applies.*

### **Eligibility**

#### **Financial Assistance WILL be considered for:**

- *Any not for profit community group or voluntary association that is legally constituted as an incorporated body or under the auspice of one.*
- *The group or organisation is located in the Southern Midlands municipal area or is proposing an activity or project which will take place in the Southern Midlands municipal area, for the benefit of those who live, visit or conduct business in the municipal area.*
- *The applicant is able to demonstrate financial viability and competence.*
- *The applicant meets Council's insurance requirements.*
- *Education providers are able to apply on the condition that the project/activity is open to all residents and has a broad community benefit.*
- *For equipment grants, applicants are required to contribute at least 50% towards the cost of equipment for items considered 'consumables' eg cricket bats / balls , Footballs etc .Items of a longer term nature eg line marking*

*machines , training equipment and the like would be eligible for up to 100% funding.*

- *Projects that are seeking funding from \$3,001 to \$5,000 shall be required to have a matching 50% contribution from other sources.*

*The following are important areas to address*

- *Any application which relates to works or projects on property not under the applicants direct ownership (land tenure) or control, must provide a letter of authorisation and approval for said works / projects from the land owner with the grant application.*
- *In the case of applications from the Department of Education, where the facilities will be used by Community and school students alike, the application requires written commitment from the Department of Education / Principal that the facilities (or improvements) will be accessible by the public.*

**Financial Assistance WILL NOT be given for:**

- *Activities by a private person that is not a formal representative of a bone fide organisation.*
- *Activities of For-Profit organisations.*
- *Applicant organisations who have previously failed to acquit Council assisted projects in line with the agreed terms.*
- *Projects that have previously received funding from this grant program.*
- *Working Capital or straight donation purposes.*
- *Projects by local schools/education providers that are exclusive to student's core school curriculum with no availability to the general public.*
- *Retrospective request for a project already fully or partially completed*
- *Community Organisations who already receive Council funds to undertake a specific activity for which funding is being sought or community organisations wanting to do a specific activity that is already funded by Council.*
- *Facilities where little or no public access is available.*
- *Travel to sporting competitions or conferences for individual or community groups.*
- *Projects/ programs that are not based in or focused on southern midlands residents*

*It should be noted that meeting the eligibility criteria is not a guarantee of funding.*

*The following conditions apply to all financial assistance allocated through the program*



### **Project Management**

*Funds will only be spent on the project for which funds were applied and as approved by the Southern Midlands Council.*

*Successful applicants must finalise and acquit the project within the approved time frame and approved budget as per application form.*

*Any variation of this agreement, such as an extension of the project completion date, shall only be made in writing between the parties. Any request for extension of time must be received in writing prior to the relevant original acquittal completion date.*

*Successful applicants are required to maintain a copy of all receipts of project expenditure for the term of the grant program, including copies of any advertising, media, newsletters, etc. Council will require copies of expenditure invoices / receipts as part of its acquittal procedure.*

*If relevant, applicants must obtain and comply with all applicable Council Permit Regulations for example planning, &/or building permit – including road closures, outdoor advertising and any health and safety programs (please ensure that costs for these permits, if required, are included in your application). Please ensure that you have allowed sufficient timeline for these approvals to be obtained and the project to be completed in a timely manner.*

*The Council strongly encourages that all equipment acquired through the program be insured against theft and fire or covered under your organisations insurance policy.*

*Although possession of current public liability insurance is not a condition of eligibility, Council strongly encourages all applicants to investigate all their insurance requirements to ensure activities are adequately covered and protected.*

### **Financial**

*Should a group not be able to fulfil the grant conditions as indicated on the application form or substantial savings have been made, any unspent funds shall be returned to the Southern Midlands Council. In special circumstances, surplus funds from savings made may be authorized for redirection to fund similar projects/ activities. Pre-approval in writing should be sought from Council prior to any additional funds being expended. Should the project exceed the amount estimated, groups will be required to meet the additional costs.*

### **Promotion**

*The Council requests that successful applicants actively promote the support of the Southern Midlands Council. This may include (but not limited to) any of the following:*

- Inclusion of the Southern Midlands Council logo in press advertising or any promotional material.*
- Acknowledgement of the Southern Midlands Council in radio or television advertising, award presentation, etc.*

- *Opportunities for the Mayor or delegate to participate in any public relations activities, launches, or proceedings associated with the project. Sufficient notice should be given in the form of an official letter of invite addressed to the General Manager.*
- *Must attend Council arranged event celebrating the provision of the grant funding, in particular providing a representative at Council's Australia Day ceremony.*
- *Prominently displaying any certificates or plaques associated with the Council's provision of any grant funding*

*A version of Council's Logo is available and will be provided on request. The logo can only be used for a specific purpose to which it was requested and must be replicated in its existing form and not altered in any way.*

*If use of the Council logo is not practicable, the following wording should be incorporated in any material related to the funded project: "Proudly supported by the Southern Midlands Council".*

#### **Evaluation / Acquittal Process**

*Once the project or equipment purchase has been completed, grant recipients must submit an evaluation and provide copies of any advertising, newsletters and media releases relating to the funded project. An evaluation form will be provided with the grant approval letter.*

*Evidence of expenditure of funds is required to accompany the evaluation. It is preferred that the evaluation / acquittal information be forwarded as soon as the project or purchase is complete ie not left until the final acquittal date*

*Unsatisfactory acquittal of the grant may lead to withdrawal of the grant approval and subsequent request for return of the allocated funding. Inability to apply for future grant funding may also apply in this circumstance. If you are having difficulties completing the acquittal obligations, please contact Council's grant staff to discuss possible solutions.*

#### **Priority Criteria**

*Due to the limited amount of funds available, priority will be given to projects that:*

1. *Demonstrate considerable benefit to the Southern Midlands community;*
2. *Raise the awareness of or access to a service, program, group or issue or maximize the participation or use of a facility;*
3. *Demonstrate coordination with other groups in the community;*
4. *Address local issues by attempting to meet a community need or gap;*
5. *Show evidence of community support for the project;*
6. *Enhance the lifestyle options for residents and visitors in the community;*

7. *Demonstrate an ability to manage the project through resource allocation including financial resources, effective planning, clear goals and evaluation processes;*
8. *Demonstrate the ability to be ongoing [if applicable]*
9. *Is the project reliant on other funds, if so has other funding been approved (evidence of the other funding is required to accompany the application);*
10. *Includes the ability for broad Community access – Land Tenure [in the ownership of the applicant or in other ownership]*
11. *Grant funds applied for as a % of the total amount to complete the project [inc. in kind contribution] i.e. A financial contribution by the applicant/s would be favorably looked upon*
12. *The Project shall be one that has not received any previous funding for the same purpose by Council or any other funding body (i.e. no ‘double dipping’)*
13. *Demonstrate that a Risk Assessment of the project is deemed within acceptable limits*
14. *Has the Applicant received funding over the last five years (if the organisation has received funding over the last five years through this program, then a weighting will be included to provide a higher ranking for Applicants that have not received funding over the last five years)*

*Final funding decisions are made on the merit of each application against the stated eligibility criteria, guidelines and an assessment against the aforementioned criteria.*

### **Assessment**

*The application process is as follows:*

*The application forms can be accessed from the Council Chambers, Oatlands and Kempton or via the Council Website: [www.southernmidlands.tas.gov.au](http://www.southernmidlands.tas.gov.au)*

*Applicants are encouraged to contact Council’s Manager Community & Corporate Development, Andrew Benson on 6254 5050 if you have any questions relating to completion of the forms or require information in regard to how your project meets the guidelines of the program.*

*The completed applications, once received within timeline parameters, will be assessed and prioritized by the assessment panel consisting of Council Officers and Councillors. The panel’s decision is final and no further correspondence shall be entered into.*

*The assessment panel will then make their recommendations to the next scheduled Council Meeting for adoption.*

*Once adopted by Council the applicants will be informed of their success or otherwise in gaining funding. Successful applicants will need to supply Council with a tax invoice [ on their own letterhead preferably ] for the approved grant amount*

*to allow funding of grant monies to be processed .**This should be done as soon as the approved grant funding letter has been received.***

**NOTE: The Caveat was provided that if an organisation had received funding in the 2023 Program Round 1 then that organisation would not be eligible for funding under Round 2 2023**

### **Tips for completing the Application Form**

*Please use the following as a guide to help you to complete the application form.*

#### **Section 1: General Information**

*1 – 5 As directed by the form, please provide as many details as possible about your group / organisation / club.*

#### **Section 2: Details of the Project**

*Tell us about your project, what you are planning and what you want to achieve.*

- 6. Select the category that your project best fits under.*
- 7. Give your project a name which represents what your project/activity is about.*
- 8 Indicate where the project/activity is to be held or carried out (e.g. Hall, park, or facility).*
- 9 When answering this question think about the following:*
  - What does your group want to achieve? (e.g. raise awareness of a service program, group or local issue, improve access to and use of a community facility, maximize participation in your group or a particular activity, improve safety).*
  - What steps are you planning to take to make sure your project/activity runs smoothly?*
  - Who might you involve; (e.g.) young persons, older persons, people with different abilities, people from different cultural backgrounds).*
  - Why is this project/activity important for your group/organisation and the wider community?*
- 10 When answering this question think about the following?*
  - How things will be different for your group and/or the wider community?*
  - What might it allow them to do that they can't at present?*
  - How might it improve access to or participation in activities?*
  - Who will benefit most from your project/activity?*

*Keep in mind concepts such as community pride, attracting people to the region and spending money in the community, forming new community links, etc.*
- 11 Tell us how your group identified a need in the community (e.g. community consultation, public meeting, suggestion box).*
  - Why do you think the need exists?*

- *Why is it a problem/issue for your group and/or the wider community?*
- *Who have you spoken to about this need?*
- *Why has your group chosen this way to tackle the problem and/or improve the situation?*

12. *To answer these questions think about:*

- *Can you draw on volunteers from within your group or organisation? If yes, what sort of work will they be asked to do or in what way can they help?*
- *What equipment, machinery, etc. you have?*
- *What sort of skills or abilities do the individuals involved in the project/activity have? (e.g. financial management, organisational, trade skills – e.g. plumber, builder etc).*
- *What type of outside assistance will you seek to complete the project or run the event?*

13. *For example:*

- *Increased participation/membership*
- *A well attended event or activity*
- *Peoples comments and thoughts (how will you get these?)*
- *Media coverage (e.g. newspaper, community newsletter)*  
*You may wish to identify the main aims of your project which you can go back and review to see whether you were successful.*

14. *Please provide approximate start date, completion date, and a contact person for the project.*

### **Section 3: Budget**

*Please complete this section as accurately as possible and attach more pages if necessary.*

15. *Clearly list the expenses for your project/activity and indicate which expenses you intend to use Council's contribution for.*

16. *Please provide details of the confirmed and anticipated sources of funding for your project. If available please provide with your application any documents confirming the availability of these funds (e.g. bank statements, loan details, letters, etc).*

*Good luck with your Application*

**[END OF EXTRACT FROM THE GUIDELINES]**

### **CURRENT POSITION**

This is the seventeenth round of the Grants Program that Council have offered, with the application form and guidelines being continually refined to provide clear and concise information and criteria for community groups and organisations who apply for the grants.

The Program time table is shown below:-

Below is the timetable for administration of the  
Round Two grant program for 2023

### TIMETABLE

<b>Advertisement in Facebook &amp; Council website plus SMRN Facebook</b>	<b>Monday 2 October 2023</b>
<b>Grant Applications open</b> (with Application Forms available from the SMC website from this date)	<b>Wednesday 4 October 2023</b>
<b>Grant Applications close</b>	<b>Monday 13 November 2023</b> (4.00pm)
<b>Confirmation letter acknowledging receipt of applications</b>	<b>Thursday 16 November 2023</b>
<b>Facilities &amp; Recreation Committee Agenda closes</b>	<b>Thursday 23 November 2023</b>
<b>Facilities &amp; Recreation Committee meeting</b> (Assessment of the Applications)	<b>Wednesday 29 November 2023</b>
<b>Full Council meeting Agenda closes</b>	<b>Thursday 7<sup>th</sup> December 2023</b>
<b>Full Council meeting – Oatlands</b> (To consider recommendations from the Facilities & Recreation Committee)	<b>Wednesday 13 December 2023</b>
<b>Successful / Unsuccessful letters to grant applicants</b>	<b>Week commencing Monday 18 December 2023</b>
<b>Grant Acquittal</b>	<b>30 June 2024</b>

12 applications have been received identifying **\$41,829.00** worth of projects, requesting a total of \$29,131.00 of support from Council through the SMC Community Small Grants Program 2023 – Round 2. Within the application we ask,

**GRANT AMOUNT REQUESTED:**                    \$ \_\_\_\_\_ **[GST inc]**

*Council may not be able to fund the full amount requested .Please advise the minimum amount that would still allow the project to continue \$ \_\_\_\_\_.*

A total “Will Accept” figure of \$28,727.00 has been determined from the applications for this grant round. The funds available for distribution by Council, as the underspend on the Round 1 for the projects being \$15,839.00 as per the 2023/24 budget,

## ASSESSMENT PROCESS

As per the previous rounds, to assess the applications in an open, transparent and equitable manner, whilst maintaining a rigorous analysis against the established criteria, the Deputy General Manager (Andrew Benson) prepared a rational decision making process to assist the Facilities & Recreation Committee in their deliberations.

The process consisted of;

- **Firstly**, a set of criteria in a matrix format to establish the initial eligibility of the applicants. This set of criteria was extracted from the grant guidelines as issued to the Applicants. This set of criteria required a YES, NO or N/A response. These are classified as *must comply*, if an Applicant does not meet this then the application is not further assessed.

<b>MUST - Eligibility YES</b>
A not for profit community group or voluntary association that is legally constituted as an incorporate body
A not for profit community group or voluntary association that is not legally constituted as an incorporate body but will operate this grant under the auspice of one - Name of auspicing body
The group or organisation is located in the Southern Midlands municipal area
The group or organisation is proposing an activity or project which will take place in the Southern municipal area, for the benefit of those who live, visit or conduct business in the municipal area.
The applicant is able to demonstrate financial viability and competence.
The applicant meets Council's insurance requirements (if applicable).
Is the applicant an educational organisation
If an education provider will the project/activity be open to all residents and does it have a broad community benefit.
If the application is for an equipment grants applicants are required to contribute at least 50% towards the cost of the equipment, has this been identified in the budget.

- **Secondly**, a set of criteria in a matrix format to establish the areas in which the grant does not cover. This set of criteria was extracted from the grant guidelines as issued to the Applicants. This set of criteria required a YES, NO or N/A response. These are also classified as *must comply*, if an Applicant scores a YES in response then the application is not further assessed.

<b>MUST - NOs</b>	<b>Funds not available for the following</b>
Has the Applicant organisation previously failed to acquit Council assisted projects in line with the agreed terms.	
Actions/services previously disbursed.	
Fundraising purposes (donations).	
Program/projects by local schools/education providers that are exclusive to students Core school curriculum and activities cannot be considered.	
Projects with ongoing costs e.g. staff, salaries, administration, maintenance, insurance, rental or lease arrangements.	

Community Organisations who already receive Council funds to undertake a specific activity for which funding is being sought or community organisations wanting to do a specific activity that is already funded by Council.
The purchase of land.
Routine and regular maintenance work to existing facilities (e.g. gardening, cleaning).
Facilities where little or no public access is available.
Travel to sporting competitions or conferences for individual or community groups.

- **Thirdly**, a set of criteria that have been called the WANTS in a matrix format that are ‘weighted’ to gauge the extent to which the assessment team believe that the application meets the criteria detailed below. This set of criteria has been extracted from the grant guidelines as they are pivotal to the decision making process, eg risk assessment, funding sought from Council as a percentage of the total project costs, etc.

This set of criteria required a “raw scoring” of between 1 and 5 (5 being the highest/best category), which is then multiplied by the weighting to achieve a “refined score”. For example in Criterion 1 on the next page, the weighting (WT) is 10 because it was felt that this criterion represents a very high priority, when the application is scored by an assessment panel member against this criterion, if the member of the assessment panel scores it as a 1, in the 1 to 5 range, this is then automatically multiplied by the weighting (WT), which arrives at a “refined score” of 10. Likewise if the member assessed it as a 5, in the 1 to 5 range which is then automatically multiplied by the weighting (WT) it comes up with a “refined score” of 50. Working this process through against each of the fourteen criteria by each of the assessment panel members it arrives at a total as shown on the A3 Summary Sheet. Affectively in this model the highest collective score is determined to be the most deserving application.

WANT
<b>Criteria 1</b> Demonstrate considerable benefit to the community;
<b>Criteria 2</b> Raise the awareness of or access to a service, program, group or issue or maximize the participation or use of facility;
<b>Criteria 3</b> Demonstrate coordination with other groups in the community;
<b>Criteria 4</b> Address local issues by attempting to meet a community need or gap;
<b>Criteria 5</b> Show evidence of community support for the project;
<b>Criteria 6</b> Enhance the lifestyle options for residents and visitors in the community;
<b>Criteria 7</b> Demonstrate an ability to manage the project through resource allocation, effective planning, clear goals and evaluation processes;
<b>Criteria 8</b> Demonstrate the ability to be ongoing (if appropriate).
<b>Criteria 9</b> Is the project reliant on other funds, if so has other fund been approved
<b>Criteria 10</b>



Includes the ability for broad Community access – Land Tenure
<b>Criteria 11</b>
Grant funds applied for as a % of the total to complete the project
<b>Criteria 12</b>
The Project shall be one that has not received any previous funding for the same purpose by Council or any other funding body
<b>Criteria 13</b>
Risk Assessment of this Project
<b>Criteria 14</b>
Funding received over the last five years

- Potential Conflict of Interest** It is important to have at least six people that assess and score the applications because of the high level of potential ‘conflict of interest’ that is present in such a small Community. When a Councillor or officer identifies a conflict of interest (ie if an Elected Member or an Officer on the Assessment Panel is an office bearer for the organisation that is an Applicant for a grant, they are required to declare that interest and exit the meeting, they do not enter into discussions or score that application) and the automatic scoring in the spread sheet is adjusted by the averaging (ie if there is no conflict of interest with an Application the totals of all six scorers is summed and then divided by six to achieve the average. If there is one conflict of interest then the totals of all five scorers is summed and then divided by five to achieve the average). Therefore with potentially six assessors individually scoring fourteen criteria, coupled with the weightings and then the averaging, no one assessor has the ability to adversely influence the potential outcome of the scoring. In a further element of transparency the A3 Summary Sheet is available to all applicants so that they can gauge their level of success compared with the other applicants based purely on the identified criteria.

Members of the Assessment Panel who declare an interest and therefore stand aside in relation the nominated application are identified in the report to Council, to ensure the integrity of the process.

## INFORMATION PROVIDED PRIOR TO THE ASSESSMENT PROCESS

The Deputy General Manager advised the Committee that Family Services Tasmania Inc (FST), who were a successful applicant in the first round of the grants program 2023 went into voluntary liquidation the month after they were advised of the success of their application.

Given that Navigate Family Services Inc (NFS), were part of that application, the Deputy General Manager contacted NFS to enquire, that given the FST inability to carry the grant outputs into fruition would NFS have the ability and or the resources to deliver the grant program as detailed in the FST application/approval. If so, the grant approval could be transferred to NFS to deliver the project, if not the FTS approval would lapse and the funds would go into the ‘pool of funds’ for the round 2 grants program 2023. NFS took the information on board and committed to get back in touch within a week. NFS did respond saying that they felt that they would decline the offer and submit a grant application in their own right for the round 2 program 2023.

## SCORING GUIDE

The Deputy General Manager explained the manner in which the Assessment Panel were required to ‘score’ the each of the criteria based on the information provided within the application, that framework is provided on the next page. This framework provides a consistent manner in which each application is addressed based on the information that the applicant has included in their application. This process ensures that members of the Assessment Panel bring an impartial mind to their decision.

MINUTES

Southern Midlands Facilities & Recreation Committee Grants Only – 29<sup>th</sup> November 2023

**SCORING GUIDE**

WANT	WT	SCORE	SUM	Scoring of Responses				
				1	2	3	4	5
<i>Criteria 1</i> Demonstrate considerable benefit to the community;	10			Very poor / No demonstrated committment in this criteria / Very Low	Minimal committment demonstrated / Low	Relevant committment demonstrated / Medium	Good level of commitment demonstrated / Good	High level of commitment demonstrated / Very Good
<i>Criteria 2</i> Raise the awareness of or access to a service, program, group or issue or maximize the participation or use of facility;	10							
<i>Criteria 3</i> Demonstrate coordination with other groups in the community;	5							
<i>Criteria 4</i> Address local issues by attempting to meet a community need or gap;	15							
<i>Criteria 5</i> Show evidence of community support for the project;	10							
<i>Criteria 6</i> Enhance the lifestyle options for residents and visitors in the community;	5							
<i>Criteria 7</i> Demonstrate an ability to manage the project through resource allocation, effective planning, clear goals and evaluation processes;	15							
<i>Criteria 8</i> Demonstrate the ability to be ongoing (if appropriate).	10							
<i>Criteria 9</i> Is the project reliant on other funds, if so has other fund been approved	5			1 no	2	3	4	5 yes
<i>Criteria 10</i> Includes the ability for broad Community access – Land Tenure	10			1 no	2	3	4	5 yes
<i>Criteria 11</i> Grant funds applied for as a % of the total amount to complete the project (including in-kind contribution) (Judgement - capacity to raise own funds)	10			1 100%	2 80%	3 60%	4 40%	5 20%
<i>Criteria 12</i> The Project shall be one that has not received any previous funding for the same purpose by Council or any other funding body	10			1 yes	2	3	4	5 no
<i>Criteria 13</i> Risk Assessment of this Project	10			1 Extreme Risk	2 High Risk	3 Moderate Risk	4 Low Risk	5 Insignificant
<i>Criteria 14</i> Funding received over the last five years	10			1 Other	2 0 in last 2 yrs	3 0 in last 3 yrs	4 0 in last 4 yrs	5 0 in last 5 yrs
<b>Grand Total</b>			0					
Average (ie total score divided by number of Assessors)			0					
<b>Total Cost of the project (example)</b>			8000					
<b>Requested amount by the organisation (as a %of total Amount)</b>	25%		2000					
<b>Will accept lessor amount of grant (example)</b>			1500					
<b>Value of Grant approved by the Committee</b>					\$ 15,839			
<b>Overall Ranking (determine manually)</b>								

**APPLICATIONS**

Southern Midlands Community Small Grants Program 2023 Round 2													
Applications						Grant Sought			Will Accept				
Group/Club	Auspiced by	Project	Project Cost	Grant Sought	Will Accept	GST Incl	GST excl		figure	GST Incl	GST excl		figure
Bagdad OAC	BCC	Furniture	\$ 3,150.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	11	272.73	\$ 2,727.27	\$ 3,000.00	11	272.73	\$ 2,727.27
Bagdad VFB	TFC	TV, Table and Chair	\$ 1,810.00	\$ 1,810.00	\$ 1,810.00	\$ 1,810.00	11	164.55	\$ 1,645.45	\$ 1,810.00	11	164.55	\$ 1,645.45
Campania Football Club		Training aids	\$ 2,210.00	\$ 1,720.00	\$ 1,500.00				\$ 1,720.00				\$ 1,500.00
Canine Club	TCA	Trailer mounted portable WC	\$ 4,023.50	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	11	272.73	\$ 2,727.27	\$ 3,000.00	11	272.73	\$ 2,727.27
Kempton VFB	TFC	Two portable grinders and batteries	\$ 981.20	\$ 981.20	\$ 981.20	\$ 981.20	11	89.20	\$ 892.00	\$ 981.20	11	89.20	\$ 892.00
Mount Pleasant FC		Function Room Lighting	\$ 3,682.00	\$ 3,000.00	\$ 3,000.00				\$ 3,000.00				\$ 3,000.00
Navigate Family Services		Children's Community Mural	\$ 2,584.00	\$ 2,575.00	\$ 2,500.00				\$ 2,575.00				\$ 2,500.00
Oatlands Bowls Club	OESCC	Seating at the Bowls Club	\$ 3,168.00	\$ 2,880.00	\$ 2,880.00	\$ 2,880.00	11	261.82	\$ 2,618.18	\$ 2,880.00	11	261.82	\$ 2,618.18
Oatlands VFB	TFC	IT Training equipment for the District	\$ 7,330.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	11	272.73	\$ 2,727.27	\$ 3,000.00	11	272.73	\$ 2,727.27
Runnymede CC		Shade Structure	\$ 5,653.00	\$ 3,000.00	\$ 3,000.00				\$ 3,000.00				\$ 3,000.00
St Marys Community Kempton		Painting at and Repairs to St Mary's	\$ 3,960.00	\$ 2,772.00	\$ 2,762.00	\$ 2,772.00	11	252.00	\$ 2,520.00	\$ 2,762.00	11	251.09	\$ 2,510.91
Woodsdale FC		Two door Refrigerator	\$ 3,277.00	\$ 2,979.00	\$ 2,879.00				\$ 2,979.00				\$ 2,879.00
			\$ 41,828.70	\$ 30,717.20	\$ 30,312.20				\$ 29,131.45				\$ 28,727.36
		<b>Budgettted Funding for 2023 Round 2</b>							\$ 15,839.00				\$ 15,839.00
		<b>Overspend</b>							\$ 13,292.45				\$ 12,888.36

## RECOMMENDATION

### THAT

1. The impartial assessment process as developed by the Deputy General Manager be undertaken by the Assessment Panel of the Facilities and Recreation Committee, plus a number of Council Officers;
2. Financial decisions are then to be calculated and endorsed based on the assessment;
3. The financial allocations for the seventeenth round of the Southern Midlands Council Community Small Grants be subsequently submitted to the next Full Council meeting for ratification.

