



COUNCIL AGENDA

20 SEPTEMBER 2022

COUNCIL CHAMBERS

COMMUNITY ADMINISTRATION CENTRE (CAC)

NOTICE OF MEETING

Notice is hereby given that the next meeting of the Sorell Council will be held at the Community Administration Centre (CAC), 47 Cole Street, Sorell on Tuesday, 20 September 2022 commencing at 6.00 pm.

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

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

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

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

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

ROBERT HIGGINS
GENERAL MANAGER
15 SEPTEMBER 2022



AGENDA

FOR THE COUNCIL MEETING TO BE HELD AT THE
COMMUNITY ADMINISTRATION CENTRE (CAC), 47 COLE STREET, SORELL ON
20 SEPTEMBER 2022

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1.0 ATTENDANCE

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Mayor K Vincent
Deputy Mayor N Reynolds
Councillor K Degrassi
Councillor V Gala
Councillor G Jackson
Councillor C Torenus
Councillor M Reed
Councillor B Nichols

2.0 APOLOGIES

3.0 DECLARATIONS OF PECUNIARY INTEREST

4.0 CONFIRMATION OF THE MINUTES OF 16 AUGUST 2022

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RECOMMENDATION

“That the Minutes of the Council Meeting held on the 16th August 2022 be confirmed.”

5.0 MAYOR’S REPORT

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RECOMMENDATION

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

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

- Attended Council, DASC and Workshop meetings as required.
- Weekly meeting with the General Manager.
- Meet with Senior staff when required.
- Attended Mens Breakfast.
- Participated in Jobs Hub Chairs meeting.
- Spoke at the School for Seniors gathering.
- Met with Premier’s Deputy Chief of Staff x2.
- Met with School Principal and Andrew Hyatt re: TTC Co-operation
- Received a visit from Eileen Brooker re: Art on display at Council Offices.
- Met with residents of Nash Street and Main Road re: water issues.



- Spoke with Julie Collins re: Jobs Hub.
- Attended the Primrose Sands community conversation.
- Conducted a tour of the Municipality with the Sorell Principal.
- Visited the Men's Shed to answer general questions.
- Attended the Sorell Business Association re: CCTV security.
- Andrew Hyatt and I met with Master Builders Association Matt Pollock re: Apprenticeships.
- Had discussions with Brain Mitchell re: the Jobs Hub funding.
- Met with netball re: new state licence.
- Attended Sorell Football Club special meeting.
- Media ABC and 7 network x2.
- Attended Mayor development day.
- Attended LGAT general meeting in Launceston.
- Spoke at SAG meeting.
- Attended BEST Board and AGM meetings.
- Conducted SERDA AGM.
- Met with Sorell School re: Rotary and other community programmes.

6.0 SUPPLEMENTARY ITEMS

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RECOMMENDATION

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

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

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



7.0 COUNCIL WORKSHOPS REPORT

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The following Council Workshop was held:

Date	Purpose	Councillor Attendance	Councillor Apologies
6 th Sep 2022	<ul style="list-style-type: none">• Pembroke Park Function Centre project• LG election candidate information Q&A session• Organisation structure changes• Blue Lagoon SW project• Review of organisation position on community requests to install commemorative plaques, etc• Sorell Rivulet SW management option• Dunalley marina update – security bond	<ul style="list-style-type: none">• Vincent, Reynolds, Reed, Jackson, Torenus, Nichols, Gala	<ul style="list-style-type: none">• DeGrassi



8.0 DEPARTMENTAL REPORTS

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RECOMMENDATION

“That the Departmental reports as listed be received.”

8.1 GOVERNANCE – ROBERT HIGGINS, GENERAL MANAGER

- Attended STCA meeting – 22nd August.
- Attended meeting with MRT, Shark Point Rd land owners and staff re: land instability – 25th August.
- Attended Primrose Sands Community Conversation – 25th August.
- Met with HCC CEO to discuss STRLUS review – 26th August.
- Sorell Audit Panel meeting – 31st August.
- Met with landscape design consultancy firms to discuss Primrose Sands design scope – 6th September.
- Attended STRLUS review meeting with working group (DVC, Brighton and Sorell) and potential consultants – 8th September.
- Met with Cricket Tas Stakeholder and Infrastructure Manager – 15th September.
- Attended Sorell Football Club special general meeting – 15th September
- Attended SE MTB project team meeting to discuss BBRF funded Strategy development with GHD, proponents and BEST Business Advisor – 16th September.
- Staff meetings, SMT meetings, workshops and DASC meetings.

8.2 ENGINEERING & REGULATORY SERVICES – RUSSELL FOX, MANAGER

With the continuation of regular rainfall events on already saturated ground the engineering and depot teams are dealing with an increasing number of stormwater related issues. Those developments on the urban fringe which were approved prior to the Stormwater Management Plan being developed are now revealing a number of legacy issues. Some of the stormwater systems outlets discharged partially on undeveloped private land or into roadside drains that are now exacerbating existing localised flooding areas. A number of affected property owners are now asking Council when are they going to install works to rectify these issues.

Work on the replacement Shark Point Road bridge continues with the road due to be re-opened in September. The stormwater rectification works on Crown land opposite Lateena Street in Dodges Ferry are almost complete with the only outstanding items being fences and site restoration.



Meetings attended include:

- Primrose Sands community conversation.
- Meeting with Mineral Resources, General Manager, Manager Regulatory Services and residents about a section of Shark Point Road that is landslip prone.
- Regular Senior Advisory Group meeting.

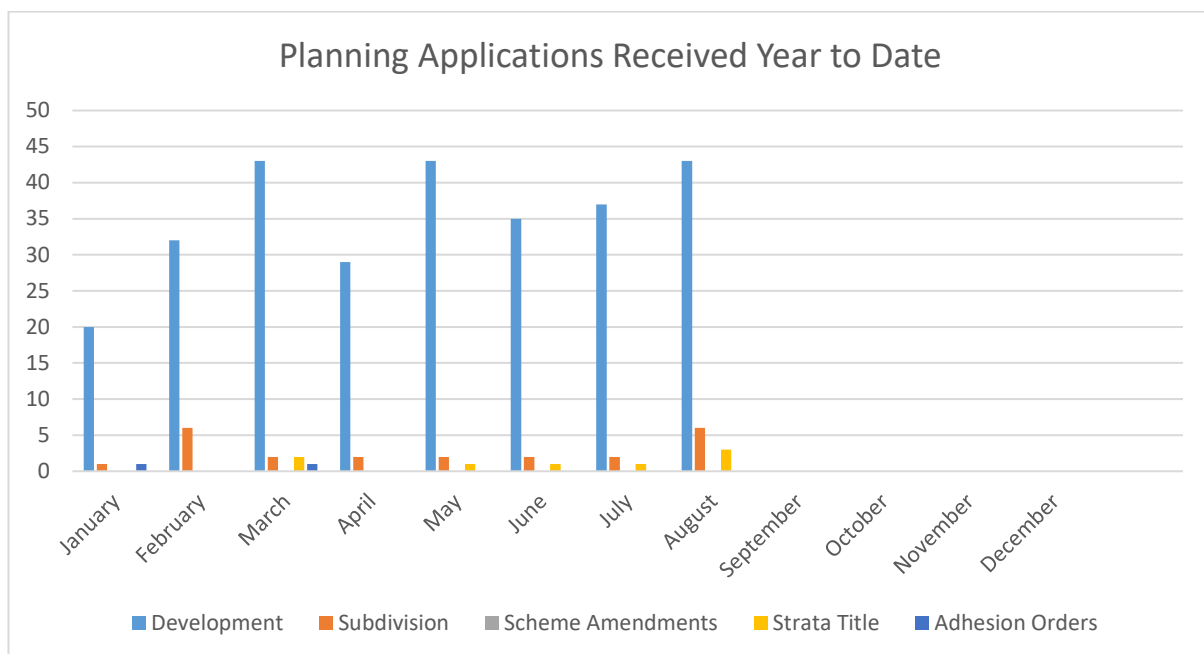
Shayla Nowakowski / Emma Smith

During the month of August 2022, the following requests to waive fees were considered.

Project:	Name & Address:	Fees Waived:
Planning:	5.2022.246.1 – 32 Hoffman Street, Midway Point - Addition to community building (two awnings)	\$127.50
	5.2021.44.2 270 & 274 Shark Point Road, Penna – Minor Amendment Drainage	\$409.00
	5.2022.231.1 2 Tiger head Road, Dodges Ferry - Public Art (Mural)	\$127.50
Building/Plumbing:	Nil	

PLANNING – Shayla Nowakowski

Analysis of planning applications received year to date including August 2022.



DELEGATED AUTHORITY – Jenny Richmond

During the month of August 2022, a total of 36 Planning Approvals/Permits/Exemptions have been issued including:

2	Applications approved as Permitted Development; issued under delegated authority
0	Application presented as Permitted Development for Council consideration at DASC Meeting held on 19 July 2022.
4	Application received which complied with Section 56 Minor Amendment, issued under delegated authority
5	Applications received which complied with requirements for No Permit Required (exempt from requiring a Planning Permit)
0	Applications with the requirements for General Exemptions/Not applicable
25	Applications approved as Discretionary Developments; issued under delegated authority
0	Applications presented as Discretionary Developments for Council consideration at DASC Meeting.

The following is a summary of approvals/permits issued for August 2022.