## DECISION

*Moved by Clr E Batt, seconded by Clr D Fish*

### THAT

1. The impartial assessment process as developed by the Deputy General Manager be undertaken by the Assessment Panel which includes a number of Council Officers;
2. Financial decisions are then to be based and endorsed on the assessment;
3. The financial allocations for the seventeenth round of the Southern Midlands Council Community Small Grants be subsequently submitted to the next Full Council meeting for ratification.

## CARRIED

Councillor	Vote For	Vote Against
Clr D F Fish (Chairperson)	✓	
Mayor E Batt	✓	

## DECISION

*Moved by Clr D Fish, seconded by Clr E Batt*

**THAT the meeting be adjourned to undertake the Grant Assessment Workshop.**

## CARRIED

Councillor	Vote For	Vote Against
Clr D F Fish (Chairperson)	✓	
Mayor E Batt	✓	

**The meeting was adjourned and moved into a Workshop at 0940 to undertake the Grant Assessment.**

***The Meeting was reconvened following the Grants Assessment Workshop at 1238 and it was noted that Clr Edwin Batt had retired from the Grant Assessment Workshop prior to the discussion, consideration and scoring of the Navigate Family Services Inc. application and he re-entered the Workshop once the Workshop was ready to assess the next application.***

**DECISION**

*Moved by Clr D Fish, seconded by Clr E Batt*

**THAT the meeting be reconvened following the Grants Assessment Workshop.**

**CARRIED**

Councillor	Vote For	Vote Against
Clr D F Fish (Chairperson)	✓	
Mayor E Batt	✓	

**DECISION**

*Moved by Clr E Batt, seconded by Clr D Fish*

**THAT the output of the Grant Assessment Workshop be conveyed to Council for their consideration.**

**CARRIED**

Councillor	Vote For	Vote Against
Clr D F Fish (Chairperson)	✓	
Mayor E Batt	✓	

MINUTES

Southern Midlands Facilities & Recreation Committee Grants Only – 29<sup>th</sup> November 2023

**OUTPUTS OF THE GRANT ASSESSMENT WORKSHOP**

Southern Midlands Community Small Grants Program 2023 Round 2															
Applications					Grant Sought					Will Accept			Recommendation		
Group/Club	Auspiced by	Project	Project Cost	Grant Sought	Will Accept	GST Incl	GST excl	figure	GST Incl	GST excl	figure	Recommend to Council (ex GST)	Assessed Priority / Ranking		
Bagdad OAC	BCC	Furniture	\$ 3,150.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	11	272.73	\$ 2,727.27	\$ 3,000.00	11	272.73	\$ 2,727.27	\$ 2,727.27	5
Bagdad VFB	TFC	TV, Table and Chair	\$ 1,810.00	\$ 1,810.00	\$ 1,810.00	\$ 1,810.00	11	164.55	\$ 1,645.45	\$ 1,810.00	11	164.55	\$ 1,645.45	\$ -	12
Campania Football Club		Training aids	\$ 2,210.00	\$ 1,720.00	\$ 1,500.00			\$ 1,720.00			\$ 1,500.00	\$ -	\$ 1,500.00	\$ -	11
Canine Club	TCA	Trailer mounted portable WC	\$ 4,023.50	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	11	272.73	\$ 2,727.27	\$ 3,000.00	11	272.73	\$ 2,727.27	\$ -	8
Kempton VFB	TFC	Two portable grinders and batteries	\$ 981.20	\$ 981.20	\$ 981.20	\$ 981.20	11	89.20	\$ 892.00	\$ 981.20	11	89.20	\$ 892.00	\$ 892.00	6
Mount Pleasant FC		Function Room Lighting	\$ 3,682.00	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00			\$ 3,000.00	\$ -	\$ 3,000.00	\$ -	7
Navigate Family Services		Children's Community Mural	\$ 2,584.00	\$ 2,575.00	\$ 2,500.00			\$ 2,575.00			\$ 2,500.00	\$ 2,575.00	\$ 2,500.00	\$ 2,575.00	4
Oatlands Bowls Club	OESCC	Seating at the Bowls Club	\$ 3,168.00	\$ 2,880.00	\$ 2,880.00	\$ 2,880.00	11	261.82	\$ 2,618.18	\$ 2,880.00	11	261.82	\$ 2,618.18	\$ 2,618.18	1
Oatlands VFB	TFC	IT Training equipment for the District	\$ 7,330.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	11	272.73	\$ 2,727.27	\$ 3,000.00	11	272.73	\$ 2,727.27	\$ -	10
Runnymede CC		Shade Structure	\$ 5,653.00	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00			\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	2
St Marys Community Kempton		Painting at and Repairs to St Mary's	\$ 3,960.00	\$ 2,772.00	\$ 2,762.00	\$ 2,772.00	11	252.00	\$ 2,520.00	\$ 2,762.00	11	251.09	\$ 2,510.91	\$ 2,520.00	3
Woodsdale FC		Two door Refrigerator	\$ 3,277.00	\$ 2,979.00	\$ 2,879.00			\$ 2,979.00			\$ 2,879.00	\$ -	\$ 2,879.00	\$ -	9
			\$ 41,828.70	\$ 30,717.20	\$ 30,312.20			\$ 29,131.45			\$ 28,727.36	\$ 14,332.45	\$ 28,727.36	\$ 14,332.45	
		Budgeted Funding for 2023 Round 2						\$ 15,839.00			\$ 15,839.00	\$ 15,839.00	\$ 15,839.00	\$ 15,839.00	
								\$ 13,292.45			\$ 12,888.36		\$ 12,888.36		
		Underspend to go into next years pool of funds											\$ 1,506.55		

**8. NEXT MEETING**  
To be advised

**9. CLOSURE**  
1240



# MINUTES

## COMMUNITY SHED - OATLANDS MANAGEMENT COMMITTEE

Supported by  
*Community & Corporate Development*

**Attendance**                      **TIME**                      **DATE**                      **LOCATION**  
1.57 PM                      20<sup>TH</sup> NOVEMBER,  
2023                      COUNCIL CHAMBERS,  
OATLANDS

<b>MANAGEMENT COMMITTEE</b>	Don Fish Karen Dudgeon Gillian Bailey Penny Duggan Mary-Ann Orchard Eleanor Bjorksten Snr Sergeant Mark Williams Ashley Cusick/Ally Cornish	SMC Councillor SMC Councillor Vice-Chair person Secretary/Treasurer Hobart City Mission –Community Development Officer Rep – Oatlands Community Tas Police RAW Tas
<b>COMMITTEE OFFICERS</b>	Wendy Young Jo Rowley	Manager – Community & Corporate Development Corporate Compliance Officer
<b>INVITED GUEST(S)</b>	David Norgrove Geoff Morgan	Men's Day Supervisor Men's Day Supervisor
<b>APOLOGIES</b>	Clr K Dudgeon M Orchard Snr Sergeant M Williams E Bjorksten	

### **Welcome - Chairman**

## Agenda Items

<b>ITEM</b>	<b>Welcome &amp; Previous Minutes</b>	Attached File	
<b>DISCUSSION</b>	Minutes of the previous meeting to be circulated		
<b>DECISION</b>	THAT the minutes of the previous meeting held on the 6 <sup>th</sup> February, 2023 as circulated by Confirmed  Moved Geoff Morgan Seconded Penny Duggan  CARRIED		
<b>ACTION ITEMS</b>	<b>RESPONSIBILITY</b>	<b>TIME LINE</b>	

<b>ITEM</b>	<b>Business Arising from previous minutes</b>	Attached File	
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# MINUTES

## COMMUNITY SHED - OATLANDS MANAGEMENT COMMITTEE

Supported by  
*Community & Corporate Development*

DISCUSSION	<ul style="list-style-type: none"> <li>• Signage – replacement signs</li> <li>• Visits to other sheds</li> <li>• Graeme Ford re comeback</li> </ul>		
DECISION	Moved by: Seconded by:		
ACTION ITEMS	RESPONSIBILITY	TIME LINE	
Signage- to be continued	Mary-Ann/Wendy		
Visits to other sheds- visit to Clarence Point to be organised for 2024	Penny/Gillian/David		

ITEM	<b>Treasurer's Report</b>	Attached File	
DISCUSSION	Financial Statement tabled		
DECISION	That the Financial Statement be received  Opening balance \$6,915.51 and closing balance as at 30 October 2023 \$7,053.01  Moved by: David Norgrove Seconded by: Gillian Bailey		
ACTION ITEMS	RESPONSIBILITY	TIME LINE	

ITEM	<b>RAW Tas</b>	Attached File	
DISCUSSION	Ashley Cusick has asked to do a RAW introduction, cover topics of what RAW does, who we can support and how to make a referral		
DECISION	RAW developed to support rural communities. Non clinical mental health support (non-crisis) Financial crisis causing most stress at the moment due to livestock prices and lack of rain. Also provide strategies for succession planning/ relationship issues/ workplace issues. Provide services from age of 12 upwards.		
ACTION ITEMS	RESPONSIBILITY	TIME LINE	
6-8 week cycle visits to Community Shed.			



# MINUTES

## COMMUNITY SHED - OATLANDS MANAGEMENT COMMITTEE

Supported by  
*Community & Corporate Development*

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<b>ITEM</b>	<b>Email from Mary-Ann</b>	Attached File	
<b>DISCUSSION</b>	Mary provided an email addressing defacing of photos at the Community Shed.		
<b>DECISION</b>	Deemed not acceptable behaviour.		
<b>ACTION ITEMS</b>		<b>RESPONSIBILITY</b>	<b>TIME LINE</b>
	Discussion will be had with the perpetrator	David	

<b>ITEM</b>		Attached File	
<b>DISCUSSION</b>			
<b>DECISION</b>			
<b>ACTION ITEMS</b>		<b>RESPONSIBILITY</b>	<b>TIME LINE</b>

<b>ITEM</b>	<b>Other Business</b>	Attached File	
<b>DISCUSSION</b>	Penny will get in touch with Graham to learn how to sharpen the lathe tools. Request a key to the container be left at the shed in the event of something going wrong. Contains timber belonging to Andrew.		
<b>DECISION</b>			
<b>ACTION ITEMS</b>		<b>RESPONSIBILITY</b>	<b>TIME LINE</b>

<b>ITEM</b>		Attached File	
<b>DISCUSSION</b>			
<b>DECISION</b>			



# MINUTES

## COMMUNITY SHED - OATLANDS MANAGEMENT COMMITTEE

Supported by  
*Community & Corporate Development*

ACTION ITEMS	RESPONSIBILITY	TIME LINE

ITEM	Attached File
DISCUSSION	
DECISION	

ACTION ITEMS	RESPONSIBILITY	TIME LINE

**NEXT MEETING: March 2024 TBC**

Close: 2.15pm

**Distribution of Agenda:**

Members

## MINUTES STCA BOARD MEETING

Minutes of a Meeting of the Southern Tasmanian Councils Authority  
held on Monday, 21 August 2023  
Location – Derwent Valley Council, New Norfolk

### Present:

Brighton Council	Mayor Leigh Gray, Deputy Mayor Barbara Curran and A/GM Janine Banks
City of Hobart	Deputy Lord Mayor Helen Burnet and Ms Kat Panjari
Central Highlands Council	Mrs Kim Hossack
Derwent Valley Council	Mr Ron Sanderson
Glamorgan/Spring Bay Council	Mayor Cheryl Arnol
Huon Valley Council	Deputy Mayor Toby Thorpe
Sorell Council	Mayor Kerry Vincent
Southern Midlands Council	Mayor Edwin Batt and Mr Tim Kirkwood
Tasman Council	Mayor Rod MacDonald and Mr Blake Repine
Executive Support:	Kylie Wilson   City of Hobart

**Apologies:** Mr Robert Higgins GM, Sorell Council, Mayor Sally Doyle and Jason Browne GM, Huon Valley Council, Mr Greg Ingham GM, Glamorgan/Spring Bay Council, Mayor Michelle Dracoulis, Derwent Valley Council

### 1. Meeting opening, Welcome, Introductions and Apologies

The Chairperson, Deputy Lord Mayor Helen Burnet, welcomed all present and opened with Acknowledgment of Country and commenced the meeting at 11.04am.

#### 1.1 Conflict of Interests Disclosures – Nil Disclosures

#### 1.2 Confirmation of Previous Minutes of STCA Board meeting held on Monday, 22 May 2023

##### **Decision:**

That the minutes of the meeting of the Southern Tasmanian Councils Authority (STCA) Board held on 22 May 2023 be confirmed as a true record of that meeting.

*Moved by Mayor Edwin Batt seconded by Mayor Rod MacDonald*

**CARRIED**

#### 1.3 Destination Southern Tasmania CEO Alex Heroys presented a Southern Tasmania tourism update.

Alex was welcomed by the Chair and provided a DST presentation and called for STCA representation at the DST Board.

Overview - DST is Tasmania's southern regional tourism organisation (RTO) Industry-led, non- profit organisation with an industry advisory board with two representatives from the southern councils of Tasmania, currently Dean Griggs (vacant) and Kelly Spaulding.

Covering a large region from Bothwell to Cockle Creek, Strathgordon to the Tasman Peninsula  
Funded by a combination of membership fees, state and local government support and income generated by events Focused, dedicated team of four FTE. All 11 Southern Councils are members of DST.

Each hold full 'ultimate' level membership benefits and each have an annual MOU against specific deliverables. In 2021/22, In 2021/22, the total tourism sales in Southern Tasmania were \$1492.2m, the total value added was \$802.7 million, total of \$2.294B.

#### **Destination Management Plan 2022 – 2025**

Is the guiding strategic document for DST and aligns with and is supported by the 2030 strategy  
Focuses on access, product development, workforce, regional strengths and opportunities and catalyst investment priorities.

Emerging themes for product development include Dark Sky / Astro tourism (event on Wednesday) Trail Running Tall Trees tourism Corporate Social Responsibility / Positive Impact CSR survey and committee.

*Alex presented for 40 mins. Add a copy of Alex's presentation.*

## **2. Governance | Governance and Audit Committee | Mayor Dracoulis/ Deputy Lord Mayor**

*Helen Burnet talked to this as Mayor Dracoulis was an apology.*

### **2.1 Minutes of Governance and Audit Committee**

<i>Moved by Kerry Vincent seconded by Mayor Edwin Batt</i>	<b>CARRIED</b>
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### **2.2 Quarterly Report – Noted**

### **2.3 Funding proposal: Part-time executive officer over 2 years**

*Kat Panjari distributed a paper for the funding proposal for the 0.6 Executive officer role to the Board.*

Mayor Kerry Vincent supports the proposal, however, is keen to see all the STCA use the position.

Mayor Rod MacDonald supported the proposal and discussed the direction of the STCA which needs to be more collaborative in progressing desired outcomes. The role could be coordinating our advocacy requirements and work on engagement to be more involved with ideas.

GM Ron Sanderson noted networking across organizations such as Aurora and TasWater and could meet with industry on a more regular basis.

Mayor Kerry Vincent discussed the need to rework our strategic plan and Future funding model – the STCA needs to work.

Kat Panjari discussed the advocacy plan, and what the funding opportunities are and what regional ideas we can apply - such as in the Climate and infrastructure space. The role will be a regional role.

Kim Hossack noted smaller councils can contribute and take on more responsibility and input.

DLM Helen Burnet supported option B

Mayor Edwin Batt supported option A

The Board discussed alternative financial suggestions as follows:

**Motion:**

1. The STCA Board in general agreement of a part time executive officer
2. That other funding options be provided for consideration as an out of session to facilitate a decision at the next STCA meeting

**Action:** Kat Panjari to *revise funding proposal with new funding options C&D included in the proposal*. GMs to agree to a funding proposal within a 2-week time frame. (attached)

**Action completed** – *STCA Board out of session paper - Executive Officer cost proposal revised emailed.*

A note STCA Members will have consideration of a 2-week period – until 14 September 2023 date to respond to the following options:

- a. *A confirmed out of session approval for the position from each STCA Council*
- b. *A confirmed out of session decision on a preferred funding option (Option a, b, c, or d) from each STCA council.*

*Moved by Mayor Kerry Vincent seconded by DM Barbara Curran*

**CARRIED**

### **3. Social and Economic Wellbeing**

#### **3.1 Regional Development updates | Mayor Kerry Vincent/ Mayor Sally Doyle**

Mayor Kerry Vincent spoke to the successful funding of a youth survey, job hubs, through the Tasmanian Community Fund – flow-on effect is the employment opportunities for the community. A lot more dedication to some of the youth issues will be beneficial across Councils.

Deputy Lord Mayor Helen Burnet discussed the use of the Healthy Tasmania \$20k grant provided to most councils:

Brighton council has nominated funds to a youth action group and The City of Hobart are profiling a health and wellbeing program. Huon Valley Council to Local produce and food and Central Highlands Council, Healthy action team, food bank, and kid's breakfast program.

#### **3.2 Southern Waste Authority update | Mayor Vincent**

Mayor Rod Macdonald - Waste group, closer link with STRWA – glass recycling, and for the Governance and Audit to invite CEO Paul Jackson who will be presenting at the November 2023 STCA Board meeting.

### **4. Climate Action and Resilience | DLM Burnet**

Finalising the Climate Change Collaboration– The chair requests that GM's please schedule their council's Climate change adaptation planning workshops with Graham Green – (previous email sent)

## 5. Regional Land Use Planning

### 5.1 STRLUS Update

Deputy Lord Mayor Helen Burnet thanked Mayor Rod MacDonald and GM Robert Higgins and Mr Neil Noye for being on the recruitment and interview panel.

Helen noted the STRLUS Regional coordinator role has successfully been appointed and outlined Adele's experience and suitability for the role. Support and guidance over the next 18 months will be significant in completing this work.

Kat Panjari notified the Board the STRLUS Regional Coordinator will work amongst the STCA and KCC, CCC and GCC councils and will require a workspace within each council to meet with each of you.

Deputy Lord Mayor Helen Burnet thanked Kylie Wilson for her contribution in the interview process and panel coordination.

A panel of the subcommittee to be part of this process, proposed:

**General Manager Tony McMullen - GCC**

**DLM Helen Burnet - City of Hobart**

**Mayor Rod MacDonald – Tasman Council**

**GM Robert Higgins – Sorell Council**

**ACTION** - Deputy Lord Mayor Helen Burnet and Rob Higgins will find a mayor representative from KCC.

### 6. Other Business

Jon Doole who was a Kingborough City Council officer and stalwart of the Regional Climate Change Initiative was remembered— Deputy Lord Mayor Helen Burnet noted the passing of Jon and Dean Winter's parliamentary speech honouring Jon.

LGAT discussion – round table

Call for nominations for DST 12 September, Mayor Michelle Dracoulis, could be a representative, Mayor Rod MacDonald also mentioned he would discuss with Mayor Sally Doyle

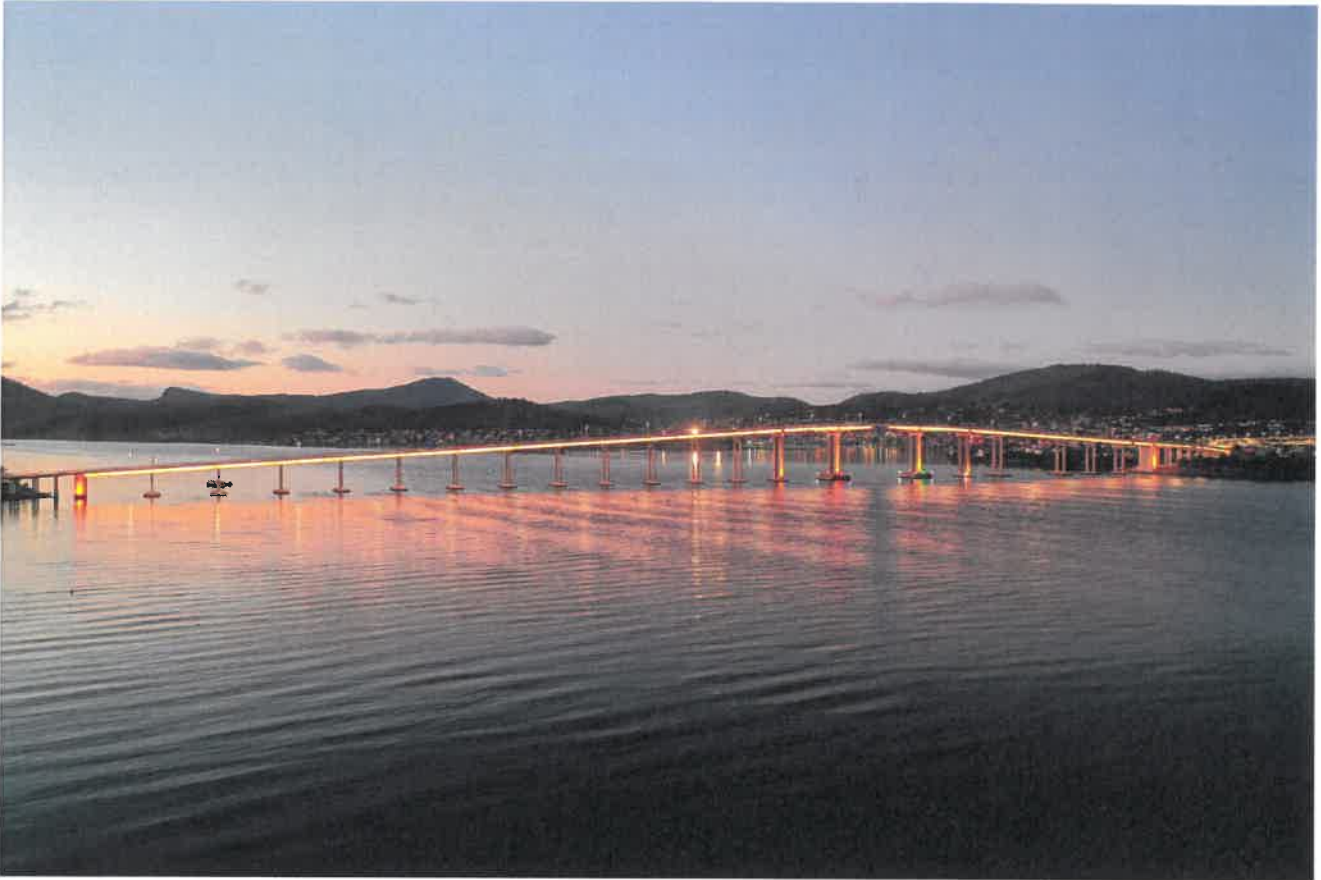
Mayor Edwin Batt – Audit costs had continued to increase, concerned that the fees have been getting higher.