Description	Application Type	Address	Value
Partial Demolition & Additions to Dwelling	Discretionary	1 Reninna Street, Dodges Ferry	\$20,000.00
Outbuilding	Discretionary	488 Carlton River Road, Carlton River	\$10,000.00
Garage (As Constructed)	Discretionary	87-89 Linden Road, Primrose Sands	\$0.00
Outbuilding	Discretionary	58 Burnt Hill Road, Bream Creek	\$20,000.00
Section 56 Minor Amendment - (changes to Floor Plan & Windows)	Permitted	83 Carlton Beach Road, Dodges Ferry	\$0.00
Dwelling (CT182209/7)	Discretionary	28 Goodford Lane, Orierton	\$479,450.00
Residential Outbuilding (Garage)	Discretionary	18 Pargonee Street, Dodges Ferry	\$25,000.00
Home Based Business (Cat minding)	No Permit Required	51 Horizon Drive, Sorell	\$0.00
Additions & Alterations	Discretionary	91 Crawlers Gully Road, Nugent	\$130,000.00
Multiple Dwellings x 5	Discretionary	Lots 12 & 13 Parkside Place, Sorell (CT182322/12 & CT182322/13)	\$1,250,000.00
Shed	Discretionary	12 Linden Road, Primrose Sands	\$15,000.00
Residential - Dwelling & Outbuilding	Discretionary	29 Elise Drive, Dodges Ferry	\$350,000.00

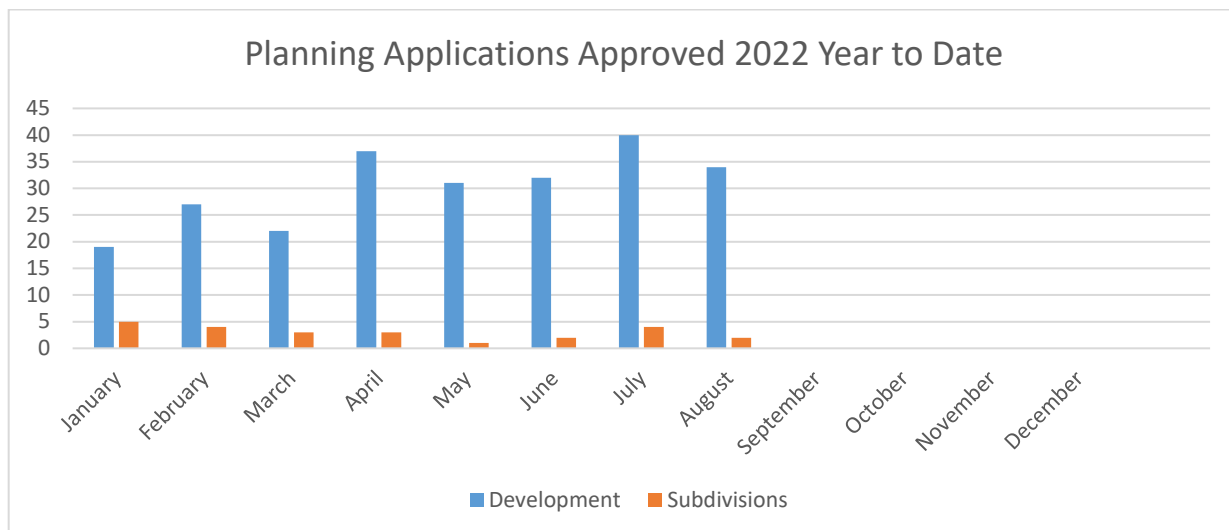


Residential - Outbuilding (Carport)	Discretionary	49 Shark Point Road, Sorell	\$10,000.00
Additions & Alterations to Existing Dwelling	Discretionary	178 Bally Park Road, Dodges Ferry	\$500,000.00
Agricultural Shed	Discretionary	369 Penna Road, Penna	\$60,000.00
Change of Use to General Retail & Hire & associated Signage	Permitted	9 Gordon Street, Sorell	\$500.00
Visitor Accommodation	Discretionary	20 Clearys Lane, Bream Creek	\$40,000.00
Dwelling	Discretionary	540 Primrose Sands Road, Primrose Sands	\$400,000.00
Dwelling	Discretionary	58 Erle Street, Carlton River	\$326,000.00
Laundrette, Cafe & Restaurant	Discretionary	11 Dubs & Co Drive, Sorell	\$1,200,000.00
Residential - Outbuilding (Storage Shed)	Discretionary	20 Wolstenholme Drive, Sorell	\$7,000.00
Residential - Dwelling	Discretionary	1 Origin Place, Midway Point	\$320,000.00
Carport	Discretionary	2 Dunalley Esplanade, Dunalley	\$8,000.00
Public Art (Mural)	No Permit Required	2 Tiger Head Road, Dodges Ferry	\$13,620.00
Minor Amendment Section 56 - Relocation of Ancillary Dwelling	Minor Amendments	31 Goodford Lane, Orielson	\$0.00
Outbuilding	Discretionary	621 Shark Point Road, Penna	\$23,000.00
Dwelling (CT181842/1)	Discretionary	Lot 1, Part of 214 Greens Rd (CT181842/1)	\$590,000.00
Residential - Change of Use of existing outbuilding to Ancillary Dwelling & Alterations/Additions to Dwelling	No Permit Required	50 Raynors Road, Midway Point	\$20,000.00
Residential - Change of use (Part of existing outbuilding to Ancillary Dwelling)	No Permit Required	8 Lagoon Road, Carlton	\$20,000.00
Residential - Dwelling	No Permit Required	7 Fairmont Lane, Sorell	\$242,470.00
Residential - Dwelling	Discretionary	10 Pitt Street, Dodges Ferry	\$400,000.00
Residential - Dwelling	Discretionary	6 Kookaburra Street, Primrose Sands	\$302,000.00
Multiple Dwellings x 2	Discretionary	2 Lagoon View Court, Midway Point	\$800,000.00
Change of Use - Retail to Office Space (Business & Professional Services) incl internal fit-out	Permitted	32-34 Cole Street, Sorell	\$50,000.00
Minor Amendment Section 56 - Changes to Access	Discretionary	2057 Arthur Highway, Copping	\$0.00
Minor Amendment - Drain Alignment	Discretionary	12 Branders Road, Orielson	\$0.00
			\$7,632,040.00