#### 6.2 Venue and Date for Next meeting:

**STCA Board Meeting and AGM - Hobart Town Hall | Monday, 20 November 2023 (lunch provided)**

**Guests invited – CEO Paul Jackson – STRWA**

**Meeting Closed: 12.50pm**



Tasman Bridge | Photo Credit: Craig Garth

## Southern Tasmanian Councils Authority

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## 2022/23 Annual Report





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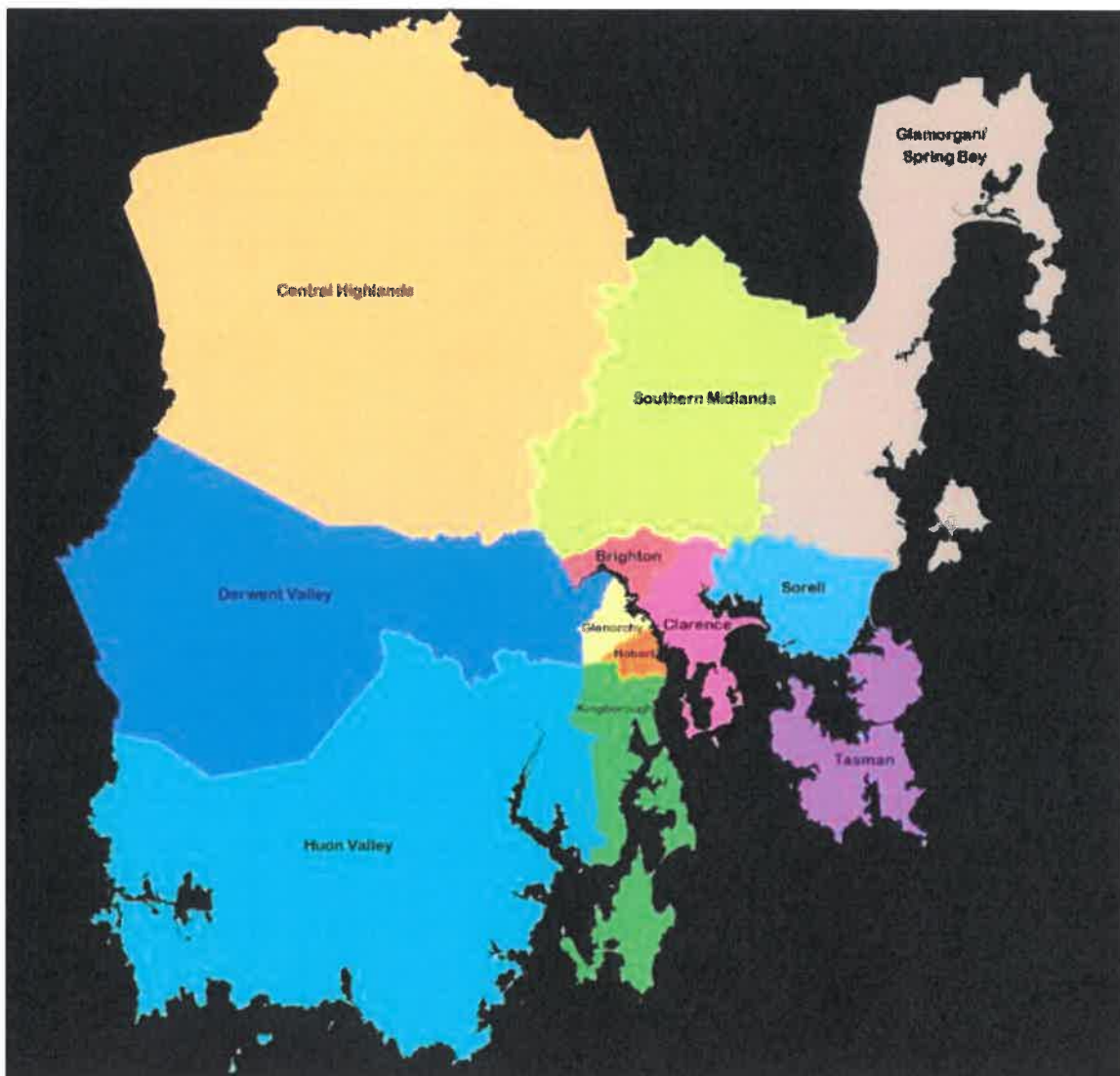
### About the Southern Tasmanian Councils Authority

The Southern Tasmanian Councils Authority (STCA) is a regional organisation of councils created to facilitate cooperative working partnerships and to improve the ability of councils to take joint action to address regional development issues and progress sustainable economic, environmental and social outcomes for Southern Tasmania, its local communities and the State.

### Member Councils

Brighton Council  
Central Highlands Council  
Derwent Valley Council  
Glamorgan Spring Bay Council  
Hobart City Council

Huon Valley Council  
Sorell Council  
Southern Midlands Council  
Tasman Council



## The Board

The STCA Board comprises representatives from its member councils with council General Managers also attending Board meetings. The Hobart City Council took over from Brighton Council providing secretariat support to the Board.

### Board Members for 2022/23

1 July 2022 – 30 June 2023



**Mayor Sally Doyle**  
Huon Valley Council



**Mayor Loueen Triffitt**  
Central Highlands Council



**Mayor Cheryl Arnol**  
Glamorgan Spring Bay  
Council



**Deputy Lord Mayor Helen  
Burnet, Chair**  
Hobart City Council



**Mayor Kerry Vincent**  
Sorell Council



**Mayor Edwin Batt**  
Southern Midlands Council



**Mayor Rod MacDonald**  
Tasman Council



**Mayor Leigh Gray**  
Brighton Council



**Mayor Michelle Dracoulis**  
Derwent Valley Council



## **ANNUAL REPORT CHAIRPERSON SOUTHERN TASMANIAN COUNCILS AUTHORITY**

**Deputy Lord Mayor Councillor Helen Burnet**

I am pleased to present the 2022/23 Annual Report for the Southern Tasmanian Councils Authority (STCA). It has been a productive year for the STCA, with a more strategic approach to delivering for our region.

The Board is represented by the following Mayors and senior staff:

**Brighton Council** Mayor Leigh Gray and Mr James Dryburgh  
**City of Hobart** Deputy Lord Mayor Helen Burnet and Ms Kat Panjari  
**Central Highlands Council** Mayor Loueen Triffitt and Mrs Kim Hossack  
**Derwent Valley Council** Mayor Michelle Dracoulis and Mr Ron Sanderson  
**Glamorgan/Spring Bay Council** Mayor Cheryl Arnol and Mr Greg Ingham  
**Huon Valley Council** Mayor Sally Doyle and Mr Jason Browne  
**Sorell Council** Mayor Kerry Vincent and Mr Robert Higgins  
**Southern Midlands** Mayor Edwin Batt and Mr Tim Kirkwood  
**Tasman Council** Mayor Rod MacDonald and Mr Blake Repine

After elections in October 2022, the Board welcomed new members Mayors Arnol, Batt, and Macdonald.

Board meetings were held quarterly in February, Town Hall Hobart, May online, the Derwent Valley in August, and the November meeting, Town Hall, Hobart for 2023. Each Board meeting was preceded by a Mayors' Roundtable. Meeting face-to-face, hosted by various councils across the region was regarded as the preferred option.

Governance and Audit Committee met quarterly online the week preceding the Board meeting. The committee consisted of Mayor Dracoulis (chairperson until resignation in October 2023), Mayor Doyle, Mayor Vincent, and DLM Burnet.

In February 2023, the STCA Board set our strategic direction for the next 4 years. The main principles include governance, health and wellbeing, land use and climate change:

- **Governance** – the Board decided to fund an executive officer for 3 days per week, which will aid in delivering efficient meetings and support for the Board meeting, sub-committees, and the Regional Climate Change Initiative. Financial statements and budgeting, as well as specific projects and grant applications may also part of the Executive Officer's role. I welcome Angelina Drobina, who will begin in this role on November 20, 2023.

I would like to thank Kylie Wilson, City of Hobart for her assistance this year.

- **Health and Wellbeing**  
Keeping our communities healthy is paramount for Councils. It takes many different forms and there are significant challenges when medical services and infrastructure are limited in some areas. The STCA will focus over the forthcoming year to see creative approaches to delivering good health outcomes.

Many Councils have been provided through Public Health a Lift Local \$20K grant from the Healthy Tasmania Fund (Department of Health, Tas government). The funding is for niche projects for their communities. For example, the City of Hobart is developing wellbeing indicators that are useful for their communities.

- **Land use**

The Southern Tasmanian Regional Land Use Strategy (STRLUS) review has been funded by all 12 southern Councils and the state government. The STRLUS Review Project Coordinator, Adele Fenwick was appointed in July, and is working through timeline and project delivery. The project will go for the next 18 months. Mayor Macdonald and myself sit on the steering committee with Cr Hulme (Kingborough), and are ably assisted by General Managers Rob Higgins (Sorell), James Dryburgh (Brighton) and Tony McMullen (Glenorchy), as well as Neil Noye (Hobart).

Finding transport solutions will continue as an ongoing focus for the STCA and an important element of the regional land use project.

- **Climate change**

Through the Climate Change Collaboration, the STCA's Regional Climate Change Initiative (RCCI) continued its work to update community emissions profiles, audit councils' energy use and look to adaptation strategies.

In a joint submission, the RCCI/STCA was successful in attracting \$500,000 of state government funding for a *Climate Change Action Project 2023-25*. Work will commence in 2024, with the 2 other regional authorities and the Local Government Association of Tasmania, in order to ready communities through councils across Tasmania for the impacts of climate change.

There is obvious benefit both for our region and for these officers from the 12 Councils to continue their valuable work. I would like to thank all the officers involved in RCCI over the course of the year and acknowledge the death of stalwart John Doole (Kingborough Council). Both he and long-term RCCI members, Katrina Graham (Hobart) and Alison Johnson (Brighton), who have moved to other organisations, have over many years provided significant expertise to guiding the work for the STCA.

**External Bodies:**

- Destination Southern Tasmania CEO Alex Heroys presented to the Board in August 2023. STCA Representative appointments were made to the DST Board Mayor Doyle and Mayor Dracoulis
- Southern Tasmanian Regional Waste Authority was established, and Paul Jackson was appointed as CEO. Mayor Vincent continues as STCA representative and provides regular updates to Board meetings.

**Other Projects:**

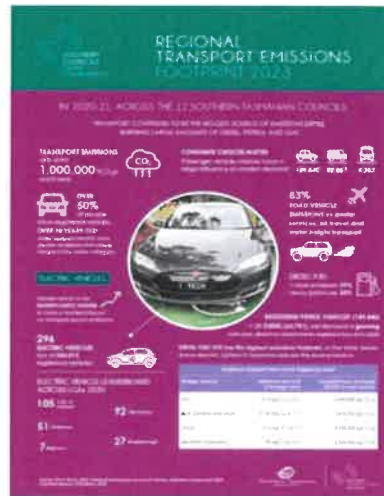
The much-anticipated biochar trial began. The STCA engaged aboriginal organisation Heal Country to undertake the trial, both at the McRobie's Gully site (City of Hobart) and in Mornington (Sorell Council). The benefits of using municipal green matter is still being analysed, but the trial shows great potential to help sequester carbon, make use of green "waste", and use the biochar for moisture retention, soil nutrient enhancer and filtration.

**Communications:**

With support from the City of Hobart communications team, the STCA website <https://www.stca.tas.gov.au/> has been reactivated and provides the STCA – and Regional Climate Change Initiative – the ability to communicate more effectively with our communities, key stakeholders and colleagues. This will also be used for disseminating information on the Regional Land Use project.

**Regional emissions and transport emissions:**

<https://www.stca.tas.gov.au/southern-tasmanian-councils-road-map-to-zero-emissions/>



**Thanks:**

Finally, I would like to thank all who have contributed to the ongoing work of the STCA. The next years will be important for our communities and where they live. I firmly believe that we are stronger together!

*Helen Burnet*

Chair, Cr Helen Burnet

November 15, 2023

**Southern Tasmanian Councils Authority**  
**Statement of Comprehensive Income**  
**For the Year Ended 30 June 2023**

	<u>Note</u>	<u>2022/23</u> \$	<u>2021/22</u> \$
<b>Revenues</b>			
Council Contributions	8	27,267	27,267
Interest		7,930	1,428
Grants	6	15,000	-
		<u>50,197</u>	<u>28,695</u>
<b>Expenses</b>			
Accounting and Administration Services		(14,545)	(15,455)
Audit Fees		(6,360)	(5,630)
Contractors Services		(50,038)	(63,421)
Grants	7	-	-
Meeting expenses		-	(318)
Promotions		(11,350)	(25,417)
Website Management		(2,909)	(4,364)
		<u>(85,202)</u>	<u>(114,605)</u>
<b>Surplus/(Deficit) for year</b>		<b>(35,005)</b>	<b>(85,910)</b>
<b>Other Comprehensive Income</b>			
<b>Comprehensive Result</b>		<u><b>(35,005)</b></u>	<u><b>(85,910)</b></u>

The above statement should be read in conjunction with the accompanying notes.

**Southern Tasmanian Councils Authority**  
**Statement of Financial Position**  
**As at 30 June 2023**

	<u>Note</u>	<u>2022/23</u> \$	<u>2021/22</u> \$
<b>ASSETS</b>			
<i>Current</i>			
Cash	4	215,745	256,249
Prepayments		-	18,586
Receivables	5	1,585	3,906
<b>TOTAL ASSETS</b>		<u>217,330</u>	<u>278,741</u>
<b>LIABILITIES</b>			
<i>Current</i>			
Payables		-	(26,406)
		-	(26,406)
<b>TOTAL LIABILITIES</b>		<u>-</u>	<u>(26,406)</u>
<b>NET ASSETS</b>		<u>217,330</u>	<u>252,335</u>
<b>EQUITY</b>			
Retained Earnings		217,330	252,335
<b>TOTAL EQUITY</b>		<u>217,330</u>	<u>252,335</u>

The above statement should be read in conjunction with the accompanying notes.

**Southern Tasmanian Councils Authority**  
**Statement of Changes in Equity**  
**For the Year Ended 30 June 2023**

	<u>2022/23</u> \$	<u>2021/22</u> \$
Balance at Beginning of the Year	252,335	338,245
Comprehensive Result	(35,005)	(85,910)
<b>Balance at End of the Year</b>	<u>217,330</u>	<u>252,335</u>

The above statement should be read in conjunction with the accompanying notes.



**Southern Tasmanian Councils Authority**  
**Statement of Cash Flows**  
**For the Year Ended 30 June 2023**

	<u>Note</u>	<u>2022/23</u> \$	<u>2021/22</u> \$
<b><u>Cash Flows from Operating Activities</u></b>			
<b><u>Cash Inflows from Operating Activities</u></b>			
Council Contributions		29,994	29,751
Interest		7,930	1,428
Grants - Other		15,000	-
Other		-	98
Net GST		8,772	5,529
		<u>61,696</u>	<u>36,806</u>
<b><u>Cash Outflows from Operating Activities</u></b>			
Accounting and Administration Services		(16,000)	(16,455)
Audit Fees		(6,996)	(6,193)
Contractors Services		(70,971)	(54,379)
Grants		-	(5,500)
Meeting Expenses		-	(350)
Promotions		(4,633)	(45,642)
Website Development		(3,600)	(4,400)
		<u>(102,200)</u>	<u>(132,919)</u>
<b>Net Cash Flow from Operating Activities</b>	<b>4b</b>	<b>(40,504)</b>	<b>(96,113)</b>
<b>Net Cash (Used in) Investing Activities</b>		<b>-</b>	<b>-</b>
<b>Net Cash (Used in) Financing Activities</b>		<b>-</b>	<b>-</b>
<b>Net Increase (Decrease) in cash held</b>		<b>(40,504)</b>	<b>(96,113)</b>
<b>Cash Held at the Beginning of the Year</b>		<b>256,249</b>	<b>352,362</b>
<b>Cash held at the End of the Year</b>	<b>4a</b>	<b><u>215,745</u></b>	<b><u>256,249</u></b>

The above statement should be read in conjunction with the accompanying notes.

**Notes to and forming part of the Financial Report for the year  
ended 30 June 2023**

**1. Objective**

The objective of the Southern Tasmanian Councils Authority (the Authority) is to enable members to work together to facilitate and coordinate agreed regional development strategies and actions to achieve sustainable economic, environmental and social outcomes for the southern region of Tasmania.

**2. Legislative Framework**

The Authority was incorporated on 1 July 2006 under Division 4 of the *Local Government Act 1993* (as amended).

**3. Summary of significant accounting policies**

**a) Basis of Accounting**

The financial report is a general purpose financial report and has been prepared in accordance with Australian Accounting Standards issued by the Australian Accounting Standards Board (AASB). Compliance with the Australian Accounting Standards may not result in compliance with International Financial Reporting Standards (IFRS), as the Australian Accounting Standards include requirements and options available to not-for-profit organisations that are inconsistent with IFRS.

The Authority has analysed its purpose, objectives, and operating philosophy and determined that it does not have profit generation as a prime objective. Consequently, where appropriate, the Authority has elected to apply options and exemptions within Accounting Standards that are applicable to not-for-profit entities.

The financial report has been prepared on the accrual basis under the convention of historical cost accounting and does not take into account changing money values. The report has been prepared on a going concern basis.

The financial report is presented in Australian dollars.

**b) New and revised Accounting Standards and Interpretations adopted in the current period**

There were no new Standards issued by the Australian Accounting Standards Board that are relevant to the Authority's operations and effective for the current reporting period.

**c) New accounting standards for application in future periods**

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods. The following summarises those future requirements, and their impact on the Authority:

*AASB 2021-2 Amendments to Australian Accounting Standards –Disclosure of Accounting Policies and Definition of Accounting Estimates (applicable to annual reporting periods beginning on or after 1 January 2023)*

This Standard makes amendments to various Australian Accounting Standards and AASB Practice Statement 2 Making Materiality Judgements to change the way in which accounting policies are disclosed in financial reports, requiring disclosure of material accounting policy information rather significant accounting policies. Under the revised requirements, accounting policy information is material if, when considered together with other information included in an entity's financial statements, it can reasonably be expected to influence decisions that the primary users of general purpose financial statements make on the basis of those financial statements. As a result, standardised information or information that only duplicates or summarises the

requirements of Australian Accounting Standards may be less useful to users of financial statements. Removal of this information can substantially reduce the volume of disclosure in financial statements.

*AASB 2020-1 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current (applicable to annual reporting periods beginning on or after 1 January 2024)*

This Standard amends AASB 101 to clarify requirements for the presentation of liabilities in the statement of financial position as current or non-current. For example, the amendments clarify that a liability is classified as non-current if an entity has the right at the end of the reporting period to defer settlement of the liability for at least 12 months after the reporting period. The meaning of settlement of a liability is also clarified.

*AASB 2022-10 Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities (applicable to annual reporting periods beginning on or after 1 January 2024)*

This Standard modifies AASB 13 Fair Value Measurement for application by not-for-profit public sector entities. It includes authoritative implementation guidance when fair valuing non-financial assets, not held primarily for their ability to generate cash inflows. This includes guidance and clarification regarding the determination of an assets highest and best use, the development and use of internal assumptions for unobservable inputs and allows for greater use of internal judgements when applying the cost approach in the measurement and determination of fair values. Although Council is yet to fully determine the impact of this standard, the changes will be evaluated in the future assessment of all property and infrastructure assets measured at fair value.

The Authority has assessed the impact of the new standards and concluded that there will be no significant impact upon the Authority.

All other Australian accounting standards and interpretations with future effective dates are either not applicable to the Authority's activities, or have no material impact.

d) Revenue

Revenue is recognised to the extent that it is probable that the economic benefit will flow to the Authority, and the revenue can be reliably measured. Where grant funding includes specific performance obligations, a liability is recognised for funds received in advance with income recognised as obligations are fulfilled.

e) Expenses

Expenses are recognised when a decrease in future economic benefit related to either a decrease in an asset or an increase in a liability has arisen that can be measured reliably.

f) Cash

Cash consists of funds held in an at call account in the name of the Hobart City Council on behalf of the Authority. Interest is credited to revenue as it accrues.

g) Receivables

Receivables are recorded at amortised cost less impairment. For this and future periods the collectability of debts is assessed at year-end and an allowance is made for impairment on an expected credit loss basis.

h) Plant and Equipment

The Authority does not currently have any plant and equipment assets.

i) Comparative Figures

Where necessary, comparative information has been reclassified to achieve consistency in disclosure with current financial year amounts and other disclosures.

i) Taxation

The Authority is liable for the payment Goods and Services Tax (GST). The Authority currently has no employees therefore is exempt from payment of Payroll Tax liability and Fringe Benefits Tax and is exempt from all other taxes.

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables are shown inclusive of GST.

Cash flows are presented in the statement of cash flows on a gross basis, except for the GST component of investing and financing activities, which is disclosed as operating cash flows.

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to, the taxation authority.

k) Rounding

Unless otherwise indicated, amounts in the financial statements have been rounded to the nearest whole dollar.

**4. Cash**

a) Composition of Cash

Cash is comprised of the following:-

	<u>2022/23</u>	<u>2021/22</u>
	\$	\$
Cash at bank	<u>215,745</u>	<u>256,249</u>

Cash includes grant monies received and unspent at 30 June each year. Refer to Note 6.

b) Reconciliation of 'Net Cash Provided by Operating Activities' to 'Operating Surplus'

	<u>2022/23</u>	<u>2021/22</u>
	\$	\$
<b>Operating Surplus (Deficit)</b>	(35,005)	(85,910)
(Increase) / Decrease in Receivables	20,907	(22,358)
Increase / (Decrease) in Payables	<u>(26,406)</u>	<u>12,155</u>
<b>Net Cash from Operating Activities</b>	<u><b>(40,504)</b></u>	<u><b>(96,113)</b></u>

In 2022/23 the Authority has recorded a deficit mainly due to the expending of grant monies received in prior years. A grant of \$15,000 was received and fully expended in the year. Refer to Note 6.

The decrease in receivables reflects a decrease in both GST due and prepayments at 30 June 2023. The decrease in payables reflects a decrease in trade creditors at 30 June 2023.

## 5. Receivables

<b>Receivables</b>	<u>2022/23</u>	<u>2021/22</u>
	\$	\$
GST	1,585	3,906
Other Income	-	-
<b>Total</b>	<u>1,585</u>	<u>3,906</u>

## 6. Grants Revenue

<b>Operational Grants</b>	<u>2022/23</u>	<u>2021/22</u>
	\$	\$
National Disaster Risk Reduction Grant	15,000	-
<b>Total Operational Grants</b>	<u>15,000</u>	<u>-</u>

In 2022/23 the Authority received a conditional grant of \$15,000 from the Tasmanian State Government under the National Disaster Risk Reduction Grant Program. This grant was fully expended as at 30 June 2023.