Analysis of planning permits issued year to date including August 2022 – Shayla Nowakowski

Planning Applications approved year to date including August 2022.



DEVELOPMENT ASSESSMENT SPECIAL COMMITTEE – Shane Wells, Senior Planner

Council's Development Assessment Special Committee (DASC) did not meet during August.

APPEALS – Shane Wells, Senior Planner

An appeal against the granting of a planning permit for a laundrette, café and restaurant at 11 Dubs and Co Drive, Sorell has been resolved through mediation. A revised permit has been issued with reduced hours for live music. Some costs were incurred for legal advice.

The appeal against the granting of a minor amendment at 394 Arthur Highway (Iron Creek Farm Stay) may now be resolved through mediation with a number of matters being negotiated by the parties.

The appeal against the granting of a minor amendment 8 Simmons Lane, Primrose Sands is now withdrawn. Costs incurred by Council relate to staff time.

STRATEGIC PLANNING – Caroline Lindus / Shane Wells, Senior Planner

A rezoning on the Tasman Highway at Midway Point associated with a future park and ride facility has been submitted to Council with further information requested of the applicant. Council has supported the rezoning through the LPS process, by



way of a representation. This representation has been endorsed through a Council workshop on 10 August 2021.

A decision on the Local Provisions Schedule (LPS) has not yet been received. The expected mid-August 2022 timeframe has passed and there is now some uncertainty as to when a decision will be made. It is understood that the assessment of the LPS is largely complete but a decision has not been made as the delegates are attending hearings in other parts of the State.

When a decision is eventually received on the LPS, that decision will consist of a series of changes that are to be made to the maps and/or text. Within seven days of the decision, the Tasmanian Planning Scheme – Sorell will take effect for all new applications, notwithstanding the fact that the necessary changes will not yet been made and there is no actual new scheme publicly available on LISTmap or Iplan.

The decision may also include directions to initiate amendments to the Tasmanian Planning Scheme – Sorell to address any substantial changes that the TPC consider should be made but cannot without re-exhibition and further consultation.

All valid applications lodged under the interim scheme will be assessed against the interim scheme.

REMPAN have been engaged as the consultants for the Outer Hobart Residential Supply and Demand Study which is largely funded by the State Planning Office. This project will review residential supply and demand for settlements that are within commuter distance of the MetroPlan Councils. The project is scheduled for completion in Q2, 2023.

On 8 September, the State Planning Office (formally the Planning Policy Unit) conducted a workshop with southern strategic planners at the Sorell CAC. The workshop looked at options for a future regional planning framework including the structure and development of regional land use strategies and guidelines for structure planning.

The State Planning Office also provided an update on the Tasmanian Planning Policies. It is understood that consultation with Council's will commence shortly (overlapping with LG elections) with broader public consultation in early 2023.

The State Planning Provisions are now five years old and due for the required five-year review. Council staff provided a submission to the State Planning Office on their paper seeking to scope the focus of this review. The submission emphasised the need for any changes to be policy led and to prioritise several areas of concern identified by local government and the Tasmanian Planning Commission when the provisions were first approved. The submission also highlighted the



issues with the Agriculture Zone and Rural Zone that were raised by the community during consultation on the LPS.

Sorell, Derwent Valley and Brighton Council are also developing a proposed work plan to update the regional land use strategy and to utilise available State Planning Office funding.

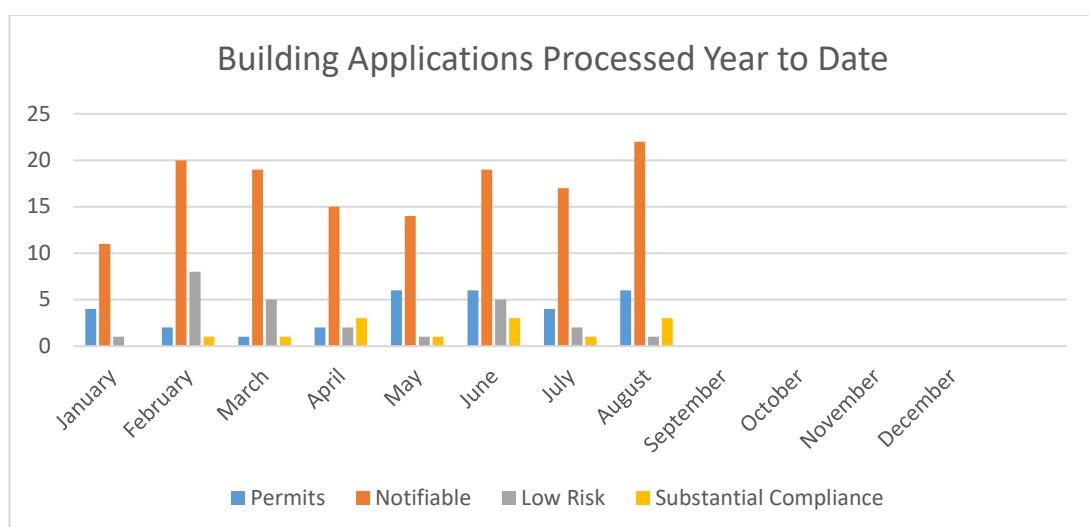
NATURAL RESOURCE MANAGEMENT – Dibas Panta

Following key activities were conducted:

- Community consultation of draft reserve management plans for Casuarina Reserve, Samuel Thorne Reserve, Parnella Reserve and Blue Lagoon.
- Inception meeting of weedscan (web-based weed ID portal) by Biosecurity Tasmania.
- Weed control work along Marion Bay Road, Boomer Bay Road and Bay Road organized with volunteer.
- Issued 6 notification letters to property owners on Weeds of National Significance.
- Consultation with Prof. James Kirkpatrick from UTAS on flora and fauna inventory of Council managed reserves.
- Participated nest box installation in Dodges Ferry recreation reserve.
- Proposal on electric vehicle transition for Sorell council by 2030 in consultation with Everengi.
- Prepared draft Natural resource management strategy

BUILDING – Emma Smith

Analysis of applications approved year to date including August 2022. These include (Permit/Notifiable/Low Risk/Substantial Compliance).



Details of applications that were approved in August 2022 (details below). These include:

- 6 Permits
- 22 Notifiable
- 1 Low Risk
- 3 Substantial Compliance

Property Address	Propose Use Of Building	Value Of Work
65 Ridge Road, Dodges Ferry	Dwelling & Outbuilding	\$400,000.00
28 Linden Road, Primrose Sands	Dwelling	\$313,000.00
6 Woodruff Court, Sorell	Outbuilding	\$0.00
82 Main Road, Sorell	Factory	\$13,711.00
31 Abruzzi Court, Orierton	Outbuilding (Garage & Carport)	\$56,000.00
96 Wiggins Road, Wattle Hill	Dwelling	\$400,000.00
3 Wards Avenue, Lewisham	Ancillary Dwelling	\$40,000.00
35 Dodges Hill Road, Dodges Ferry	Solar Panels	\$12,000.00
83 Carlton Beach Road, Dodges Ferry	Dwelling	\$850,000.00
7 Malwood Place, Forcett	Shed	\$25,000.00
4 Edith Close, Forcett	Dwelling	\$160,000.00
Lewisham Scenic Drive, Lewisham	Public Toilets	\$30,000.00
18 Clover Court, Carlton	Dwelling	\$400,000.00
43 Dubs & Co Drive, Sorell	Dwelling & Shed	\$20,000.00
16 Petrel Street, Primrose Sands	Shed	\$35,000.00
34 Boomer Road, Boomer Bay	Dwelling , Container and Shed	\$500,000.00
10 Forcett Street, Sorell	Teaching Space	\$80,000.00
30 Goodford Lane Orierton (CT182209/6)	Dwelling & Outbuilding	\$550,000.00
10 Pendell Drive, Forcett	Outbuilding	\$40,000.00
551 Shark Point Road, Penna	Visitor Accommodation & Attached Deck	\$200,000.00
479 Sugarloaf Road, Carlton River	Dwelling & Outbuilding	\$900,000.00
Lot 30 Wolstenholme Drive, Sorell (CT182322/12 & 13)	Multiple Dwellings X5	\$1,250,000.00
18 Parker Street, Carlton	Additions	\$60,000.00
4 Capital Court, Sorell	Dwelling x2	\$500,000.00
(Part Of) 13 Dubs & Co Drive, Sorell & 15 Dubs & Co Drive, Sorell	Gymnasium & Retail	\$0.00
488 Carlton River Road, Carlton River	Ancillary Dwelling	\$135,000.00
19 Second Avenue, Dodges Ferry	Dwelling	\$180,000.00
314 Penna Road, Penna	Swimming Pool & Deck	\$80,000.00
39 Bay Street, Dunalley	Dwelling	\$70,000.00
87-89 Linden Road, Primrose Sands	Garage	\$28,000.00
332 Sugarloaf Road, Carlton River	Dwelling	\$100,000.00
30 Richards Avenue, Dodges Ferry	Garage	\$15,000.00



BUILDING COMPLIANCE / EXPIRED PERMIT PROJECT – Rhiannon Baines

During the month of August 2022 there have been 2 Building Notices issued and 2 Building Order's issued in relation to non-complaint work on-site.