As at 30 June 2023, a total of \$35,434 (2022 \$65,631) of grants received remained unspent and comprised of conditional grants of \$23,007 (2022 \$23,007) and unconditional grants of \$12,427 (2021 \$42,624).

Details of the grants comprising the conditional and unconditional grants are:-

<u>Conditional Grants</u>	<u>2022/23</u>	<u>2021/22</u>
	\$	\$
Regional Planning Initiative	23,007	23,007
	<u>23,007</u>	<u>23,007</u>
<u>Unconditional Grants</u>	<u>2022/23</u>	<u>2021/22</u>
	\$	\$
Climate Change Adaptation	12,427	42,624
	<u>12,427</u>	<u>42,624</u>

As at 30 June 2023 \$12,427 of the Climate Change Adaptation Grant remains unspent.

The Regional Planning Initiative grant received from the Tasmanian State Government is conditional however performance obligations for 2022/23 have been met.

## 7. Grants Expenses

The Authority made no Grant payments in 2022/23.

## **8. Council Contributions**

	<u>2022/23</u>	<u>2021/22</u>
	\$	\$
Operational activities - Member Councils	21,812	21,812
Operational activities - Non-Member Councils	5,455	5,455
Total Council Contributions	<u>27,267</u>	<u>27,267</u>

In 2022/23 the Authority maintained its subscription fee for Member Councils at the same level as the previous year.

The contributions from Non-Member Councils represent their participation in the Regional Climate Change Initiative Program.

## **9. Financial Instruments**

### **a) Financial Risk Management**

The Authority's financial instruments consist of deposits with banks, receivables and payables.

#### *Credit Risk*

Credit risk is the risk of financial loss to the Authority if a customer or counterparty to a financial instrument fails to meet its contractual obligations. The maximum exposure to credit risk is the carrying amount of recognised financial assets as disclosed in the statement of financial position. The Authority does not have any material credit risk exposure because amounts are owed by owner Councils and Government agencies.

#### *Market Risk*

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. The primary market risk that the Authority is exposed to is interest rate risk. All cash is subject to variable interest rates. Remaining financial assets and all financial liabilities are non-interest bearing. The Authority's exposure to interest rate risk in relation to cash held at bank is considered to be minimal.

An increase in variable rates of 100 basis points at the reporting date would result in a profit and an increase to equity of \$2,157 (2022 \$2,562). A decrease in variable rates of 100 basis points at the reporting date would result in a loss and a decrease to equity of \$2,157 (2022 \$2,562). This analysis assumes all other variables remain constant. The analysis was performed on the same basis for 2022.

#### *Liquidity Risk*

Liquidity risk is the risk that the Authority will not be able to meet its financial obligations as they fall due. The Authority manages liquidity risk by monitoring cash flows. Exposure to liquidity risk is considered to be minimal.

### **b) Net Fair Value**

The Authority considers that the carrying amount of its financial assets and liabilities approximate their fair value.

## **10. Events Subsequent to Balance Date**

No events have occurred subsequent to the reporting date that would require adjustment to, or disclosure in, the financial report.

## **11. Contingent Assets and Liabilities**

There were no material contingent assets or contingent liabilities at the reporting date.

## **12. Key Management Personnel Compensation**

Brighton Council General Manager, James Dryburgh, acted in the management role until May 2023. In May 2023 Kat Panjari, Head of Intergovernmental Relations & Partnerships City of Hobart, commenced acting in the management role.

Neither James Dryburgh nor Kat Panjari received remuneration for their service. Board members do not receive remuneration.

## **13. Other Related Parties Transactions**

a) Each member council of the Authority appoints a councillor to represent it on the board of the Authority and vote on its behalf at general meetings of the Authority, and thereby hold positions that result in them having an influence over the operating policies of Councils with which the Authority may conduct transactions.

<b>Name</b>	<b>Term Commenced</b>	<b>Term Expired</b>
Brighton – Mayor Leigh Gray	08/2021	
Central Highlands – Mayor Loueen Triffitt	12/2016	
Derwent Valley – Mayor Michelle Dracoulis	02/2022	
Glamorgan/Spring Bay – Mayor Robert Young	09/2020	11/2022
Glamorgan/Spring Bay – Mayor Cheryl Arnol	11/2022	
Hobart City – Deputy Lord Mayor Helen Burnet	07/2019	
Huon Valley – Mayor Sally Doyle	03/2022	
Sorell – Mayor Kerry Vincent	11/2014	
Southern Midlands – Mayor Alex Green	11/2018	11/2022
Southern Midlands – Mayor Edwin Batt	11/2022	
Tasman – Mayor Kelly Spaulding	11/2018	11/2022
Tasman – Mayor Rod MacDonald	11/2022	
Chairman of the Authority		
Mayor Alex Green	08/2021	11/2022
Deputy Lord Mayor Helen Burnet	11/2022	
Deputy Chairman of the Authority		
Deputy Lord Mayor Helen Burnet	08/2019	11/2022
Mayor Michelle Dracoulis	11/2022	

Clarence City Council, Glenorchy City Council and Kingborough Council are not members of the Authority, however, they do participate in the Regional Climate Change Initiative and Waste Strategy South programs.

### **b) Transactions with other related parties**

During the period the Authority entered into the following transactions with related parties

<b><u>Nature of Transactions:</u></b>	<b><u>Provider</u></b>	<b><u>2022/23</u></b>	<b><u>2021/22</u></b>
		<b>\$</b>	<b>\$</b>
Accounting Services	City of Hobart	10,000	10,000
Administrative Services	Brighton	4,545	5,455
Website Management	Huon Valley	2,909	4,364

c) Loans and guarantees to/from related parties

The Authority has not entered into any loans or guarantees with related parties.

d) Loans and guarantees to/from commitments

The Authority has not entered into any commitments with related parties.

e) Transactions with related parties that have not been disclosed

The Authority has not entered into any ordinary citizen transactions with related parties.





## Southern Tasmanian Councils Authority

### Certification

The accompanying financial statements of the Southern Tasmanian Councils Authority are in agreement with the relevant accounts and records and have been prepared in compliance with Australian Accounting Standards and in accordance with the *Local Government Act 1993*.

I believe that, in all material respects, the financial statements present a view which is consistent with my understanding of the Authority's financial position as at 30 June 2023, and the results of its operations and cash flows for the year then ended.

At the date of signing, I am not aware of any circumstances which would render the particulars included in the financial statements misleading or inaccurate.

*Helen Burnet*

(Deputy Lord Mayor Helen Burnet)  
Chair

27<sup>th</sup> July 2023  
(Date)



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Phone: 03 6173 0900  
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Web: [www.audit.tas.gov.au](http://www.audit.tas.gov.au)

28 September 2023

Ms Helen Burnet  
Chair  
Southern Tasmanian Councils Authority  
GPO Box 503  
**HOBART TAS 7001**

**Issued by email only**

Dear Ms Burnet

### **Southern Tasmanian Councils Authority – Audit opinion – Audit of Financial Report for the Year Ended 30 June 2023**

The audit of the financial report for the Southern Tasmanian Councils Authority (the Authority) has been completed in accordance with the agreed financial audit strategy. I have issued my audit report on the financial report, a copy of which is enclosed.

I have prepared this letter solely for the use of the Authority. As you know, this letter forms part of a continuing dialogue between those charged with governance and the Auditor-General and, therefore, it is not intended to include every matter, whether large or small, that has come to my attention. For this reason I believe that it would be inappropriate for this letter to be made available to third parties and, if such a third party were to obtain a copy without my prior written consent, I would not accept any responsibility for any reliance that they might place on it.

#### **Audit findings**

The audit was completed with no significant findings.

You will appreciate that my normal audit procedures are designed primarily to enable me to form an opinion on the financial report as a whole and therefore do not necessarily bring to light at each audit all the weaknesses in internal control or accounting practice which a special investigation might do.

#### **Review of the annual report**

Please will you forward to me a copy of the final draft of the Authority's annual report for review by my staff prior to its publication. This review will be conducted in accordance with Auditing Standard ASA 720 *The Auditor's Responsibilities Relating to Other Information in Documents Containing Audited Financial Report* to identify any material inconsistencies between the financial statements and other information disclosed in the annual report.

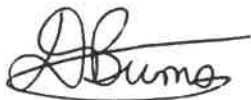
**Appreciation for assistance and co-operation**

Appreciation is expressed for the assistance and co-operation provided to my staff during the course of the audit.

Please note that a copy of this letter together with the auditor's report will be provided to the Minister for Local Government, The Hon Nic Street MP in accordance with section 19(2) of the Audit Act 2008.

If you have any queries regarding the audit or any other matters, please contact myself or Sam Cleary on (03) 6173 0900.

Yours sincerely

A handwritten signature in black ink that reads "D Burns". The signature is written in a cursive style with a long horizontal line extending from the end of the name.

**Derek Burns**  
**Senior Audit Manager**

Encl.

Copy for:

Mr Norm Boland, Hobart City Council Management Accountant Ops



## **Independent Auditor's Report**

### **To the Members of the Southern Tasmania Councils Authority**

### **Report on the Audit of the Financial Report**

#### **Opinion**

I have audited the financial report of Southern Tasmania Councils Authority (the Authority), which comprises the statement of financial position as at 30 June 2023, statements of comprehensive income, changes in equity and cash flows for the year then ended, notes to the financial statements, including a summary of significant accounting policies, other explanatory notes and the statement of certification signed by the Chair.

In my opinion, the accompanying financial report:

- (a) present fairly, in all material respects, the financial position of the Authority as at 30 June 2023 and its financial performance and its cash flows for the year then ended
- (b) is in accordance with the *Local Government Act 1993* and Australian Accounting Standards.

#### **Basis for Opinion**

I conducted the audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of the Authority in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's *APES 110 Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

The *Audit Act 2008* further promotes the independence of the Auditor-General. The Auditor-General is the auditor of all Tasmanian public sector entities and can only be removed by Parliament. The Auditor-General may conduct an audit in any way considered appropriate and is not subject to direction by any person about the way in which audit powers are to be exercised. The Auditor-General has for the purposes of conducting an audit, access to all documents and property and can report to Parliament matters which in the Auditor-General's opinion are significant.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### **Responsibilities of the Members of the Authority for the Financial Report**

The members are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the financial reporting

requirements of the *Local Government Act 1993* and for such internal control as determined necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the members are responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless they either intend to liquidate the Authority or to cease operations, or have no realistic alternative but to do so.

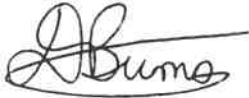
### **Auditor's Responsibilities for the Audit of the Financial Report**

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the members.
- Conclude on the appropriateness of the members' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authority's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusion is based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Authority to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the members regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

A handwritten signature in black ink, appearing to read 'D Burns', with a horizontal line extending from the end of the signature.

Derek Burns  
**Senior Manager Financial Audit Services**  
**Delegate of the Auditor-General**  
Tasmanian Audit Office

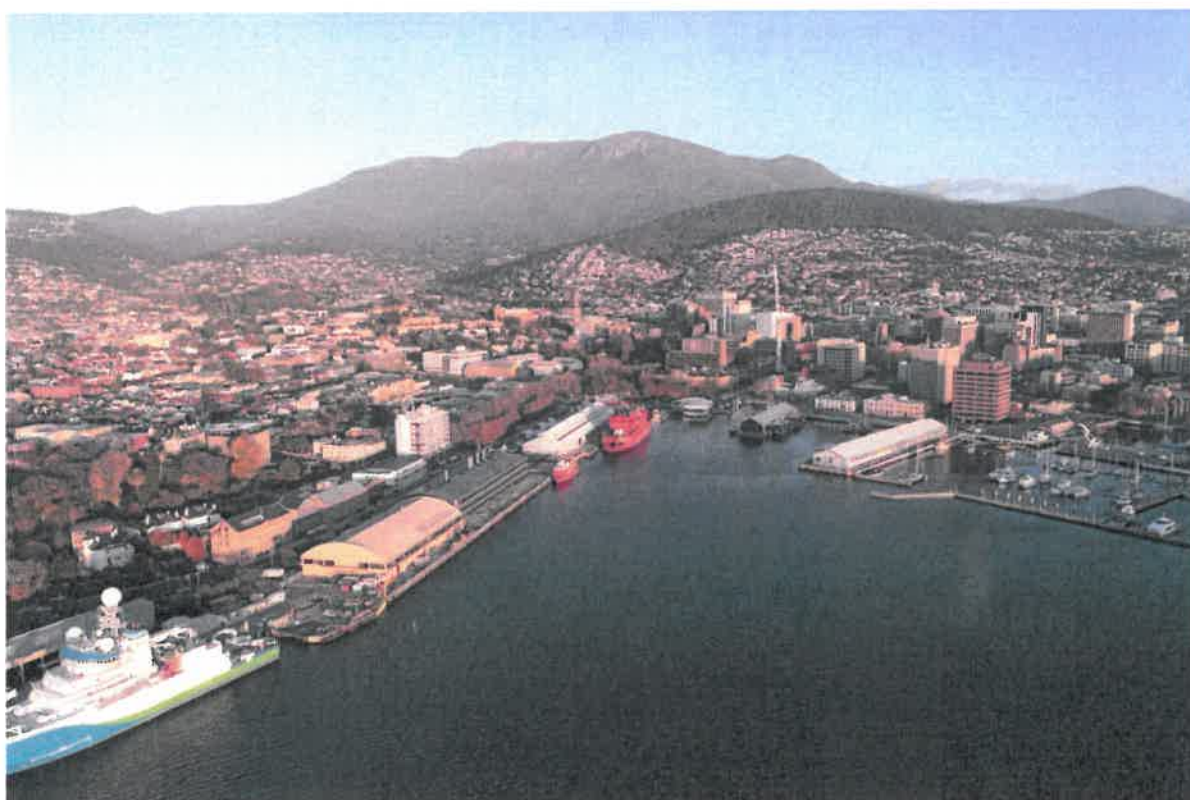
28 September 2023  
Hobart



# **Southern Tasmanian Councils Authority**

## **Quarterly Report to Members**

### **September 2023**



Hobart waterfront and Kunanyi/Mt Wellington | Photo Credit: Craig Garth

Each Joint Authority is required under Section 36B of the *Local Government Act 1993* to provide to its members a quarterly report that includes a statement of general performance and a statement of its financial performance.

This report covers the three-month period ending 30 September 2023. This report with all previous quarterly reports is published on the Authority's website: <https://www.stca.tas.gov.au/>

The Southern Tasmanian Councils Authority commenced on 1 July 2006.





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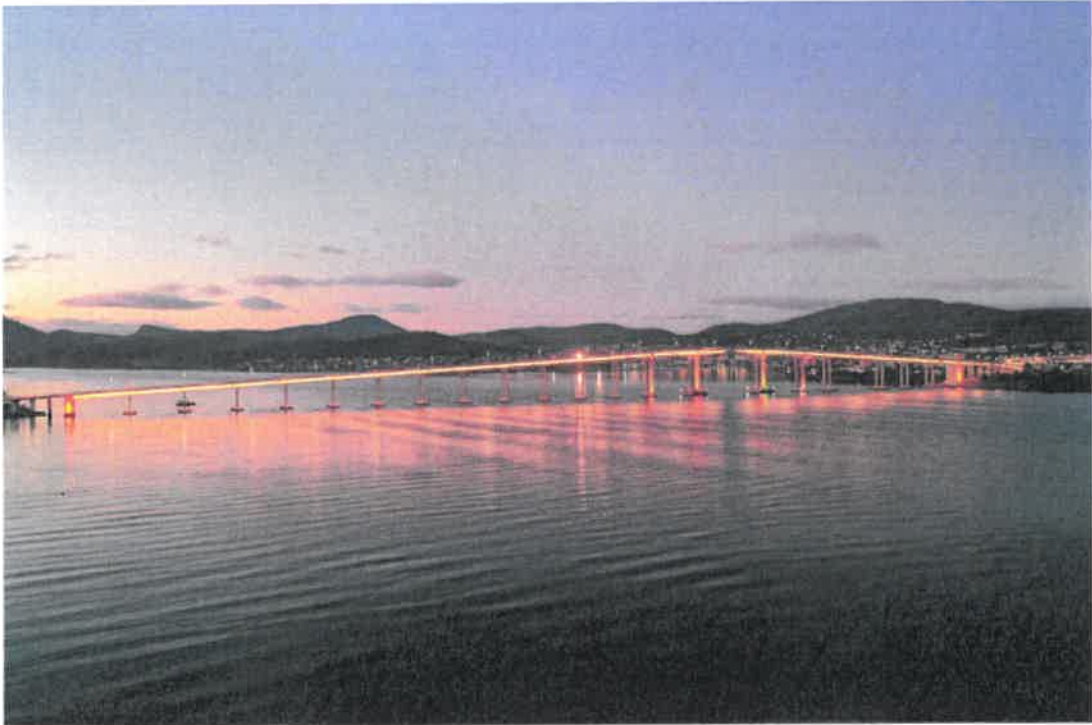
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Tasman Bridge | Photo Credit: Craig Garth



## ORDINARY BOARD MEETING – 21<sup>st</sup> AUGUST 2023

A Board meeting of the STCA took place on the 21<sup>st</sup> of August 2023 hosted by the Derwent Valley. The following matters were discussed:

### Financial Report

STCA Financial Report for the period ending August 30<sup>th</sup>, 2023 was received and is included as an attachment to this quarterly report.

### Governance & Audit Committee Update

Minutes and recommendations from the STCA Governance & Audit Committee held on 14 August 2023 were endorsed.

### STRLUS Review –Regional Project Coordinator appointed.

The State Government (through the State Planning Office) have confirmed funding of \$300,000 for the employment of a Regional Planning Coordinator for 2 years to assist the 12 southern Councils to work with the State on the final pieces of work required to create a new Regional Land use Strategy for the South.

the additional \$250,000 contribution from the STCA towards this project is a co-funding model from all 12 southern Councils.

The Regional Coordinator position will be visiting all 12 southern Councils and working with the State Planning Office in order to deliver the project over the next 18 months.

A steering Committee was formed with the following members:

City of Hobart	Chair Deputy Lord Mayor Helen Burnet
Tasman Council	Mayor Rod MacDonald
Sorell Council	Robert Higgins
Brighton Council	James Dryburgh
Glenorchy City Council	Tony McMullen
Kingborough Council	Cr Daniel Hulme
City of Hobart	Neil Noye
Project Coordinator	Adele Fenwick

### Regional Climate Change Initiative Update

The Regional Climate Change Initiative (RCCI) continues to meet, however will need to reconvene in 2024. The Climate Change Collaborative project continued work in identifying adaptation strategies, and released both the [Region's Community Emissions footprint and Regional Transport emissions](#).

### Next Meeting

The next STCA Board meeting will be held at Hobart Town Hall on Monday, 20 November 2023.

**APPOINTMENT OF EXECUTIVE OFFICER FOR THE STCA**

Interviews were undertaken and Angelina Drobina was appointed to start with the STCA on November 20, 2023.

The Board resolved at the May 22<sup>nd</sup> meeting to determine an acceptable funding model to employ an Executive Officer at 0.6FTE. An out-of-session agreement was reached to use funding Model Option C:

STCA Executive Officer/Project officer position

**Salary + Oncosts**

The position description has been reviewed and classified at the following salary classification:

4A =	FTE	Total Cost
(95,251*0.6) = \$		
57,150.6 + 12.5%		
<i>super + oncosts</i>		
Classification		
MO 4A	0.60	\$73,232.32*inclusive of all oncosts



Council	Population 2022 data	Option A	Option B	Option C	Option D
		\$	\$	\$	\$
Central Highlands Council	2,585	8,133	1,342	4,517	4,388
Glamorgan Spring Bay Council	5,194	8,133	2,697	5,039	4,779
Southern Midlands	6,891	8,133	3,578	5,378	5,034
Tasman Council	2,671	8,133	1,387	4,534	4,401
Derwent Valley Council	11,251	8,133	5,842	6,250	5,688
Brighton Council	19,687	8,133	10,222	7,937	6,953
Huon Valley Council	19,221	8,133	9,980	7,844	6,883
Sorell Council	17,430	8,133	9,050	7,486	6,615
City of Hobart	56,043	8,133	29,100	15,209	12,406
<b>Council Contribution</b>		<b>73,200</b>	<b>73,200</b>	<b>64,195</b>	<b>57,146</b>
<b>Reserve Contribution*</b>		<b>0</b>	<b>0</b>	<b>9,005</b>	<b>16,054</b>
<b>Total</b>		<b>73,200</b>	<b>73,200</b>	<b>73,200</b>	<b>73,200</b>

FINANCIAL STATEMENT – SEPTEMBER 2023

STCA - FINANCIAL STATEMENT - SEPTEMBER 2023	YTD ACTUAL	YTD DRAFT BUDGET	YTD VARIANCE	YTD VARIANCE %	2023/24 DRAFT BUDGET
<b>Administration</b>					
<b>Expenses</b>					
Executive Officer (0.6 FTE)	0	0	0		48,821
Website Development	0	1,375	1,375	100.0 %	5,500
Catering	0	250	250	100.0 %	1,000
Consultancy - Business Management	0	0	0		10,380
Contractors - Auditors	0	0	0		8,000
Subtotal EXPENSES	0	1,625	1,625	100.0 %	73,701
<b>Revenue</b>					
Unspent Funds Brought Forward from 2022/23	(189,488)	(189,488)	0	0.0 %	(189,488)
Member contributions (Executive Officer)	0	0	0	(100.0 %)	(42,797)
Member contributions (General Admin)	0	0	0	(100.0 %)	(21,813)
Bank Interest	0	0	0	(100.0 %)	0
Subtotal REVENUE	(189,488)	(189,488)	0	0.0 %	(254,097)
<b>Subtotal Administration</b>	<b>(189,488)</b>	<b>(187,863)</b>	<b>1,625</b>	<b>0.9 %</b>	<b>(180,396)</b>
<b>Climate Change Adaptation Project</b>					
<b>Expenses</b>					
Contractor Services - Regional Climate Change Strategy	1,030	7,625	6,595	86.5 %	30,498
Contractor Services - Communications	0	6,213	6,213	100.0 %	24,850
Subtotal EXPENSES	1,030	13,837	12,807	92.6 %	55,348
<b>Revenue</b>					
Unspent Grant Funds Brought Forward from 2022/23	(12,427)	(12,427)	0	0.0 %	(12,427)
Other Contributions - Regional Climate Change Initiative	0	0	0	(100.0 %)	(5,455)
Subtotal REVENUE	(12,427)	(12,427)	0	0.0 %	(17,882)
<b>Subtotal Climate Change Adaptation Project</b>	<b>(11,397)</b>	<b>1,410</b>	<b>12,807</b>	<b>908.3 %</b>	<b>37,466</b>
<b>Waste Communications</b>					
<b>Expenses</b>					
Communications	0	5,950	5,950	100.0 %	23,800
Subtotal EXPENSES	0	5,950	5,950	100.0 %	23,800
<b>Revenue</b>					
Subtotal REVENUE	0	0	0		0
<b>Subtotal Waste Communications</b>	<b>0</b>	<b>5,950</b>	<b>5,950</b>	<b>100.0 %</b>	<b>23,800</b>
<b>Regional Economic Development Strategy</b>					
<b>Expenses</b>					
Development of Strategy	0	5,000	5,000	100.0 %	20,000
Subtotal EXPENSES	0	5,000	5,000	100.0 %	20,000
<b>Revenue</b>					
Subtotal REVENUE	0	0	0		0
<b>Subtotal Regional Economic Development Strategy</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>100.0 %</b>	<b>20,000</b>
<b>Regional Planning Initiative</b>					
<b>Expenses</b>					
Subtotal EXPENSES	0	0	0		0
<b>Revenue</b>					
Unspent Grants/Opening Funds B/F	(23,007)	(23,007)	0	0.0 %	(23,007)
Subtotal REVENUE	(23,007)	(23,007)	0	0.0 %	(23,007)
<b>Subtotal Regional Planning Initiative</b>	<b>(23,007)</b>	<b>(23,007)</b>	<b>0</b>	<b>0.0 %</b>	<b>(23,007)</b>
<b>Biochar Trial</b>					
<b>Expenses</b>					
Trial Operating Cost	35,200	35,200	0	0.0 %	35,200
Subtotal EXPENSES	35,200	35,200	0	0.0 %	35,200
<b>Revenue</b>					
Subtotal REVENUE	0	0	0		0
<b>Subtotal Biochar Trial</b>	<b>35,200</b>	<b>35,200</b>	<b>0</b>	<b>0.0 %</b>	<b>35,200</b>
<b>Total Operating</b>					
Expenditure	36,230	61,612	25,382	41.2 %	208,049
Income	(224,922)	(224,922)	0	0.0 %	(294,986)
<b>Net Operating</b>	<b>(188,692)</b>	<b>(163,310)</b>	<b>25,382</b>	<b>15.5 %</b>	<b>(86,937)</b>



## Financial Statement Summary

### STCA September Financial Statement Summary

#### Expenditure:

- With 25% of the financial year elapsed \$36,230 of expenditure has been recorded. This represents 17.41% of the Proposed Annual budget.

#### Income:

- In the 2023/24 Financial Year \$224,922 has been carried forward from unspent funds in prior periods. These funds being allocated as below:

\$12,427 to the Climate Change Adaptation Project;

\$23,007 to the Regional Planning Initiative; and

the balance of \$189,488 to Administration.

The Regional Planning Initiative project is complete and the unspent funds of \$23,007 are recommended to be transferred to General Funds.

- The Proposed Annual Budget for 2023/24 includes additional funding of \$70,064 , comprising:  
\$21,813 for Annual Fees paid by Member Councils as contribution to General Administration;  
\$42,797 Contribution by Member Councils to the Executive Officer position ; and  
\$5,454 from Non-Member Councils as contributions to the Regional Climate Change Initiative project.

Invoices for additional income will be issued upon approval of Budget amounts by the Board.

**STRWA** Southern Tasmanian  
Regional Waste  
Authority



# Annual Report

# 2022/23



## Acknowledgement of Country

The Southern Tasmanian Regional Waste Authority acknowledges with deep respect the palawa people as the traditional owners and custodians of lutruwita / Tasmania. We recognise that the Tasmanian Aboriginal people belong to the oldest continuing culture in the world *who have survived invasion and dispossession, and continue to maintain their identity, culture and rights.* We pay our respect to elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today. As we add our efforts to caring for this amazing place we live in; we acknowledge that they cared for and protected country for thousands of years and continue to be the ongoing custodians of this land.



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## Chairperson's Report

It gives me great pleasure to present the Southern Tasmanian Regional Waste Authority's (STRWA) inaugural Annual Report.

While this report is for 2022/23, the Board only had its first meeting in February 2023, the CEO only commenced at the end of April 2023, and we only received our funding in May 2023! We haven't been able to spend all of that new funding, because as you can imagine it is not easy to deliver on projects in a 6-week period; but our grant deed allows us to carry forward our key projects and we are now well primed to deliver on those priorities and more in 2023-24. I will let the CEO talk about the considerable activity he has initiated in a very short time, but it is a strong indicator of what we will be able to deliver next year.

A lot of STRWA's energy this year has been spent on establishment activities, but thanks to the considerable efforts of the Local Government Association of Tasmania, River Road Consulting, the City of Hobart and officers from our Member Councils, we were not working from a totally blank slate. We are very grateful for the good faith, energy and investment prior to the recruitment of the Board and CEO. It is also vital to recognize that STRWA has been made possible through the introduction of a waste levy in Tasmania. The waste levy is an economic instrument, designed to reduce waste to landfill, that also generates funds for a range of waste and environmental purposes. Under legislation STRWA can access up to \$7.50 per tonne of waste in the Southern Region. While we have not needed or asked for that much in our

establishment phase, it does give us confidence that we can deliver impactful projects going forward.

It has already been very rewarding to be part of the STRWA journey. Waste was very much at the forefront of LGAT's advocacy activity while I was CEO and STRWA's early beginnings were in a meeting I convened with General Managers in 2020, after which it was agreed to commit to working more collaboratively on waste issues under an MOU. Thanks to the efforts of the then Policy Director and now CEO of LGAT, Dion Lester, this collaborative approach has been given solidity, and access to funding, to support STRWA's purpose of "coordinat(ing) local government's resource recovery and management of solid waste in the Southern Region for a more sustainable future".

We have a diverse and skilled Board in Kerry Vincent (Chief Member Representative), Bec Thomas (Deputy Chief Member Representative) and independent members Corey Peterson and Ernie Hacker. Our first major task was to appoint a CEO and after considering more than 30 candidates, we were delighted that Paul Jackson agreed to take up the position. Paul's legal, local government and governance experience means he is well placed to drive the establishment of STRWA, build strong stakeholder relations and establish and manage contracts which deliver outcomes for the whole region.

The Waste Hierarchy



Fig 1.

Ladder of Circularity

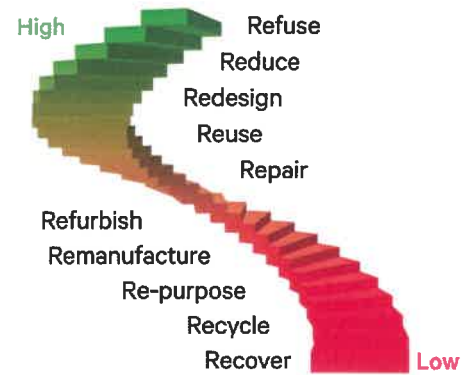


Fig 2.

During this recruitment period, we also needed to work with the Department of Natural Resources and Energy (NRE) and the Waste and Resource Recovery Board (WRRB) to finalise our grant deed for three years. While there was goodwill on both sides and bridging finance from the LGAT and the City of Hobart, there was considerable relief when funds appeared in our bank account towards the end of the financial year.

With consideration of our early stage of development and commitments made even prior to our formal establishment, agreeing an operational plan was our next important activity. The Board recognized that while ideally, we would have a strategic plan in place, we had a broadly agreed direction with our funders and our members and matters to progress in a timely fashion. Strategic planning will be a strong focus next year and we are already collecting a range of inputs to support us in that work. The other advantage of waiting to do our strategic planning is that we should be able to consider and align with the final Tasmanian Waste and Resource Recovery Strategy which, at the time of writing, is pending.

As a Board we have strongly aligned views on key matters. For example, the importance of working with the other regions to avoid duplication

of effort and maximise outcomes for all Tasmanians; the need to listen, learn and understand the issues facing our member councils and their communities when it comes to waste and resource recovery; to think holistically about the circular economy through waste prevention, waste reduction and waste reuse; and to ensure strong lines of communication and partnerships with the Waste and Resource Recovery Board, NRE, Southern Waste Solutions, Cleanaway and other critical stakeholders. We also recognize that regulatory and technological changes mean that we need to remain well informed, be prepared to be nimble and responsive, and leverage off an environment that is in flux to meet our objectives. We already have on our radar the forthcoming introduction of a Tasmanian container refund scheme.

WMRR Australia's National Waste Report 2022 states that in 2020-21 468,000 tonnes of waste went to landfill in Tasmania. While our recycling rate is strong, it's not the strongest in the nation. In all areas of the waste hierarchy, we can and need to be doing better. (See Fig 1) For many people the waste 'problem' seems insurmountable.

But there is hope. I was fortunate to attend, with the CEO, the National Waste Conference in Coffs Harbour

in May and be exposed to a wealth of information - about what is working and what isn't, emerging technologies, innovation in waste education, recovery and reuse and more. At that conference we were challenged to build a different narrative, one that recognizes the value in the things that we currently call waste and the processes we use to manage them. We need to think about the value as well as cost of waste; to better connect collection, sorting and processing to the end user; about the impact of inequality not only on people but our environment; about the 'ladder of circularity' (See Fig 2); about the language of waste; the importance of education and much, much more.

This is a global issue that everyone has a part to play in delivering a solution. As Rebecca Gilling from Planet Ark said in her address "We require the greatest feat of collaboration the world has ever seen". There is a myriad of possibilities for reducing the negative impact of modern life on our planet and STRWA is focused on helping our members and the broader southern region explore and implement those.

Dr Katrena Stephenson

CHAIR



## CEO's Message

It is a privilege to be the inaugural CEO of the Southern Regional Waste Authority (STRWA) and a pleasure to include this message in our first Annual Report.

It has been a whirlwind few months since beginning in the role as CEO in late April 2023 and only receiving funding in mid-May, however we have been able to achieve some important milestones in establishing the STRWA.

The amount of work required to create an organisation from scratch is quite surprising and thankfully much of this work was underway prior to my commencement, due to the efforts of LGAT and River Road Consulting. Fortunately, most establishment tasks are now complete and the STRWA is now operating relatively smoothly.

Our Board meets regularly and is developing a sound routine. The Board's work has been concentrated on balancing tasks required for establishment with trying to hit the ground running and achieve some tangible deliverables in the waste and resource recovery space.

Each month has seen a range of policies adopted - necessary for any contemporary business, however the Board has also approved its Operational Plan for 2023-2024 and signed off on a specification for the development of its inaugural Strategic Plan. This will be a critical piece of work for the future success of the STRWA.

The Chair and I have been busy meeting with member councils to brief them on our current activities, build relationships and outline the future

plans for the STRWA. The key message that I've been relaying is that it is really important that the STRWA adds value to the work of councils in the region. We can't afford to invest our limited resources in the wrong areas or by duplicating effort. Local government has been at the forefront in managing waste and driving policy development over a number of years and the STRWA is now just a vehicle to continue that excellent work.

The focus for the STRWA will now transition away from establishment tasks toward more tangible waste related outcomes. We will deliver a regional litter management plan and respond to the Tasmanian Waste and Resource Recovery Plan once it has been finalised.

There have been challenges and significant work involved in establishing the organisation, however it now presents a great opportunity given the current state of the waste sector in Tasmania at the policy level.

**Paul Jackson**

CEO - STRWA

# STRWA in focus

The Southern Tasmanian Regional Waste Authority (STRWA) is a joint authority established pursuant to section 30 of the *Local Government Act 1993*.

It is a body corporate with perpetual succession and has the powers and functions specified in the Act and its Rules. The Rules for the STRWA came into effect on 8 December 2022 following a resolution of the STRWA Local Government Forum.

The following councils are members of the STRWA:

- Brighton
- Central Highlands
- Clarence City
- Derwent Valley
- Glamorgan Spring Bay
- Glenorchy City
- Hobart City
- Huon Valley
- Kingborough
- Sorell
- Southern Midlands
- Tasman



Fig 3. Southern Tasmanian local government areas

## Background

In 2020, 12 southern Tasmanian councils agreed to co-operatively work on waste management and resource recovery issues and projects.

The establishment of the Southern Tasmanian Regional Waste Authority (STRWA) commenced in 2021 as a direct result of:

- impacts of China's decision to restrict the importing of recyclable material.
- decisions by the Australian Government to restrict the exporting of recyclables.
- the (then) contractor responsible for the processing of recyclables (SKM Industries Pty Ltd) in Southern Tasmania being placed into administration and the subsequent acquisition of SKM's assets by Cleanaway Pty Ltd.
- agreement (in December 2019) that Cleanaway Pty Ltd would accept the councils' recyclables for a period of 2-years. This arrangement allowed the councils in the southern region time to prepare and procure a new contract for the processing of recyclables whilst service continuity was maintained.

In 2020, the 12 southern councils collectively signed a Memorandum of Understanding (MOU) to enter an arrangement to work co-operatively on waste management and resource recovery issues and projects for the southern Tasmanian region.

Under the auspices of the MOU it was determined a joint tendering process would be undertaken for the procurement of a contractor for the processing of co-mingled recyclable materials. Due to the nature and value of the contract, it was necessary for the councils to make application to the ACCC for authority to undertake a 'collective tender of recycling services'.

As a direct result of the 'collective tender', Cleanaway Pty Ltd was appointed to undertake the recycling processing at their Materials Recovery Facility (MRF) at Derwent Park. The contract will now be administered by STRWA.

Subsequent to that process, a proposal was developed for the establishment of a new Joint Authority to manage the new recycling contract and progress other waste related issues for the region. All 12 councils in the region agreed to become members of the Joint Authority, now known as the Southern Tasmanian Regional Waste Authority.





## PURPOSE

The Rules identify the purpose of the STRWA is to coordinate local government's resource recovery and management of solid waste in the southern region for a more sustainable future.

The objectives and goals are to:

- a. foster sustainable use of resources.
- b. deliver efficient collection and reprocessing of resources.
- c. support opportunities for the circular economy to reduce environmental impact and grow Tasmania's economy.
- d. provide a collective voice for Member Councils on the circular economy, resource recovery and waste management.

## FUNCTIONS

The functions of the STRWA are to:

- a. support Members to deliver on their Council's resource recovery and waste management strategies or objectives.
- b. manage resource recovery or waste management contracts on behalf of Members, ensuring contract compliance and timely, on-budget delivery of contract outcomes and output.
- c. develop a Strategic Plan, and subsidiary plans, for the region to deliver upon its purpose and objectives.
- d. identify and implement, with partners, opportunities to recover more resources from waste.
- e. identify and seek external funding opportunities and partnerships to support the objectives of the STRWA.
- f. partner with the Tasmanian Government on delivery of the Waste Action Plan, or future similar strategy, where appropriate.
- g. support Members to engage their communities through resource education and behaviour change programs.
- h. support the development of policies and guidance for Members in their resource recovery and waste management activities.
- i. undertake reasonably incidental actions in achieving its purpose and objectives that are not explicitly identified.
- j. advocate for policy or legislative change in collaboration with the Local Government Association of Tasmania that will support the achievement of the STRWA's objectives.

## Board

The Southern Tasmanian Regional Waste Authority (STRWA) is governed by a Board which has the responsibility to manage the business and other affairs of the STRWA, ensuring that the STRWA acts in accordance with the Rules.

The Board comprises five Directors all of whom are appointed by the STRWA Local Government Forum. The STRWA Local Government Forum is made up of one appointed member from each of the 12 member councils.

The CEO reports directly to the Chair and Board of the STRWA.



**Dr Katrena Stephenson**

*BSc GradDipEnvStudies (Hons), PhD (Health Sociology), GAICD, FLGP*

CHAIR

Katrena has over 15 years management experience including as CEO of the Local Government Association of Tasmania (LGAT) and Director Environment, Development and Community at Kingborough Council. Before entering the Local Government sector, Dr Stephenson held operational, policy and evaluation roles in a number of Tasmanian State Government departments and in the UK.

Katrena is now undertaking Non-Executive Director and consulting roles. She is a graduate of the Australian Institute of Company Directors and in addition to her role as Chair of STRWA she is on the Board of Primary Health Tasmania and a member of the AICD Tasmanian Divisional Council. She is also a member of the Premier's Health and Wellbeing Advisory Council. Other recent Board experience includes Deputy President Local Government Professionals, member of the MAV Insurances Board, and Vice President of the Kingston Neighbourhood House.

As the former CEO of LGAT Katrena has been "in the conversation" about a Waste Authority from the beginning. She understands the issues waste poses for local government and has been a strong advocate for reform. Katrena looks forward to working with Southern Councils and other stakeholders to contribute to a more sustainable future.



**Kerry Vincent**

CHIEF MEMBER  
REPRESENTATIVE

Cr Kerry Vincent has served on Sorell Council since 2009 and as Mayor since 2012.

Kerry comes from a business management background and has owned several of his own businesses over the years. He currently owns and runs a rural supply business in Sorell with his son Brett.

He is very community focused and engages with the local community through his work with Council and his membership on a number of different boards and committees across Sorell and the greater southeastern region of Tasmania.

It is through this engagement with the community and on Council that he has developed a keen interest in the management of waste. Kerry is currently the Deputy Chair of the Copping Refuse Disposal Site Joint Authority and has previously served as Chair. This has positioned him well to fulfill the role of Chief Member Representative on the STRWA Board.





**Bec Thomas**

DEPUTY CHIEF MEMBER REPRESENTATIVE

Bec has served as a Glenorchy City Council Alderman since January 2018, and as Mayor since July 2021.

Glenorchy born and bred, educated locally and involved in sport most of her life, Bec has a strong connection to the local community. Her first jobs were at 'Purity' Glenorchy Central and Cooleys Hotel in Moonah, before graduating from UTAS with a Bachelor of Arts and First Class Honours in Sociology in 2006.

Bec's career has included various roles in the bureaucracy of federal and state government, as well as working as an Advisor to the Speaker of the House of Assembly.

Bec also has her own consultancy, 'Rising Kind', through which she delivers Mental Health First Aid training.

Bec is the Member Representative to STRWA for Glenorchy City Council which sees her fulfil the role of Deputy Chief Member Representative on the STRWA Board.



**Corey Peterson**

DIRECTOR

Corey is the Chief Sustainability Officer at the University of Tasmania, where he has successfully led a wide range of innovations and initiatives to reduce and recycle waste and make sustainability a core value of the organisation.

Corey brings both waste policy and operational experience to the STRWA Board, along with strong governance credentials from membership in various not-for-profit boards. This includes eight years on the University of Tasmania governing Council where he served on both the Audit and Risk Committee and the Built Environment and Infrastructure Committee as well as involved in strategy development at Board level. Corey understands the economic challenges of recycling in southern Tasmania and has views on how these might be mitigated. He has presented to the State Waste Board and other STRWA stakeholders on his experience developing and implementing the University's waste strategies and action plans.



**Ernest Hacker**

DIRECTOR

Ernest is an experienced senior manager with strong international experience in manufacturing. Ernest brings manufacturing and international experience to the Board, with a strong understanding of industry as an important stakeholder in STRWA. For example, the Boyer Mill produces around 40 000 tonnes of wood waste, 20 000 tonnes of ash and other significant amounts of waste each year. As General Manager a significant part of his role was to ensure proper and efficient disposal of these waste products.

His work at the Albury Newsprint Mill required the reprocessing of 75,000 tonnes of recycled paper into newsprint and this gave him extensive experience in waste logistics and the economics of recycling. Albury's wastewater stream was used for pine plantation irrigation, the wood from the plantation used back in the process. Sludge from the paper recycling deinking process was used for soil enhancement.

At the Bruck Mill in Austria, he initiated a waste to energy project burning municipal and industrial waste to produce electrical and steam energy for the mill. Since commissioning this has been a major benefit for the operation due to natural gas supply issues in Europe and reduction of waste to landfill.

## Grant Funding

The STRWA currently receives grant funding from the Tasmanian Government through the Waste and Resource Recovery Board. This is part of the Support for Regional Waste Authorities 2022-23 to 2024-25 Grant Program and is sourced from funds collected by the Government through the landfill levy.

The landfill levy commenced on 1 July 2022. The Tasmanian Government Landfill Levy is to encourage people to reduce waste, and to re-use or recycle materials instead of sending things to landfill.

The approved purpose for which the Grant is provided is to support the provision of regional strategic waste and resource recovery initiatives by the STRWA.

Total funding received through the Grant in May 2023 for the 2022-23 financial year was \$502,500. This will increase to \$590,411 for 2023-24 and for 2024-25 the amount will be calculated by reference to the annual average of waste disposed to landfill in the southern region over the preceding three years.



# Statement as to performance of goals and objectives for 2022/2023

Section 36A(2)(b) of the *Local Government Act 1993* requires the annual report of a joint authority to include a statement of its performance in relation to the goals and objectives set for the preceding financial year.

Because the Southern Tasmanian Regional Waste Authority (STRWA) is a newly created organisation its priorities for the 2022/2023 financial year were centred around establishment.

Commitments made under the Grant Deed entered into with the Crown were developed by the Local Government Association of Tasmania (LGAT) on behalf of the 12 southern councils as STRWA was being formed.

The summary (right) outlines the commitments contained in the Grant Deed and the progress made in relation to those during the 2022/2023 financial year.

Key Initiatives	Progress
<p><b>Joint Authority Governance establishment</b></p> <p><b>Actions:</b> <b>Complete</b></p>	<p>✓ Rules were finalised in July 2022 and commenced on 8 December 2022.</p> <p>✓ Directors and CEO have been recruited and appointed.</p> <p>✓ Corporate governance and administrative processes have also been established.</p>
<p><b>Southern regional material recovery facility tender</b></p> <p><b>Actions:</b> <b>Complete</b></p>	<p>✓ Tender process – including ACCC approval – is complete with contract entered into with City of Hobart in June 2022.</p> <p>→ Contract will be novated from CoH to STRWA, which is underway.</p>
<p><b>Ongoing educational activities</b></p> <p><b>Actions:</b> <b>Partially Complete</b></p>	<p>→ Funding for Rethink Waste Tasmania provided. Strategic plan for Rethink Waste being developed.</p> <p>✓ Initial engagement with Garage Sale Trail in relation to possible regional involvement.</p> <p>→ Clean-up Australia program not commenced.</p>
<p><b>Regional waste and resource recovery register of initiatives</b></p> <p><b>Actions:</b> <b>Partially Complete</b></p>	<p>→ Individual councils reviewing current register developed by LGAT to confirm extent of regional initiatives.</p>
<p><b>Regional litter management plan</b></p> <p><b>Actions:</b> <b>Commenced</b></p>	<p>→ A draft specification being prepared ready for going to market.</p>

## Governance

Governance is the process by which decisions are made and implemented, the process by which organisations go about achieving their goals and producing their outputs and the process by which organisations are directed, controlled and/or held accountable.

As a Joint Authority, established under the provisions of the *Local Government Act 1993* (“the Act”), to support Southern Tasmanian councils, it is important for the Southern Tasmanian Regional Waste Authority (STRWA) to demonstrate good corporate governance. STRWA will strive to have high ethical standards, particularly in relation to:

- its decision-making;
- being clear on its role/s;
- building positive relationships;
- being effective in strategic planning and performance monitoring;
- undertaking robust risk management; and
- having fair and transparent decision-making.

The STRWA Board:

- will be driven by a clear vision and mission developed by the Board;
- ensure decisions and processes make best use of the resources available to it, ensuring the best possible outcome for its member councils and their respective communities;
- will seek the feedback from member councils in making decisions and consider all views in developing policy positions;
- will be committed to engaging with member councils and other key stakeholders in delivering key functions; and
- will work in a way which is consistent with legislation and common law.





Local Government Forum as attended by STRWA member representatives.

## BOARD MEETINGS

STRWA is governed by the Board which shall have the responsibility to manage the business and other affairs of STRWA and in ensuring that STRWA acts in accordance the Rules. The Board is a board of management for the purposes of the Act.

Under its Rules, the Board of STRWA is required to meet at least ten times each year. Between its appointment in February 2023 and the end of the financial year 2022/2023, the Board met 5 times. Record of attendance for each meeting is recorded in **Table 1 on page 16**.

## LOCAL GOVERNMENT FORUM

The STRWA Local Government Forum consists of one representative from each member council, with that representative the only person authorised to vote on behalf of member councils.