4 complaints were received that require follow up in relation to potential illegal building works/structures on site. These have been added to the enforcement register for follow up and site inspections required. 3 complaints have been resolved.

Council staff are continuing on-site inspections to view potential illegal works on site and identify structures to determine outcomes.

The 'Expired Permit Project' is nearly finalised with only 2 Building Permits requiring outcomes following inspections from Holdfast.

During this month, Holdfast provided an outcome for majority of the remaining Building Permits to enable Certificates of Completion (Building Work) to be issued:

Certificates of Final Inspection issued:	10
Occupancy Permits issued:	4
Certificates of Completion (Building Work) issued	10
Inspection Directions Resolved	11

"Update of Expired Permit Project"	Status
Waiting on Holdfast signed documentation:	2
Awaiting Plumbing (these have received OP and CFI's) Property Owner's are still in the process of finalising works for these.	14
Completed	174
Council Expired and Resigned as Building Surveyor (These had Building Inspection Directions issued that were non-compliant)	32
Extension of Time Granted with new Private Building Surveyor Appointed	4

Continuing commencement of updating Council's Property Wise Database for all the Building Permit's that are now considered 'Expired' (following no effort to resolve). This process has been quite extensive as each Building Permit is viewed in the system and manually changed to 'Expired'. All Permits are reflective of a File Note in Council's Tardis Database referencing the status and outcome of why the Building Permit has been expired.

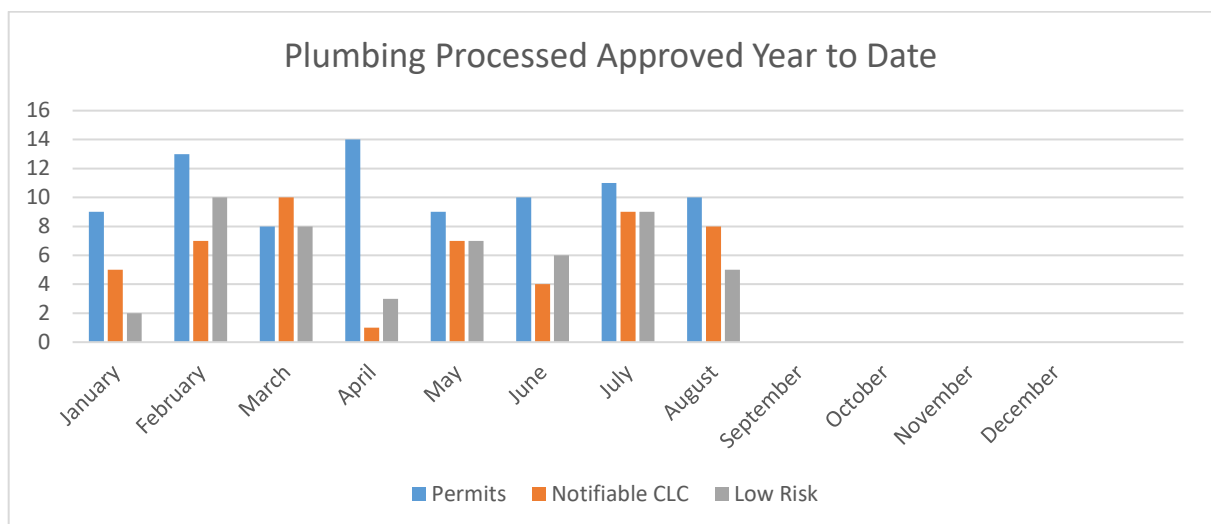


Update on this process shown below: Remaining years are in the process of being completed.

YEAR:	TOTAL EXPIRED:
1994	14
1995	
1996	
1997	39
1998	40
1999	49
2000	47
2001	42
2002	45
2003	62
2004	
2005	
2006	

PLUMBING – Jacob Ford

Analysis of applications approved year to date including August 2022. These include (Permit/Notifiable/Low Risk).



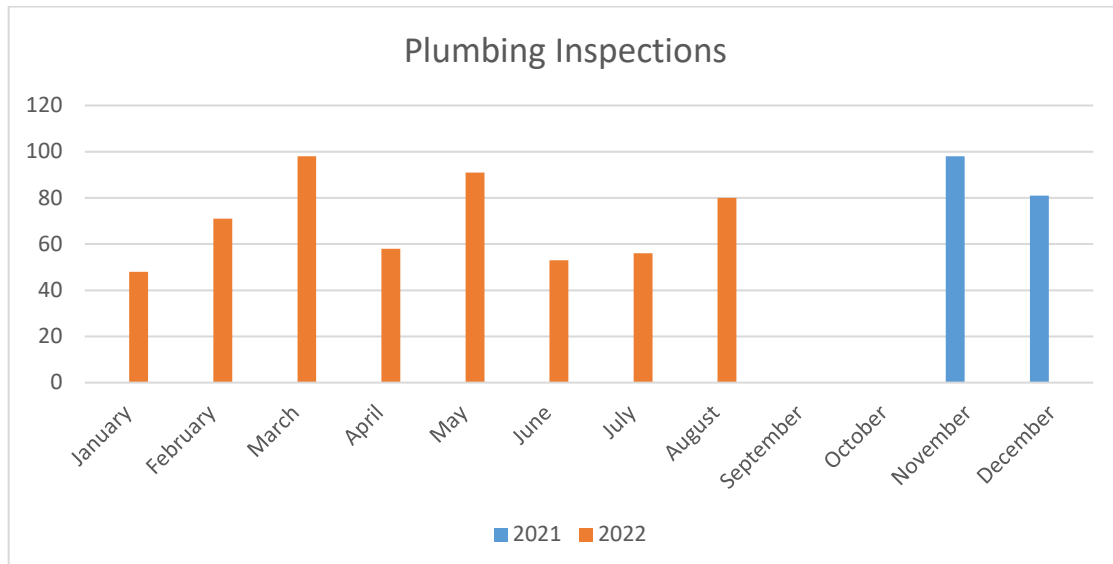
Details of applications that were processed in August 2022 (details below). These include:

- 10 Permits
- 8 Notifiable
- 6 Low Risk



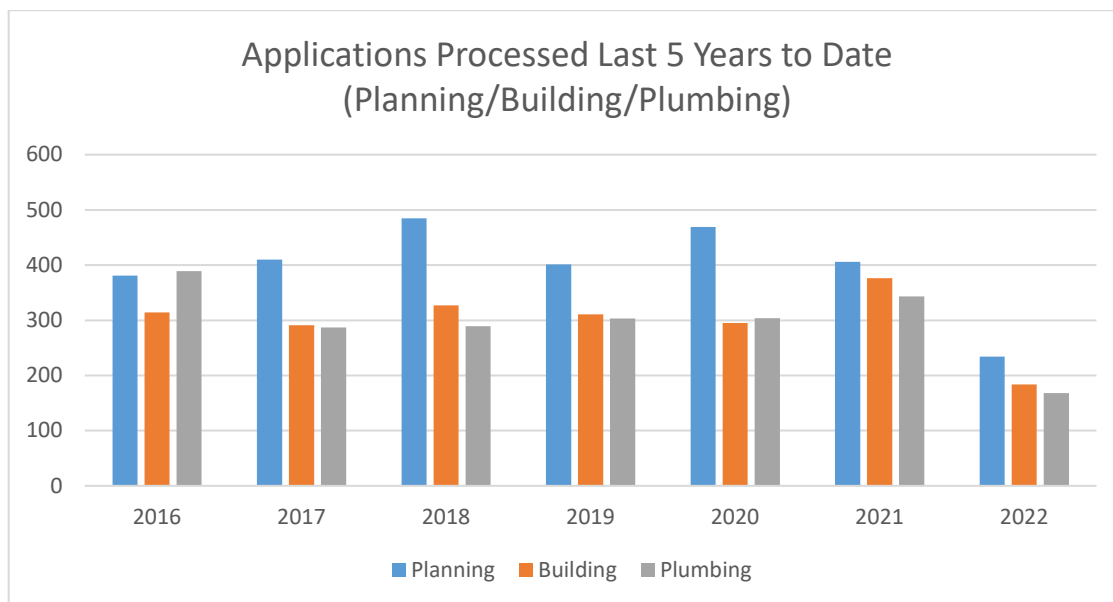
In August 80 plumbing inspections were conducted for new and existing plumbing works. These works are current Plumbing Permits and Certificates of Likely Compliance.

Jacob Ford commenced his new role of Plumbing Surveyor on 15th August 2022.