Member councils are also required to appoint one substitute representative who may vote if the primary representative is unable to. Member councils may also appoint one observer to attend Forum meetings and the Annual General Meeting.

A member representative must be an elected representative or an employee of the respective Council. Where a representative ceases to be either, they will cease to be a member of the Forum.

Representatives may be changed when:

- a. A representative provides a notice to the member Council's general manager;
- b. A member council terminates an appointment and appoints a new representative; or
- c. A member council's general manager temporarily appoints a substitute representative if the representative is unable to act as a representative.

There were three meetings of the Forum held in the term of this financial report and each council was represented as shown in **Table 2 on page 16**.

TABLE 1. BOARD MEETING ATTENDANCE

Board Member:	3 Mar 2023	22 Mar 2023	20 Apr 2023	18 May 2023	28 Jun 2023	Total Attendance
<b>Kerry Vincent</b> CHIEF MEMBER REPRESENTATIVE	✓	✓	✓	A	✓	4
<b>Bec Thomas</b> DEPUTY CHIEF MEMBER REPRESENTATIVE	✓	✓	✓	✓	✓	5
<b>Ernest Hacker</b> NON-EXECUTIVE DIRECTOR	✓	✓	✓	✓	✓	5
<b>Corey Peterson</b> NON-EXECUTIVE DIRECTOR	✓	✓	✓	✓	✓	5
<b>Katrena Stephenson</b> NON-EXECUTIVE DIRECTOR	✓	✓	✓	✓	✓	5

TABLE 2. LOCAL GOVERNMENT FORUM ATTENDANCE

Council:	8 Dec 2022	30 Jan 2023	28 Jun 2023	Total
<b>Brighton</b>	✓	✓	✓	2
<b>Central Highlands</b>	✓	A	A	1
<b>Clarence City</b>	✓	✓	✓	3
<b>Derwent Valley</b>	✓	A	✓	2
<b>Glamorgan Spring Bay</b>	✓	✓	✓	3
<b>Glenorchy City</b>	✓	✓	✓	3
<b>Hobart City</b>	✓	✓	✓	3
<b>Huon Valley</b>	✓	✓	✓	3
<b>Kingborough</b>	✓	✓	✓	3
<b>Sorell</b>	✓	✓	✓	3
<b>Southern Midlands</b>	✓	✓	✓	3
<b>Tasman</b>	✓	✓	✓	3

A = Apology

## ENGAGEMENT WITH COUNCILS

The CEO and Chair have attended and briefed 4 councils in workshop settings on the activities and plans for STRWA (period 24 April to 30 June 2023). Briefings with remaining councils continue to occur with the intention of completing briefings with all member councils by the end of 2023.

These briefings provide an opportunity for member councils to understand the priorities and activities of STRWA as well as foster relationships between the STRWA and its member councils. Engagement with member councils will be an important aspect of the STRWA's work and also occurs through its newsletter, interactions with council officers and formal reporting as required by the *Local Government Act 1993* and the Rules of the STRWA.

In addition, there has been engagement with councils at the operational level - through General Managers and CEOs, as well as with the respective waste officers of each council. This has occurred on a general basis as well as in relation to specific projects. Given the current level of resourcing of the STRWA it has been necessary to rely on the resources of individual councils to support some of the initial activities of the STRWA.

## STAKEHOLDER ENGAGEMENT

Engagement with stakeholders is an important aspect of STRWA's operations during the establishment phase. Ensuring that the role of STRWA, as a new organisation, is understood by relevant stakeholders is critical to avoiding duplication of effort and enhancing the prospect of success for the STRWA.

Because of the infancy of STRWA's operations, stakeholder engagement has been relatively ad-hoc, involving a number of meetings with the private sector, not-for-profits and peak bodies. These have generally occurred organically through establishing networks and through the profile of the CEO. These will continue and begin to become more strategic as STRWA matures and develops its own strategic plan.

A more structured approach has been taken with the regional bodies dealing with waste in the North and North-West regions of Tasmania, recognising them as early critical stakeholders. The Tasmanian Waste and Resource Recovery Board has made it clear that they view the three regional bodies in Tasmania as key delivery partners in implementing the Tasmanian Waste and Resource Recovery Strategy, so it is vital that the three regions are able to work collaboratively.



## Statement of Activities

Section 36A(2)(a) of the *Local Government Act 1993* requires the annual report of a joint authority to include a statement of its activities during the preceding financial year.

The activities of the Southern Tasmanian Regional Waste Authority (STRWA) in 2022/2023 were focused on its establishment. Board members were recruited and appointed in February 2023 and the inaugural CEO commenced in April 2023.

Necessary arrangements were made for STRWA to commence operations, including securing an ABN, bank account and appropriate business systems. Other corporate governance and administrative processes have also been established.

The Board has met monthly since March 2023, in accordance with the STRWA Rules and there have been three Local Government Fora held.

The other priority activities that have occurred include:

- progressing the novation of contract for the southern regional material recovery facility from City of Hobart to STRWA;
- work pursued with respect to education activities across the three regions;
- partial development of a register of waste and resource recovery initiatives undertaken at member councils; and
- commencing procurement for a regional litter management plan.

As outlined in previous sections of this report numerous meetings have occurred to develop relationships with key stakeholders.

STRWA has laid foundations for the year ahead through the development of an Operational Plan for the 2023/2024 financial year. This plan will transition STRWA through the completion of its establishment phase at which point it will have developed a Strategic Plan for the next horizon.





# Operational Plan 2023/2024

At its meeting of 28 June 2023, the STRWA Board adopted an Operational Plan for the 2023/2024 financial year. The intent of this plan is to support STRWA operations between establishment and confirmation of the broader strategic direction. The plan identifies the priorities for STRWA for the forthcoming financial year.

The priorities can be grouped into five key areas:

1. **Response to Tasmanian Waste and Resource Recovery Strategy:** involves STRWA working, both independently and collaboratively with the other two regions, to identify actions and projects to pursue in response the Tasmanian Waste and Resource Recovery Strategy (once it is finalised). This will involve determining appropriate regional projects to pursue in conjunction with member councils.
2. Completing projects committed to under the Grant Deed with the State Government but are **2022-2023 Carry Forwards**. These include coordinating regional involvement with initiatives like the Garage Sale Trail and Clean-up Australia Day and completing a register of waste and resource recovery initiatives being pursued across the southern region (by both councils in the region and other organisations). STRWA will also be preparing a litter management plan for the region.
3. Concluding the **Establishment of STRWA** through developing a Strategic Plan for the organisation to guide its operation over the next 3-5 years. Formalising a network of technical officers employed by member councils in the waste and resource recovery fields to enable the sharing of information and learnings across the region.
4. Maintaining ongoing **Statewide Education Initiatives** through the Rethink Waste platform.
5. Managing the contract for the operation of the **Southern Material Recovery Facility** on behalf of the member councils to ensure that strong environmental outcomes and value for money is being achieved across the region.



# Annual Financial Statements

Southern Tasmanian Regional Waste Authority  
ABN 71 966 321 558  
For the year ended 30 June 2023

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PREPARED BY WLF ACCOUNTING & ADVISORY

# Director's Report

Southern Tasmanian Regional Waste Authority  
For the year ended 30 June 2023

## DIRECTORS

The directors present this report of the entity for the financial year ended 30 June 2023.

Director Role:	Board Member:	Election Date:
CHIEF MEMBER REPRESENTATIVE	<b>Kerry Vincent</b>	Elected February 2023
DEPUTY CHIEF MEMBER REPRESENTATIVE	<b>Bec Thomas</b>	Elected February 2023
NON-EXECUTIVE DIRECTOR	<b>Corey Peterson</b>	Elected February 2023
NON-EXECUTIVE DIRECTOR	<b>Katrena Stephenson</b>	Elected February 2023
NON-EXECUTIVE DIRECTOR	<b>Ernest Hacker</b>	Elected February 2023

## PRINCIPLE ACTIVITIES

The principle activity of the entity remains to be:

Coordinating local government's resource recovery and management of solid waste in the southern region for a more sustainable future. This includes fostering sustainable use of resources, delivering efficient collection and reprocessing of resources, supporting opportunities for the circular economy to reduce environmental impact and grow Tasmania's economy and provide a collective voice for Member Councils on the circular economy, resource recovery and waste management.

No significant changes in the nature of the entity's activity occurred during the financial year.

## OPERATING RESULTS

The surplus of the entity amounted to \$166,075 for the year ended 30 June 2023.

## SIGNIFICANT CHANGES IN STATE OF AFFAIRS

No significant changes in the entity's state of affairs occurred during the financial year.

## AFTER BALANCE DAY EVENTS

After the end of the financial year, the entity entered into a Deed of Novation with the City of Hobart and Cleanaway Pty Ltd to novate a contract for the Southern Tasmanian Councils Regional Recycling Processing Services from City of Hobart to STRWA. This occurred on 1 August 2023.

The contract is for a term commencing on 1 June 2022 and expiring 31 May 2032 with one option period of 5 years. The estimated value of the contract is \$38,823,750. Each member council of the Southern Tasmanian Regional Waste Authority is responsible for paying service fees under the contract directly to the contractor.

No other matters have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the entity in future years.

## ENVIRONMENTAL ISSUES

The entity's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory.

The accompanying notes form part of these financial statements.

## INDEMNIFYING OFFICE OR AUDITOR

No indemnities have been given or insurance premiums paid, during or since the end of the financial year, for any person who is or has been an officer or auditor of the entity.

## PROCEEDINGS ON BEHALF OF THE AUTHORITY

No person has applied for leave of Court to bring proceedings on behalf of the entity, or intervene in any proceedings to which the entity is a party for the purpose of taking responsibility on behalf of the entity for all or any part of those proceedings.

The entity was not a party to any such proceedings during the year.

Signed:



**Dr Katrena  
Stephenson**

C H A I R

Signed at Hobart, this 25th day of October 2023 in accordance with a Resolution of the Directors.

# Director's Declaration

Southern Tasmanian Regional Waste Authority  
For the year ended 30 June 2023

In accordance with a resolution of the directors of Southern Tasmanian Regional Waste Authority (the Authority), we state that in the opinion of the directors:

- a) the financial statements and notes of the Authority are in accordance with the Local Government Act 1993, including:
  - (i) giving a true and fair view of the authority's financial position as at 30 June 2023 and of its performance for the year then ended on that date; and
  - (ii) complying with Australian Accounting Standards – Simplified Disclosures and in accordance with AASB 1060.
- b) There are reasonable grounds to believe that the authority will be able to pay its debts as and when they become due and payable

This statement is made in accordance with a resolution of the directors and is signed for and on behalf of the Board.

Signed:



**Dr Katrena  
Stephenson**

CHAIR

Signed at Hobart, this 25th day of October 2023 in accordance with a Resolution of the Directors.

# Statement of Financial Position

Southern Tasmanian Regional Waste Authority  
For the year ended 30 June 2023

	NOTES	30 JUN 2023
<b>ASSETS</b>		
<b>Current Assets</b>		
Cash and cash equivalents	4	107,953
GST		31,668
Other current assets	5	874
<b>Total Current Assets</b>		<b>140,495</b>
<b>Non-Current Assets</b>		
Property, plant and equipment	6	47,196
<b>Total Non-Current Assets</b>		<b>47,196</b>
<b>Total Assets</b>		<b>187,691</b>
	NOTES	30 JUN 2023
<b>LIABILITIES</b>		
<b>Current Liabilities</b>		
Employee benefits	7	1,775
Trade and other payables	8	19,642
Other current liabilities	9	10
<b>Total Current liabilities</b>		<b>21,427</b>
<b>Non-Current Liabilities</b>		
Employee benefits	7	189
<b>Total Non-Current liabilities</b>		<b>189</b>
<b>Total Liabilities</b>		<b>21,616</b>
<b>Net Assets</b>		<b>166,075</b>
<b>EQUITY</b>		
Accumulated Surplus		166,075
<b>Total Equity</b>		<b>166,075</b>

Refer to the statement of changes in equity for all equity accounts

The accompanying notes form part of these financial statements.

# Statement of Profit & Loss & Other Comprehensive Income

Southern Tasmanian Regional Waste Authority  
For the year ended 30 June 2023

<b>INCOME</b>	NOTES	2023
State Government - Grants	2	502,500
Interest Revenue	3	918
<b>Total Income</b>		<b>503,418</b>
<b>EXPENSES</b>		2023
Board Expenses		22,857
Employee Expenses		36,357
Office Expenses		5,155
Other Expenses		18,863
Project Costs		246,148
Conferences & Seminars		7,962
<b>Total Expenses</b>		<b>337,343</b>
Surplus/(Deficit)		166,075
<b>Comprehensive Result</b>		<b>166,075</b>

The accompanying notes form part of these financial statements.

# Statement of Changes in Equity

Southern Tasmanian Regional Waste Authority  
For the year ended 30 June 2023

## EQUITY – SUMMARY

	2023
<b>Equity</b>	
Opening Balance	-
Accumulated Surplus	166,075
<b>Total Equity - Summary</b>	<b>166,075</b>

## EQUITY – DETAILED

	2023
<b>Accumulated Surplus</b>	
Opening Balance	-
Surplus/(deficit) for the year	166,075
<b>Total Accumulated Surpluses</b>	<b>166,075</b>



# Statement of Cash Flows

Southern Tasmanian Regional Waste Authority  
For the year ended 30 June 2023

STATEMENT OF CASH FLOWS	NOTES	2023
<b>Cash flows from Operating Activities</b>		
Grants		552,750
Interest received		918
Payments to suppliers and employees		(398,050)
<b>Total Cash flows from Operating Activities</b>		<b>155,618</b>
<b>Cash flows from Investing Activities</b>		
Purchase of plant and equipment		(47,665)
<b>Total Cash flows from Investing Activities</b>		<b>(47,665)</b>
Net increase / (Decrease) in cash and cash equivalents		107,953
Cash and cash equivalents at beginning of the period		-
Cash and cash equivalents at end of the period	4	107,953

Total cash flows from operating activities

Please refer to **note 14** for the reconciliation of operating cash flows.

# Notes to the Financial Statements

## Southern Tasmanian Regional Waste Authority For the year ended 30 June 2023

### 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

Australian Accounting Standards set out accounting policies that the Australian Accounting Standards Board has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of the financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards – Simplified Disclosures of the Australian Accounting Standards Board and the *Local Government Act 1993*. The authority is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

The financial statements, except for the cash flow information, have been prepared on an accrual basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements are in Australian Dollars and have been rounded to the nearest dollar.

The financial statements were authorised for issue on 25 October, 2023 by the directors of the authority.

#### NEW AND AMENDED ACCOUNTING POLICIES ADOPTED

AASB 1060: General Purpose Financial Statements – Simplified Disclosures for For-Profit and Not-for-Profit Tier 2 Entities. The Group has adopted AASB 1060: General Purpose Financial Statements – Simplified Disclosures for For-Profit and Not-for-Profit Tier 2 Entities for the first time this reporting period. The Standard, which sets out a new separate disclosure Standard to be applied by all entities that are reporting under Tier 2 of the Differential Reporting Framework in AASB 1053: Application of Tiers of Australian Accounting, replaces the previous Reduced Disclosure Requirements (RDR) framework.

#### (a) Entity Information

The financial statements of Southern Tasmanian Regional Waste Authority for the year ended 30 June 2023 were authorised for issue in accordance with a resolution of the directors on 25 October 2023.

Southern Tasmanian Regional Waste Authority is a not-for-profit government authority incorporated and domiciled in Australia. The registered office is located in Hobart, Tasmania, Australia.

#### (b) Critical Accounting Estimates and Judgments

The directors make estimates and judgements during the preparation of these financial statements regarding assumptions about current and future events affecting transactions and balances.

These estimates and judgements are based on the best information available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

The significant estimates and judgements made have been described below.

Key estimates

*Useful life of assets*

*Employee provisions*

#### (c) Taxation

The financial report has been prepared on the basis that the authority is a non-taxable entity.

#### (d) Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

#### PLANT AND EQUIPMENT

Plant and equipment is measured on the cost basis and are therefore carried at cost less accumulated depreciation and any accumulated impairment. In the event the carrying amount of plant and equipment is greater than the estimated recoverable amount, the carrying amount is written down immediately to the estimated recoverable amount.

All repairs and maintenance are charged to profit or loss during the financial period in which they are incurred.

**(e) Depreciation**

The depreciable amount of all fixed assets, is depreciated on a diminishing value basis useful life to the entity commencing from the time the asset is held ready for use.

The depreciation rates used for each class of depreciable assets are:

Class of Fixed Asset	Depreciation Rate
Motor Vehicles	20%
Office Equipment	66.67%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

**(f) Trade and Other Payables**

Trade and other payables represent the liabilities for goods and services received by the entity that remain unpaid at the end of the reporting period. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

Trade and other payables are initially measured their fair value and subsequently measured at amortised cost using the effective interest method.

**(g) Employee Benefits****SHORT-TERM EMPLOYEE BENEFITS**

Provision is made for the authority's obligation for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting

period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The authority's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as part of current trade and other payables in the statement of financial position.

**OTHER LONG-TERM EMPLOYEE BENEFITS**

Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Upon the remeasurement of obligations for other long-term employee benefits, the net change in the obligation is recognised in profit or loss as part of employee benefits expense.

The authority's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the authority does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**(h) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the statement of financial position.

**(i) Revenue Recognition**

Non-reciprocal grant revenue is recognised in profit or loss when the authority obtains control of the grant and it is probably that the economic benefits of the grant will flow to the authority and the amount of the grant can be measured reliably.

Revenue from interest is recognised using the effective interest rate method.

All revenue is stated net of the amount of goods and services tax (GST).

**(j) Goods and Services Tax**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows included in receipts from customers or payments to suppliers.

**(m) State Government Grants**

When the authority receives grant revenue, it assesses whether the contract is enforceable and has sufficiently specific performance obligations in accordance with AASB 15 and AASB 1058.

As the contract is not enforceable and does not have sufficiently specific performance obligations, the authority:

- Recognises the asset received in accordance with the recognition requirements of other applicable accounting standards;

- Recognises related amounts; and
- Recognises the income immediately in the Statement of Comprehensive Income.

**2. GRANTS & CONTRIBUTIONS**

2023

Grants and contributions were received in respect of the following:

**Summary of grants received**

State funded grants	502,500
<b>Total Summary of grants received</b>	<b>502,500</b>

**Grants and contributions recognised as revenue**

(a) State Government - Grants	502,500
<b>Total Grants and contributions recognised as revenue</b>	<b>502,500</b>

(a) Conditional grants/contributions recognised as revenue on satisfaction of prescribed conditions

**3. FINANCE INCOME AND EXPENSES**

2023

**Finance Income**

Interest Revenue	918
<b>Total Finance Income</b>	<b>918</b>
<b>Total Finance Income and Expenses</b>	<b>918</b>

**4. CASH AND CASH EQUIVALENTS**

2023

**Bank Accounts**

Business Transaction Account	107,953
<b>Total Bank Accounts</b>	<b>107,953</b>
<b>Total Cash and Cash Equivalents</b>	<b>107,953</b>

## 5. OTHER ASSETS

2023

### Current

Prepayments	874
<b>Total Current</b>	<b>874</b>
<b>Total Other Assets</b>	<b>874</b>

## 6. PROPERTY PLANT AND EQUIPMENT

2023

### Plant and Equipment

Office Equipment	5,113
Less Accumulated Depreciation on Office Equipment	(119)
<b>Total Office Equipment</b>	<b>4,994</b>
<b>Total Plant and Equipment</b>	<b>4,994</b>

### Vehicles

Vehicles at cost	42,552
Accumulated depreciation of vehicles	(350)
<b>Total Vehicles</b>	<b>42,202</b>
<b>Total Property Plant and Equipment</b>	<b>47,196</b>

### Property, Plant & Equipment

Movements in carrying value	Computer & Office Equipment	Vehicles	Total
<b>Balance at 1 July 2022</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Additions	\$5,113	\$42,552	\$47,665
Depreciation expense	(\$119)	(\$350)	(\$469)
<b>Carrying amount at 30 June 2023</b>	<b>\$4,994</b>	<b>\$42,202</b>	<b>\$47,196</b>

## 7. EMPLOYEE BENEFITS

2023

### Current

Provision for Annual Leave	1,775
<b>Total Current</b>	<b>1,775</b>

### Non Current

Provision for Long Service Leave	189
<b>Total Non Current</b>	<b>189</b>
<b>Total Employee Benefits</b>	<b>1,964</b>

## 8. TRADE AND OTHER PAYABLES

2023

### Current

Accounts Payable	1,217
Mastercard	2,080
PAYG Withholdings Payable	4,942
Accrued Expenses	11,404
<b>Total Current</b>	<b>19,642</b>
<b>Total Trade and Other Payables</b>	<b>19,642</b>

## 9. OTHER LIABILITIES

2023

### Current

Annual Dinner Deduction	10
<b>Total Current</b>	<b>10</b>
<b>Total Other Liabilities</b>	<b>10</b>

## 10. KEY MANAGEMENT PERSONNEL COMPENSATION

The total remuneration paid to key management personnel of the Authority is \$55,697.

This is broken down into the following bandings

Remuneration Banding	Number of Key Management Personnel
\$0-\$5,000	4
\$5,001-\$10,000	1
\$10,001-\$35,000	1

## 11. CONTINGENCIES & COMMITMENTS

In the opinion of the Directors, the entity did not have any contingencies at 30 June 2023.

## 12. RELATED PARTIES

The Authority's main related parties are as follows:

### Key management personnel:

Paul Jackson - CEO

Board members as mentioned in Director's Report

Related parties include close family members of key management personnel and entities that are controlled or significantly influenced by those key management personnel or their close family members.

### Transactions with related parties:

There were no transactions between related parties in the year ended 30 June 2023.

## 13. EVENTS OCCURRING AFTER THE REPORTING DATE

After the end of the financial year, the entity entered into a Deed of Novation with the City of Hobart and Cleanaway Pty Ltd to novate a contract for the Southern Tasmanian Councils Regional Recycling Processing Services from City of Hobart to STRWA. This occurred on 1 August 2023.

The contract is for a term commencing on 1 June 2022 and expiring 31 May 2032 with one option period of 5 years.

The estimated value of the contract is \$38,823,750. Each member council of the Southern Tasmanian Regional Waste Authority is responsible for paying service fees under the contract directly to the contractor.

No other matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the authority, the results of those operations, or the state of affairs of the authority in future financial years.

## 14. CASH FLOW INFORMATION - RECONCILIATION OF CASH FLOWS FROM OPERATIONS

30 JUN 2023 (\$)

Net surplus/(deficit) for the year:	166,075
<hr/>	
Non-cash flow in surplus/(deficit):	
Depreciation Expense	469
<hr/>	
Changes in assets and liabilities:	
(Increase)/Decrease in trade debtors and other receivables	(32,542)
Increase / (Decrease) in other creditors	19,642
Increase / (Decrease) in employee provisions	1,964
Increase / (Decrease) in other liabilities	10
<hr/>	
<b>Cash flows provided by Operating Activities:</b>	<b>155,618</b>

## 15. AUDITORS COMPENSATION

2023 (\$)

Remuneration of the auditor of the Authority, Tasmanian Audit Office, for:

Auditing or reviewing the financial statements	5,000
Taxation services	N/A
<hr/>	
<b>Total</b>	<b>5,000</b>

Taxation services relate to tax compliance work, including preparation of the tax return.

Auditing fees have been estimated as no formal notice has been provided to the authority.





## Independent Auditor's Report

### To the Representatives of the Participating Councils and Members of Parliament

### Southern Tasmanian Regional Waste Authority

### Report on the Audit of the Financial Report

#### Opinion

I have audited the financial report of the Southern Tasmanian Regional Waste Authority (the Authority), which comprises the statement of financial position as at 30 June 2023, statements of profit and loss & other comprehensive income, changes in equity and cash flows for the year then ended, notes to the financial statements, including a summary of significant accounting policies and the Director's Declaration signed by the Chair of the Board.

In my opinion, the accompanying financial report:

- (a) presents fairly, in all material respects, the financial position of the Authority as at 30 June 2023 and its financial performance and its cash flows for the year then ended
- (b) is in accordance with the *Local Government Act 1993* and Australian Accounting Standards.

#### Basis for Opinion

I conducted the audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of the Authority in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

The *Audit Act 2008* further promotes the independence of the Auditor-General. The Auditor-General is the auditor of all Tasmanian public sector entities and can only be removed by Parliament. The Auditor-General may conduct an audit in any way considered appropriate and is not subject to direction by any person about the way in which audit powers are to be exercised. The Auditor-General has for the purposes of conducting an audit, access to all documents and property and can report to Parliament matters which in the Auditor-General's opinion are significant.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### **Other Information**

The directors are responsible for the other information. The other information comprises the information included in Director's Report for the year ended 30 June 2023, but does not include the financial report and my auditor's report thereon.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

### **Responsibilities of the Directors for the Financial Report**

The directors are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the financial reporting requirements of the *Local Government Act 1993* and for such internal control as determined necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the directors are responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the Authority or to cease operations, or have no realistic alternative but to do so.

### **Auditor's Responsibilities for the Audit of the Financial Report**

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

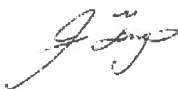
As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting

from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the director's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authority's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusion is based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Authority to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



Jeff Tongs  
**Assistant Auditor-General**  
**Delegate of the Auditor-General**  
Tasmanian Audit Office

7 November 2023  
Hobart



**SM COMMUNITY SMALL GRANT PROGRAM 2023 ROUND 2 - ATTACHMENT - A3 ANALYSIS SUMMARY OF ALL APPLICATION**

**Summary of the Assessment Panel's scoring for the SM Community Small Grant Program 2023 Round 2**

This summary of the analysis shows that the individual scoring of the Assessment Panel Members has been automatically added up in the 'Score' column from the individual score sheets from the Panel Members.

The summed scores are then automatically multiplied by the weighting (WT) and it arrives at the 'sum'. The 'sum' column this provides a Grand Total. That Grand Total is divided by the number of Scorers, which provides a consistency across all applicants. The 'Overall Ranking' of all applications is then reviewed and a 'reality test' applied to ensure that the feeling of the Panel is consistent with the scoring. It there is a query the calculations are checked to ensure that there has not been a miss entry or an arithmetical error in the spread sheet. Once that has been confirmed the Assessment Panel starts to allocate the funds based on the ranking, until the funds have been exhausted.

On this occasion all of the funds were not able to be fully exhausted as the next Application (ranked 7) had fixed costs with the balance of available funds being unable to fulfil the requirements of the project as articulated in the application, therefore that balance of \$1,507.00 will be added to the next years Grant budget.

ORGANISATION	WT	Bagdad Online Access		Bagdad VFB		Campania FC		Canine Club		Kempton VFB		Mount Pleasant FC		Navigate Family Services		Oatlands Bowls Club		Oatlands VFB		Runnymede CC		St Marys Community Cem		Woodsdale FC	
		SCORE	SUM	SCORE	SUM	SCORE	SUM	SCORE	SUM	SCORE	SUM	SCORE	SUM	SCORE	SUM	SCORE	SUM	SCORE	SUM	SCORE	SUM	SCORE	SUM	SCORE	SUM
<b>WANT</b>																									
<b>Criteria 1</b>																									
Demonstrate considerable benefit to the community;	10	23	230	26	260	19.5	195	19	190	26.5	265	23	230	22.5	225	26	260	24.5	245	23.5	235	25	250	20.5	205
<b>Criteria 2</b>																									
Raise the awareness of or access to a service, program, group or issue or maximize the participation or use of facility;	10	24	240	20	200	17.5	175	15	150	20	200	20	200	20.5	205	23.5	235	20	200	21	210	20.5	205	19	190
<b>Criteria 3</b>																									
Demonstrate coordination with other groups in the community;	5	23	115	15	75	11	55	14	70	15	75	21.5	107.5	19	95	21	105	15	75	17.5	87.5	22	110	15	75
<b>Criteria 4</b>																									
Address local issues by attempting to meet a community need or gap;	15	24	360	19	285	19	285	16.5	247.5	22.5	337.5	20.5	307.5	20	300	24.5	367.5	16	240	20	300	24	360	19.5	292.5
<b>Criteria 5</b>																									
Show evidence of community support for the project;	10	22.5	225	17	170	17	170	19	190	18.5	185	18.5	185	18	180	21	210	19	190	19	190	24	240	18	180
<b>Criteria 6</b>																									
Enhance the lifestyle options for residents and visitors in the community;	5	21	105	18	90	16	80	17	85	18	90	20	100	17.5	87.5	23	115	17	85	20.5	102.5	22	110	15.5	77.5
<b>Criteria 7</b>																									
Demonstrate an ability to manage the project through resource allocation, effective planning, clear goals and evaluation processes;	15	25	375	21	315	24	360	22	330	23	345	24	360	20	300	24	360	21	315	21	315	24	360	20.5	307.5
<b>Criteria 8</b>																									
Demonstrate the ability to be ongoing (if appropriate).	10	25	250	23	230	21	210	21	210	25	250	23	230	18	180	26	260	22	220	23	230	22	220	18	180
<b>Criteria 9</b>																									
Is the project reliant on other funds, if so has other fund been approved	5	9	45	9	45	15	75	20	100	7	35	24	120	17	85	12	60	13	65	21.5	107.5	20	100	17	85
<b>Criteria 10</b>																									
Includes the ability for broad Community access – Land Tenure	10	28	280	9	90	18	180	12	120	9	90	18.5	185	23	230	22	220	9	90	23.5	235	24	240	13	130
<b>Criteria 11</b>																									
Grant funds applied for as a % of the total to complete the project	10	6	60	6	60	18	180	15	150	9	90	12	120	10	100	12	120	6	60	21	210	21	210	9	90
<b>Criteria 12</b>																									
The Project shall be one that has not received any previous funding for the same purpose by Council or any other funding body	8	29	232	24	192	24	192	28	224	24	192	23	184	19	152	28	224	26	208	24	192	21	168	27	216
<b>Criteria 13</b>																									
Risk Assessment of this Project	10	23	230	25	250	20	200	22	220	22	220	23	230	17	170	23	230	23	230	21	210	23	230	20	200
<b>Criteria 14</b>																									
Funding received over the last five years	10	6	60	6	60	12	120	30	300	30	300	6	60	6	60	26	260	30	300	24	240	6	60	30	300
<b>Balance Sheet Considerations</b>	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Grand Total</b>			2807		2322		2477		2587		2675		2619		2370		3027		2523		2865		2863		2529
<b>Average (ie total score divided by number of Assessors)</b>			468		387		413		431		446		437		474		504		421		477		477		421
<b>Total Cost of the project</b>			3150		1810		2210		4023		981		3682		2584		3168		7330		5653		3960		3277
<b>Requested amount by the organisation (as a % of total Amount)</b>		87%	2727		1645		1720		2727		892		3000		2575		2618		2727		3000		2520		2979
<b>Will accept lessor amount of grant</b>			2727		1645		1500		2727		892		3000		2500		2618		2727		3000		2510		2879
<b>Value of Grant approved by the Committee</b>			2727								892				2575		2618				3000		2520		
<b>Overall Ranking (determine manually based on formula above)</b>			5		12		11		8		6		7		4		1		10		2		3		9
<b>NOTE: If there is a conflict of interest with any Assessor the individual(s) do not score the Application and the average (ie total score divided by number of Assessors) is adjusted on this spread sheet</b>																									
<i>The processes conducted for this assessment of the Southern Midlands Community Small Grants Program have been developed and validated by Andrew Benson, Deputy General Manager and are confirmed as true and correct</i>																									

\$ 41,828.00	Value of Projects
\$ 29,130.00	Grant Funds Sought
\$ 28,725.00	Will Accept
\$ 14,332.00	
\$ 15,839	2023/2024 Round 2
\$ 1,507.00	balance

# Review of Financial Assistance Base Grant Methodology

The impacts of removing the per capita allocation to all  
councils and estimating councils' expenditure  
requirements based on the service population

Discussion Paper DP23-01

November 2023

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## Executive Summary

The Commission has examined the impacts of changing its approach to preparing recommendations for the allocation of the base grant component of the Financial Assistance Grants, following the generally positive feedback from two Conversation Starters issued in December 2022 and February 2023.

These proposed changes relate to the allocation of a share of the base grant on a per capita basis and basing councils' expenditure requirements on estimates of the service population.

This paper examines how the Commission's 2023-24 recommendations for the allocation of the base grant would have been different:

- if the Commission no longer allocates 30 per cent of the base grant to all councils on a per capita basis; and
- if the Commission bases councils' expenditure requirements on estimates of the population they service and not the resident population as estimated by the Australian Bureau of Statistics.

Removing the per capita allocation to all councils of 30 per cent of the base grant would result in significantly different grant recommendations for several councils by making available a greater share of the base grant to be allocated according to relative need. It would lead to lower base grant recommendations for the more populous councils with low assessed relative need. For example, it would have reduced the recommended grants for 2023-24 by around \$265 000 per year in the case of Devonport City Council and by almost \$150 000 for Brighton Council.

By contrast, the recommended base grants for the smaller councils with high assessed relative need would be significantly increased, such as up by just over \$160 000 for the Southern Midlands Council for 2023-24 and by just under \$150 000 for West Coast Council.

Basing expenditure requirements on estimates of the service population rather than the resident population would have resulted in increased grant recommendations for 2023-24 for those councils with a proportionately large number of holiday properties. These include Glamorgan-Spring Bay (up by around \$450 000), Central Highlands (up by just over \$330 000) and Tasman (up by almost \$290 000).

The councils with the largest decreases are those councils with larger populations with a relatively small share of dwellings that are estimated to be not occupied by residents. These include West Tamar (down by almost \$195 000), Huon Valley (down by almost \$185 000) and Latrobe (down by around \$170 000).

This paper also reports on the impact on recommendations of implementing both new approaches. The largest increases in recommendations would be for Central Highlands (up by just over \$470 000), Glamorgan-Spring Bay (up by almost \$460 000), and Tasman (up by just over \$360 000).

The councils with the largest decreases are those councils with larger populations, excluding the minimum grant councils, with a relatively small share of dwellings that are estimated to be



not occupied by residents. These include West Tamar (down by just over \$325 000), Devonport (down by just over \$270 000) and Huon Valley (down by around \$250 000).

For both changes, the base grant recommendations for the five minimum grant councils, namely Hobart, Clarence, Kingborough, Glenorchy and Launceston, would not be affected.

The Commission is seeking feedback from councils on the proposed changes, which will be used to inform its decision making. Councils are encouraged to provide written responses by 15 December 2023.

## Introduction

As part of the 2023 council hearings and visits, the Commission issued the following two Conversation Starters seeking comments on the issues raised:

- Conversation Starter CS2301 - Allocation of a share of the Base Grant on a per capita basis.

The Commission sought feedback on whether the current approach of allocating 30 per cent of the base grant on a per capita basis to all councils remains appropriate. The Commission also sought feedback from councils on how any grant funds not allocated on a per capita basis should be distributed between councils.

- Conversation Starter CS2302 - Adjusting councils assessed expenditure requirements to allow for the service population being greater than the resident population.

The Commission sought feedback on whether the Commission's current approach to assessing councils' expenditure requirements includes sufficient allowance for the costs councils incur in providing services to owners and occupiers of dwellings who may not be classed as residents with respect to that property or within the municipality, according to the Australian Bureau of Statistics.

The Commission has developed changes to its methodology to examine how the 2023-24 base grant recommendations would have been different from those provided to the Tasmanian Treasurer in early July 2023.

The Commission is considering adopting changes to its methodology for its recommendations from the 2024-25 financial year.

# Removing the per capita allocation of a share of the base grant to all councils

## Background

Under the Australian Government's *Local Government (Financial Assistance) Act 1995*, the Commission must apply National Principles in developing recommendations for allocating the base (general purpose) grant across councils (\$47.19 million for Tasmania in 2023-24).

One National Principle specifies the minimum grant, as set out below:

### Minimum Grant

The minimum general purpose grant allocation for a local governing body in a year will not be less than the amount to which the local governing body would be entitled if 30 per cent of the total amount of general purpose grants to which the State or Territory is entitled under Section 9 of the Act in respect of the year were allocated among local governing bodies in the State or Territory on a per capita basis.

This principle sets the minimum grant amount a council must receive in a year. However, it does not entitle all councils to a per capita share of 30 per cent of the base grant if those councils also receive some of the remaining 70 per cent of the base grant.

The current policy of the State Grant Commission is to determine its recommendations by allocating 30 per cent of the base grant to all councils on a per capita basis and allocate the remaining 70 per cent on an assessed 'relative need' basis.

Other commissions adopt a different approach in preparing their recommendations. Several commence by allocating the entire base grant on a relative need basis. For those councils that are classed as minimum grant councils, their grant is increased or decreased, such that the minimum grant National Principle is applied. This approach has been adopted in this paper and is referred to as the direct assessment approach.

For Tasmania for 2023-24, the base grant allocations to the minimum grant councils accounted for around 15 per cent of the base grant. Up to 85 per cent of the base grant could have been allocated on a relative need basis. Currently, however, as a further 15 per cent is allocated on a per capita basis to the other councils, there remains 70 per cent only of the base grant to allocate based on need.

The current approach has the effect of setting the funds available for high need councils at a lower level than they could be. It also results in relatively high grant allocations to those councils with large populations and a relatively low level of need, such as the Burnie and Devonport City Councils.

## Council feedback to Conversation Starter CS23-01 - Allocation of a share of the Base Grant on a per capita basis

In December 2022, the Commission issued a Conversation Starter on removing the per capita allocation of a share of the base grant for all councils.

The Commission received a limited number of written responses to the Conversation Starter. One council considered that the proposal to allocate more funding on a relative need basis has merit because it considered that the costs of providing services to a relatively small population dispersed across a large municipal area are significantly higher than for the councils with larger populations and greater population density.

The verbal feedback received during the 2023 hearings and visits was mixed. Some larger councils consider that they have their own cost pressures, such as those arising from greater socio-economic disadvantages or from being a regional centre. Several councils stated that they would not be opposed to the changes if it resulted in a fairer distribution of funding.

The financial impacts of the proposed changes could take several years before they are fully realised due to the Commission's caps and floors policy<sup>1</sup>. This was viewed as a mitigating factor by some councils which would receive lower grants than under the current approach.

### Impact on the 2023-24 grant recommendations of the direct assessment approach

The Commission has examined how the base grant recommendations for 2023-24 would have been different if it had adopted the direct assessment approach for the most recent three years.

The level of grants to the five minimum grant councils, namely for Hobart, Clarence, Kingborough, Glenorchy and Launceston, would not be affected. Approximately \$7 million of the base grant was allocated to these councils. Up to around \$40.2 million would have been available to allocate according to relative need. However, this is subject to ensuring the minimum grant requirement was achieved for all councils. By contrast, just over \$33 million only was available under the current approach.

### Results

The impact on councils of adopting the direct assessment approach for allocating the minimum grant are presented in Table 1, which shows the difference in recommended grant allocations compared to the Commission's actual recommendations. These estimates do not allow for the impact of the Commission's caps and floors policy.

The base grant recommendations would have increased most for the low population councils with a relatively high level of assessed need. This includes Southern Midlands (up by \$161 092), West Coast up by \$148 867) and Flinders (up by \$136 588).

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<sup>1</sup> The Commission's caps and floors policy is intended to provide stability to councils for any fluctuations in their base grant allocations from year to year. Currently, the cap limits the size of any increases to +17 per cent while the floor limits any decreases to +7 per cent of the previous year's recommendations. These caps and floors have been revised in recent years due to the variable rate of inflation.

The councils with the largest decreases tended to be those with larger populations and a relatively low level of assessed need, including Devonport (down by \$265 486), Brighton (down by \$148 202) and Sorell (down by \$132 293). For 13 councils, including the minimum grant councils, the difference in the grant recommendation would have been less than \$60 000.

#### Additional comments

The results above arise when the per capita allocation of 30 per cent of the base grant to all councils is fully removed in one year. An alternative approach is to phase in the reduction of the share of the base grant allocated to all councils, such as to 20 per cent of the base grant in the first year, 10 per cent in the second year and fully remove the allocation in the third year. This would reduce the year-on-year changes in the base grant recommendations. The Commission's preferred approach if this change were adopted is to fully remove the per capita allocation to all councils in one year and rely on the caps and floors policy to phase in the impacts on grant recommendations.

These calculations have allowed for back casting, namely applying the changed methodology to previous years in determining the recommendations as the Commission uses three-year averages in determining its recommendations for any year. This is the Commission's preferred approach if this change were adopted. This is because for major changes, it is not considered appropriate to use three-year averages when different methodologies are applied for those years.

If back casting were not applied, there would be smaller changes in the recommendations in the first year and it would take three years for the full effects to be realised, subject to the impact of Commission's caps and floors policy.

In practice, even with back casting, it may take several years for the full effects to be realised due to the caps and floors policy.

Table 1: Direct Assessment Approach

Commission Recommendations for 2023-24 under the Direct Assessment Approach and the Current Approach

	Per Capita Grant Component (\$)		Relative Needs Component (\$)		Base Grant Recommendations (\$, prior to caps and collars)		
	Direct Assessment Approach	Current Approach	Direct Assessment Approach	Current Approach	Direct Assessment Approach	Current Approach	Difference
Break O'Day	0	173 698	1 657 059	1 397 295	1 657 059	1 570 993	86 066 Break O'Day
Brighton	0	487 607	1 572 196	1 232 791	1 572 196	1 720 398	- 148 202 Brighton
Burnie	0	507 670	1 944 406	1 552 110	1 944 406	2 059 780	- 115 374 Burnie
Central Coast	0	578 580	3 174 002	2 605 645	3 174 002	3 184 225	- 10 223 Central Coast
Central Highlands	0	64 025	1 269 109	1 090 029	1 269 109	1 154 054	115 055 Central Highlands
Circular Head	0	207 630	1 605 728	1 342 692	1 605 728	1 550 322	55 406 Circular Head
Clarence	1 563 802	1 563 802	0	0	1 563 802	1 563 802	0 Clarence
Derwent Valley	0	278 665	1 633 992	1 346 925	1 633 992	1 625 590	8 402 Derwent Valley
Devonport	0	667 993	1 660 397	1 257 890	1 660 397	1 925 883	- 265 486 Devonport
Dorset	0	173 921	1 704 517	1 438 682	1 704 517	1 612 603	91 914 Dorset
Flinders	0	23 059	1 208 775	1 049 128	1 208 775	1 072 187	136 588 Flinders
George Town	0	180 336	1 487 956	1 247 685	1 487 956	1 428 021	59 935 George Town
Glamorgan-Spring Bay	0	128 645	155 637	98 896	155 637	227 541	- 71 904 Glamorgan-Spring Bay
Glenorchy	1 265 223	1 265 223	0	0	1 265 223	1 265 223	0 Glenorchy
Hobart	1 388 073	1 388 073	0	0	1 388 073	1 388 073	0 Hobart
Huon Valley	0	476 066	2 263 900	1 840 261	2 263 900	2 316 327	- 52 427 Huon Valley
Kentish	0	168 596	1 825 838	1 546 179	1 825 838	1 714 775	111 063 Kentish
King Island	0	41 536	998 240	859 923	998 240	901 459	96 781 King Island
Kingborough	1 014 968	1 014 968	0	0	1 014 968	1 014 968	0 Kingborough
Latrobe	0	320 151	1 304 629	1 047 308	1 304 629	1 367 459	- 62 830 Latrobe
Launceston	1 782 800	1 782 800	0	0	1 782 800	1 782 800	0 Launceston
Meander Valley	0	529 267	2 578 366	2 099 604	2 578 366	2 628 871	- 50 505 Meander Valley
Northern Midlands	0	350 294	1 365 648	1 091 924	1 365 648	1 442 218	- 76 570 Northern Midlands
Sorell	0	431 706	1 383 411	1 083 998	1 383 411	1 515 704	- 132 293 Sorell
Southern Midlands	0	170 676	2 232 764	1 900 996	2 232 764	2 071 672	161 092 Southern Midlands
Tasman	0	66 155	681 678	576 342	681 678	642 497	39 181 Tasman
Waratah-Wynyard	0	363 966	2 078 958	1 711 006	2 078 958	2 074 972	3 986 Waratah-Wynyard
West Coast	0	107 939	1 783 265	1 526 459	1 783 265	1 634 398	148 867 West Coast
West Tamar	0	642 853	2 600 992	2 086 662	2 600 992	2 729 515	- 128 523 West Tamar
<b>State Total</b>	<b>7 044 865</b>	<b>14 155 900</b>	<b>40 171 464</b>	<b>33 030 430</b>	<b>47 186 330</b>	<b>47 186 330</b>	

Ranking - Highest to lowest (\$)

161 092 Southern Midlands  
 148 867 West Coast  
 136 588 Flinders  
 115 055 Central Highlands  
 111 063 Kentish  
 96 781 King Island  
 91 914 Dorset  
 86 066 Break O'Day  
 59 935 George Town  
 55 406 Circular Head  
 39 181 Tasman  
 8 402 Derwent Valley  
 3 986 Waratah-Wynyard  
 0 Glenorchy  
 0 Launceston  
 0 Hobart  
 0 Kingborough  
 0 Clarence  
 - 10 223 Central Coast  
 - 50 505 Meander Valley  
 - 52 427 Huon Valley  
 - 62 830 Latrobe  
 - 71 904 Glamorgan-Spring Bay  
 - 76 570 Northern Midlands  
 - 115 374 Burnie  
 - 128 523 West Tamar  
 - 132 293 Sorell  
 - 148 202 Brighton  
 - 265 486 Devonport

# Setting councils' expenditure requirements based on the Commission's estimate of the service population

## Background

The Commission bases its estimates of councils' total expenditure requirements on the number of residents in each municipality, as estimated by the Australian Bureau of Statistics (ABS).

To estimate each council's expenditure requirement for a particular service, the Commission starts by summing the total of that expenditure type by all councils. An average per capita cost for providing each service is then calculated using the most recent ABS estimate of the State's population.

The Commission then multiplies the average per capita expenditure rate by the number of residents in each municipality, based on the most recent ABS estimate of the resident population. Commissions in other jurisdictions use a similar approach for determining the average per capita cost per resident.

The Commission then applies a set of cost adjustors designed to reflect the cost advantages or disadvantages of each council.

## Allowing for councils' additional expenditure requirements relating to properties not owned and occupied by residents within the municipality

In some municipalities, such as Central Highlands, Tasman and Glamorgan-Spring Bay, the number of dwellings is very large, relative to the resident population. These municipalities are popular locations for holiday homes. The owners of some of these properties may live in these properties for less than half of the year - and therefore not be classed as residents - and they may make the property available to family and friends, or on a commercial basis such as for short stay accommodation.

The relevant council may face similar costs, such as for waste management, planning and community amenities, law, order and public safety and general administration, regardless of whether dwellings are occupied by residents or by other persons.

For example, the administration costs associated with issuing rates notices and managing rates revenue are the same for rates collected from residents as from owners of holiday homes who reside outside the municipality, or who reside in another property in that municipality. Also, if a holiday home is occupied for part of most weeks, the council will likely be incurring the cost of collecting waste from that dwelling for most weeks.

In addition, property owners who reside elsewhere seek approval for alterations to the properties, such as an extension or constructing a deck. The owners must apply to the relevant council, which requires the resources to assess these applications.

It has been pointed out that the Commission's current approach to assessing the budget position of councils includes revenue that councils receive from property, but does not allow for any council expenditure in providing services to the owners and/or occupiers of these properties.

The Commission currently applies an Absentee Population cost adjustor, which is intended to allow for the additional costs that councils incur in providing some services to non-residents in their municipality. The cost categories are: general administration; planning and community amenities; waste management and the environment; and recreation and culture.

The Commission had decided, in establishing the Absentee Population cost adjustor, that the number of dwellings unoccupied on census night provides a reasonable indicator of the additional costs some councils face.

However, the cost adjustor values have not had a significant impact on the assessed expenditure requirements for relevant councils, and therefore on the base grant recommendations. The Commission is not satisfied that the cost adjustor approach necessarily captures the additional costs that councils incur in providing services to non-residents who own and occupy dwellings in their municipality.

This is because the starting level of the expenditure requirement for each council is based on the size of the resident population. This tends to be the most significant factor. The cost adjustors tend to have fairly limited impacts, partly because the base grant of the minimum grant councils cannot decline.

The Commission has examined whether, for councils in Tasmania and Victoria, their expenditure in the main categories in recent years has been more closely linked to the number of dwellings than the ABS estimates of resident population.

Based on regression analysis, it was found that the number of dwellings has been a better predictor of expenditure than the size of the resident population. In particular, for those councils where, on census night, a large number of dwellings were unoccupied, their expenditure tended to be linked more closely to the total number of dwellings than to the size of the resident population.

The Commission is therefore examining whether basing councils' expenditure requirements on the service population, which includes those who own and occupy dwellings but are not residents with respect to that property, provides more accurate estimates than under the current approach.

[Council feedback to Conversation Starter CS23-02 - Adjusting councils assessed expenditure requirements to allow for the service population being greater than the resident population](#)

In February 2023, the Commission issued a Conversation Starter on adjusting councils assessed expenditure requirements to allow for the service population being greater than the resident population.

The Commission received a limited number of written responses to the Conversation Starter. One council considers that several of its cost categories are more closely correlated to the number of rateable properties than the resident population (e.g. waste contracts and rates



collections). It also considers that its infrastructure must meet the demands at peak periods, which includes demand from residents and visitors, and that this also impacts on their maintenance costs. Another council raised concerns over the cost pressures associated with high numbers of itinerate workers.

The verbal feedback received during the 2023 hearings and visits was that council expenditure is likely to be more closely linked to the number of rateable properties than the resident population. On this basis, there was support for further investigation of the use of a service-based population to estimate expenditure requirements.

### Estimating council expenditure requirements based on the service population

The Commission has since examined how the 2023-24 base grant recommendations would have been different if it had based its council expenditure estimates on a measure of the service population instead of the resident population. Under this scenario, the current policy regarding the allocation of the 30 per cent of the base grant on a per capita basis is maintained.

For each municipality, the service population has been calculated by adding a population loading for persons who are not residents in the dwelling they occupy.

The key data are, for each municipality, the number of dwellings, the average number of residents in each dwelling and the resident population, all as estimated by the ABS. If the number of dwellings is greater than would be needed to accommodate the resident population, these additional dwellings are taken to be occupied by non-residents. The service population is estimated by including residents and non-residents.

The Absentee Population Cost Adjustor has been removed as its effect is being captured through the service population.

The non-resident population may occupy the relevant dwelling for part of the year only. They may not demand services at the same level as residents and may not require some services. For this paper, it is assumed that, for all the core expenditure categories, the costs of providing services to non-residents are one half of the costs of providing these services to residents. The Commission is interested to hear from councils whether this assumption is reasonable for some, or all, of the eight expenditure categories used by the Commission<sup>2</sup>.

Further details on how the service population has been calculated and the impacts on estimated expenditure requirements are provided in the Appendix.

### Results

The impact on councils of adopting the service population model are presented in Table 2 below.

The base grant recommendations would have increased most for those councils with a proportionately large number of holiday properties. These include Glamorgan-Spring Bay (up by \$454 419), Central Highlands (up by \$332 500) and Tasman (up by \$289 617).

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<sup>2</sup> The eight expenditure categories include: general administration; health, housing and welfare; law, order and public safety; planning and community amenities; recreation and culture; roads; waste management and the environment; and other.

The councils with the largest decreases are those councils with larger populations, excluding the minimum grant councils, with a relatively small share of dwellings that are estimated to be not occupied by residents. These include West Tamar (down by \$192 895), Huon Valley (down by \$182 727) and Latrobe (down by \$170 674).

The five councils currently assessed as minimum grant councils remain classed as minimum grant councils. The grant recommendations for these councils are therefore unchanged.

Again, these calculations have allowed for back casting, which is the Commission's preferred approach. If back casting had not been applied, there would be smaller changes in the recommendations in the first year and it would take three years for the full effects of basing costs on the estimated service population to be realised, subject to the impact of Commission's caps and floors policy.

As in the earlier discussion, even with back casting, it may take several years for the full effects to be realised due to the caps and floors policy.

Table 2: Service Population Approach

**Commission Recommendations for 2023-24 under the Service Population Approach and the Current (Resident Population) Approach**

	Per Capita Grant Component (\$)		Relative Needs Component (\$)		Base Grant Recommendations (\$, prior to caps and collars)		
	Current Approach	Service Population Approach	Current Approach	Service Population Approach	Current Approach	Service Population Approach	Difference
Break O'Day	173 698	1 495 878	1 397 295	1 669 576	1 570 993	98 583	Break O'Day
Brighton	487 607	1 159 036	1 232 791	1 646 643	1 720 398	- 73 755	Brighton
Burnie	507 670	1 491 269	1 552 110	1 998 939	2 059 780	- 60 841	Burnie
Central Coast	578 580	2 495 071	2 605 645	3 073 651	3 184 225	- 110 574	Central Coast
Central Highlands	64 025	1 422 529	1 090 029	1 486 554	1 154 054	332 500	Central Highlands
Circular Head	207 630	1 326 719	1 342 692	1 534 349	1 550 322	- 15 973	Circular Head
Clarence	1 563 802	0	0	1 563 802	1 563 802	0	Clarence
Derwent Valley	278 665	1 322 545	1 346 925	1 601 210	1 625 590	- 24 380	Derwent Valley
Devonport	667 993	1 212 505	1 257 890	1 880 498	1 925 883	- 45 385	Devonport
Dorset	173 921	1 436 185	1 438 682	1 610 106	1 612 603	- 2 497	Dorset
Flinders	23 059	1 096 220	1 049 128	1 119 279	1 072 187	47 092	Flinders
George Town	180 336	1 193 419	1 247 685	1 373 755	1 428 021	- 54 266	George Town
Glamorgan-Spring Bay	128 645	553 315	98 896	681 960	227 541	454 419	Glamorgan-Spring Bay
Glenorchy	1 265 223	0	0	1 265 223	1 265 223	0	Glenorchy
Hobart	1 388 073	0	0	1 388 073	1 388 073	0	Hobart
Huon Valley	476 066	1 657 534	1 840 261	2 133 600	2 316 327	- 182 727	Huon Valley
Kentish	168 596	1 468 278	1 546 179	1 636 874	1 714 775	- 77 901	Kentish
King Island	41 536	846 583	859 923	888 119	901 459	- 13 340	King Island
Kingborough	1 014 968	0	0	1 014 968	1 014 968	0	Kingborough
Latrobe	320 151	876 634	1 047 308	1 196 785	1 367 459	- 170 674	Latrobe
Launceston	1 782 800	0	0	1 782 800	1 782 800	0	Launceston
Meander Valley	529 267	2 028 965	2 099 604	2 558 232	2 628 871	- 70 639	Meander Valley
Northern Midlands	350 294	1 009 867	1 091 924	1 360 161	1 442 218	- 82 057	Northern Midlands
Sorell	431 706	968 881	1 083 998	1 400 587	1 515 704	- 115 117	Sorell
Southern Midlands	170 676	1 845 823	1 900 996	2 016 499	2 071 672	- 55 173	Southern Midlands
Tasman	66 155	865 959	576 342	932 114	642 497	289 617	Tasman
Waratah-Wynyard	363 966	1 660 669	1 711 006	2 024 635	2 074 972	- 50 337	Waratah-Wynyard
West Coast	107 939	1 702 779	1 526 459	1 810 718	1 634 398	176 320	West Coast
West Tamar	642 853	1 893 767	2 086 662	2 536 620	2 729 515	- 192 895	West Tamar
<b>State Total</b>	<b>14 155 900</b>	<b>33 030 430</b>	<b>33 030 430</b>	<b>47 186 330</b>	<b>47 186 330</b>		

Ranking - Highest to lowest (\$)  
 454 419 Glamorgan-Spring Bay  
 332 500 Central Highlands  
 289 617 Tasman  
 176 320 West Coast  
 98 583 Break O'Day  
 47 092 Flinders  
 0 Clarence  
 0 Glenorchy  
 0 Hobart  
 0 Kingborough  
 0 Launceston  
 - 2 497 Dorset  
 - 13 340 King Island  
 - 15 973 Circular Head  
 - 24 380 Derwent Valley  
 - 45 385 Devonport  
 - 50 337 Waratah-Wynyard  
 - 54 266 George Town  
 - 55 173 Southern Midlands  
 - 60 841 Burnie  
 - 70 639 Meander Valley  
 - 73 755 Brighton  
 - 77 901 Kentish  
 - 82 057 Northern Midlands  
 - 110 574 Central Coast  
 - 115 117 Sorell  
 - 170 674 Latrobe  
 - 182 727 Huon Valley  
 - 192 895 West Tamar

## Applying both methodology changes

The Commission has examined the impact on the 2023-24 recommendations of applying both changes to its methodology for determining its base grant recommendations.

The combined effect of these changes is to amplify the impacts of basing councils' expenditure requirements on estimates of the service population as an additional \$7.1 million in funding becomes available under the direct assessment approach to distribute to councils with the greater relative need.

Again, the base grant recommendations would have increased most for those councils with a proportionately large number of holiday properties. These include Central Highlands (up by \$472 046) Glamorgan-Spring Bay (up by \$458 816), and Tasman (up by \$362 207).

The councils with the largest decreases are those councils with larger populations, excluding the minimum grant councils, with a relatively small share of dwellings that are estimated to be not occupied by residents. These include West Tamar (down by \$325 695), Devonport (down by \$271 386) and Huon Valley (down by \$250 019).

The base grant recommendations for the councils of Hobart, Clarence, Kingborough, Glenorchy and Launceston, would not be affected.

The results for all councils are presented in Table 3 below.

Again, it would take several years for the full effects to be realised due to the caps and floors policy.

Table 3: Direct Assessment and Service Population Approach

Commission Recommendations for 2023-24 under the combined Direct Assessment (DA) /Service Population (SA) Approaches and the Current Approach

	Per Capita Grant Component (\$)		Relative Needs Component (\$)		Base Grant Recommendations (\$, prior to caps and collars)		Difference	Ranking - Highest to lowest (\$)
	DA and SP Approaches	Current Approach	DA and SP Approaches	Current Approach	DA and SP Approaches	Current Approach		
Break O'Day	0	173 698	1 755 797	1 397 295	1 755 797	1 570 993	184 804	Break O'Day
Brighton	0	487 607	1 507 810	1 232 791	1 507 810	1 720 398	- 212 588	Brighton
Burnie	0	507 670	1 896 241	1 552 110	1 896 241	2 059 780	- 163 539	Burnie
Central Coast	0	578 580	3 048 677	2 605 645	3 048 677	3 184 225	- 135 548	Central Coast
Central Highlands	0	64 025	1 626 100	1 090 029	1 626 100	1 154 054	472 046	Central Highlands
Circular Head	0	207 630	1 580 579	1 342 692	1 580 579	1 550 322	30 257	Circular Head
Clarence	1 563 802	1 563 802	0	0	1 563 802	1 563 802	0	Clarence
Derwent Valley	0	278 665	1 602 854	1 346 925	1 602 854	1 625 590	- 22 736	Derwent Valley
Devonport	0	667 993	1 654 497	1 257 890	1 654 497	1 925 883	- 271 386	Devonport
Dorset	0	173 921	1 688 014	1 438 682	1 688 014	1 612 603	75 411	Dorset
Flinders	0	23 059	1 238 965	1 049 128	1 238 965	1 072 187	166 778	Flinders
George Town	0	180 336	1 417 995	1 247 685	1 417 995	1 428 021	- 10 026	George Town
Glamorgan-Spring Bay	0	128 645	686 357	98 896	686 357	227 541	458 816	Glamorgan-Spring Bay
Glenorchy	1 265 223	1 265 223	0	0	1 265 223	1 265 223	0	Glenorchy
Hobart	1 388 073	1 388 073	0	0	1 388 073	1 388 073	0	Hobart
Huon Valley	0	476 066	2 066 308	1 840 261	2 066 308	2 316 327	- 250 019	Huon Valley
Kentish	0	168 596	1 717 463	1 546 179	1 717 463	1 714 775	2 688	Kentish
King Island	0	41 536	966 281	859 923	966 281	901 459	64 822	King Island
Kingborough	1 014 968	1 014 968	0	0	1 014 968	1 014 968	0	Kingborough
Latrobe	0	320 151	1 120 875	1 047 308	1 120 875	1 367 459	- 246 584	Latrobe
Launceston	1 782 800	1 782 800	0	0	1 782 800	1 782 800	0	Launceston
Meander Valley	0	529 267	2 504 651	2 089 604	2 504 651	2 628 871	- 124 220	Meander Valley
Northern Midlands	0	350 294	1 287 751	1 091 924	1 287 751	1 442 218	- 154 467	Northern Midlands
Sorell	0	431 706	1 274 821	1 083 998	1 274 821	1 515 704	- 240 883	Sorell
Southern Midlands	0	170 676	2 141 122	1 900 996	2 141 122	2 071 672	69 450	Southern Midlands
Tasman	0	66 155	1 004 704	576 342	1 004 704	642 497	362 207	Tasman
Waratah-Wynyard	0	363 966	2 021 585	1 711 006	2 021 585	2 074 972	- 53 387	Waratah-Wynyard
West Coast	0	107 939	1 958 197	1 526 459	1 958 197	1 634 398	323 799	West Coast
West Tamar	0	642 853	2 403 820	2 086 662	2 403 820	2 729 515	- 325 695	West Tamar
<b>State Total</b>	<b>7 044 865</b>	<b>14 155 900</b>	<b>40 171 464</b>	<b>33 030 430</b>	<b>47 186 330</b>	<b>47 186 330</b>		

## Preliminary Decision

In reaching a preliminary decision the Commission is guided by the horizontal equalisation National Principle, which is considered to be the most important or primary principle, as set out below.

### Horizontal Fiscal Equalisation

General-purpose grants will be allocated to local government bodies, as far as practicable, on a full horizontal equalisation basis as defined by the Act [the Commonwealth's *Local Government (Financial Assistance) Act 1995*]. This ensures that, each local governing body in the State or Territory is able to function, by reasonable effort, at a standard not lower than the average standard of other local governing bodies in the State or Territory. It takes account of differences in the expenditure required by those local government bodies in the performance of their functions and in the capacity of those local governing bodies to raise revenue.

The Commission considers that the current approach regarding the allocation of 30 per cent of the minimum grant to all councils effectively ensures some more populous councils receive some grant revenue solely by virtue of their population size, and not to satisfy the horizontal fiscal equalisation principle. The proposed alternative approach enables almost 15 per cent more of the base grant to be allocated according to relative need, namely to better satisfy this principle.

The Commission also considers that the current approach of not including, in councils' expenditure requirements, those costs councils incur in providing services to non-residents does not result in reasonable expenditure estimates for some councils. It therefore does not fully meet the requirements of the horizontal fiscal equalisation principle.

The Commission's preliminary decision is to apply both changes, as described above, in preparing base grant recommendations.

In summary, the Commission intends to update its methodology for preparing base grant recommendations by:

- introducing the direct assessment approach for the allocation of the per capita minimum grant; and
- calculating councils' expenditure requirements based on estimates of the service population.

The Commission seeks councils' views on the proposed changes and their reasons to support those views. Specifically, the Commission would appreciate written response to the following questions:

## Questions to councils

1. Does your council consider that the direct assessment approach is equitable and better satisfies the relevant national principles?
2. Does your council consider that the direct assessment approach, if adopted, should be implemented in full in one year, or phased in over two or three years?
3. Does your council consider that basing expenditure requirements on estimates of the service population is reasonable and better satisfies the relevant national principles?
4. Does your council have any comments on the Commission's proposed approach to estimating the service population?
5. Does your council agree with the Commission's proposed approach of setting the costs of providing services to non-residents at one half of the costs of providing services to residents, for all expenditure categories? If not, what alternative approach would you suggest?
6. What are your council's views on the Commission's Preliminary Decision?
7. Does your council have any other comments, including in relation to any matters that your council considers have not been adequately covered?

## Submissions due date

The Commission is seeking written response to the questions by 15 December 2023, which can be sent to the Commission via email at [SGC@treasury.tas.gov.au](mailto:SGC@treasury.tas.gov.au)

The Commission will make a final decision following feedback from councils.

## Appendix: Calculation of the Service Population and expenditure requirements

To estimate the service population ABS data are needed on the estimated residential population (ERP) for each municipality, which is provided annually by the ABS.

Data are also needed on the number of dwellings and the average number of persons usually resident in a private dwelling. The average number of persons per dwelling for Tasmania is also required. These estimates are only provided once every five years, following the census.

If the number of dwellings is greater than would be needed to accommodate the resident population, based on the average household size, these additional dwellings are taken to be occupied by non-residents. The service population is estimated by including residents and non-residents. For the dwellings not occupied by residents, it is assumed that the number of persons occupying the property is the State average (most recently 2.4 persons).

This is best explained by stylised examples.

### Example 1

An urban municipality (A) has 50 000 residents, an average of 2.5 persons per dwelling and 20 000 dwellings. All dwellings are taken to be occupied by residents. The service population is therefore estimated to be 50 000, equal to the resident population.

### Example 2

An east coast municipality (B) has 5 000 residents, an average of 2.5 persons per dwelling and 3 500 dwellings. The number of dwellings taken to be occupied by residents is 2 000. The remaining 1 500 dwellings are taken to be occupied by non-residents.

As the State-wide average number of persons per dwelling is 2.4, the number of non-residents is estimated at 3 600. The service population is calculated to be 8 600.

For the intercensal years, ERP data are available, but data are not available on the number of dwellings or the average number of persons per dwelling.

To allow for this, for years after census year, the Commission would use the most recent population data and adjust the number of dwellings in each municipality annually based on the change in the population. The Commission would also use the most recent data on the average number of persons per dwelling, per municipality and state-wide, until they are updated after the following census.

In some cases, such as Clarence City Council in the example in this paper, the number of dwellings can be less than would be expected to accommodate the resident population. This may be due to a significant number of persons in aged care facilities, which tend to be located in large urban councils. In these cases, the number of dwellings not occupied by residents is



assumed to be zero and service population is taken to be equal to the resident population. As Clarence City Council and the larger urban councils, are minimum grant councils, this has no impact on the base grant recommendations for these councils, and a negligible impact on the recommendations for other councils.

To estimate each council's expenditure requirements, the calculations have assumed that, for all the cost categories, the costs of providing services to non-residents are one half of the costs provided to residents. The expenditure requirements are then calculated based on these two different average costs, for all cost categories.

This is best explained by expanding on Examples 1 and 2 above.

Suppose the only two councils in Tasmania are A and B, and these are as described in Examples 1 and 2. If the total annual cost of general administration for councils A and B is reported to be \$11 million, under the Commission's current approach, with a state-wide resident population of 55 000, the average cost is \$200 per resident, which would be allocated as \$10 million for Council A and \$1 million for Council B.

Under the alternative approach, the cost of \$11 million would be allocated among a state-wide service population of 58 600, or 55 000 residents and 3 600 non-residents. As more persons are assessed as receiving services, the service costs per person are lower, at around \$194 per resident and \$97 for non-residents. The total reported cost of \$11 million would now be allocated as around \$9.7 million for Council A and \$1.3 million for Council B<sup>3</sup>.

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<sup>3</sup> The cost of general administration per resident (A) is calculated from:  $(55\,000 * A) + (3\,600 * A/2) = \$11\text{ million}$ .

Appendix 1 - Service Population Data Sheet

Reference	A	B	C	D	E	F	G	H
	ABS Estimated Resident Population (ERP)	All private dwellings	Average number of people per household	Estimate of dwellings occupied by residents (A / C)	Dwellings not occupied by residents (B - D)	Average number of people per household - State average	Non resident service population - (E x F)	Total service population (A + G)
	30/06/2021	ABS 2021 Census	ABS 2021 Census	Calculation	Calculation	ABS 2021 Census	Calculation	Calculation
Break O Day	6 936	4 829	2.0	3 468	1 361	2.4	3 266	10 202
Brighton	19 263	7 532	2.6	7 409	123	2.4	296	19 559
Burnie	20 441	9 236	2.3	8 887	349	2.4	837	21 278
Central Coast	23 278	10 404	2.3	10 121	283	2.4	680	23 958
Central Highlands	2 580	2 738	2.1	1 229	1 509	2.4	3 623	6 203
Circular Head	8 335	4 037	2.4	3 473	564	2.4	1 354	9 689
Clarence	62 396	25 855	2.4	25 998	0	2.4	0	62 396
Derwent Valley	11 114	4 729	2.5	4 446	283	2.4	680	11 794
Devonport	26 922	12 047	2.3	11 705	342	2.4	820	27 742
Dorset	6 991	3 935	2.2	3 178	757	2.4	1 817	8 808
Flinders	938	683	2.0	469	214	2.4	514	1 452
George Town	7 213	3 674	2.2	3 279	395	2.4	949	8 162
Glamorgan-Spring Bay	5 118	4 722	2.1	2 437	2 285	2.4	5 484	10 602
Glenorchy	51 233	21 856	2.4	21 347	509	2.4	1 221	52 454
Hobart	56 084	24 748	2.3	24 384	364	2.4	873	56 957
Huon Valley	18 809	8 740	2.4	7 837	903	2.4	2 167	20 976
Kentish	6 778	2 893	2.4	2 824	69	2.4	165	6 943
King Island	1 654	888	2.1	788	100	2.4	241	1 895
Kingborough	40 815	17 277	2.5	16 326	951	2.4	2 282	43 097
Latrobe	12 705	5 798	2.3	5 524	274	2.4	658	13 363
Launceston	71 906	31 274	2.3	31 263	11	2.4	25	71 931
Meander Valley	21 153	9 259	2.4	8 814	445	2.4	1 069	22 222
Northern Midlands	14 030	6 424	2.3	6 100	324	2.4	778	14 808
Sorell	16 975	8 129	2.4	7 073	1 056	2.4	2 535	19 510
Southern Midlands	6 838	2 976	2.5	2 735	241	2.4	578	7 416
Tasman	2 643	2 635	2.0	1 322	1 314	2.4	3 152	5 795
Waratah-Wynyard	14 641	6 895	2.3	6 366	529	2.4	1 270	15 911
West Coast	4 373	3 105	2.0	2 187	919	2.4	2 204	6 577
West Tamar	25 747	11 292	2.4	10 728	564	2.4	1 354	27 101
<b>State Total</b>	<b>567 909</b>						<b>40 891</b>	<b>608 800</b>

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