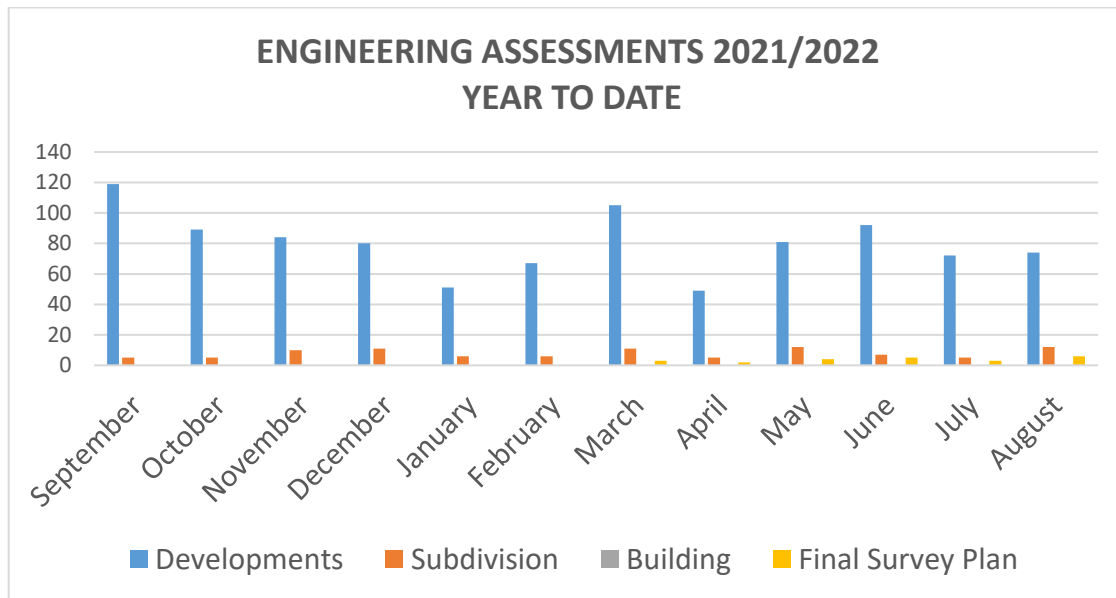
DEVELOPMENT ASSESSMENT – Shayla Nowakowski

The following table provides details of the overall Planning, Plumbing and Building Applications processed for the years 2016, 2017, 2018, 2019, 2020 & 2021 together with current yearly figures up to and including August 2022.



DEVELOPMENT ENGINEERING – Denis Wall

Development Engineering has examined 86 applications (Developments & Subdivisions) for the August period, which required engineering input as follows:



Development Engineering Compliance

Development Engineering is continuing to actively undertake inspections and monitoring of approved developments under construction. Current developments under construction are as follows:

- 20 Arthur Highway – 55 Lots on corner of Pawleena Road – commenced June 2021 – Stage 1 nearing completion
- Sorell – 37 Pawleena Road – Stage 2 and 3 completed – work for stage 4, 5, 6, and 7 commenced – works commencing shortly on Pawleena Rd roundabout
- Midway Point – 252 Penna Road – Stage 1 (25 Lots) nearing completion – Stages 2, 3, and 5 approvals granted – construction commenced – Stages 4 and 6 undergoing assessments
- Sorell – 56-62 Forcett Street – 65 Lots by JAC Group – approval given, works commencing shortly

Audit inspections for new road, kerb & gutter, footpaths, driveways and stormwater infrastructure are ongoing for the above developments.

Approved developments likely to commence soon:

- Primrose Sands – 6a and 8 Correa Street 6 Lots including road extension – engineering drawings undergoing assessments
- Lot 1000 Old Forcett Road – undergoing stormwater assessment



CAPITAL WORKS TRANSPORT AND STORMWATER – Adam Butler

The engineering team are dealing with an increasing number of stormwater related issues with the continuation of regular rainfall events on already saturated ground. The subsequent site investigations and correspondence being prepared and exchanged with land owners has unfortunately resulted in departmental resources focusing their time away from progressing the current Capital Works projects.

There are a number of Capital Works projects that are about to commence, have commenced or achieved practical completion across our Municipality. Due to unfavourable weather conditions, the following commenced transport projects remain on hold:

- Lime stabilisation, widening and reshaping of Bream Creek Road from Dairy access to Burnt Hill Road – commenced March 2022; and
- Reconstruct the gravel sections of Kellevie Road joining to Bream Creek Road (approx. 866m) – commenced March 2022.

Note: Both projects are expected to resume once more favourable, constant ambient temperatures have increased.

Capital Works commenced:

- Orielton Rivulet Bridge Shark Point Rd – Works commenced onsite 1 August 2022. Weather permitting works are expected to be completed September.
- Latena Street, Dodges Ferry Stormwater Outlet Remediation Works – Works commenced on Monday 1 August 2022 - Weather permitting works are expected to be completed in September.

Capital Works complete since last report:

- Nil.

Design Work brief summary:

- Commenced scoping and concept designs for a number of 2022/2023 capital projects – roads, footpaths, storm water, etc.
- Devenish Drive open channel and culvert design under revision for co-ordination of new box culvert with existing services (TasNetworks, NBN and TasWater) - Discussions continue.
- Additional detailed design survey has been requested for completing the reconstruction design of Nugent Road at Wattle Hill - Complete.
- Quotations sought for consultancy services for detailed engineering design surveys for Capital funded projects for 2022/23.
- Preliminary/ concept designs imminently expected from Pitt & Sherry for potential future capital works projects.



ENVIRONMENTAL HEALTH - Greg Robertson/Rachel Tenni (August 2022)**Building Act 2016**

Onsite wastewater management assessments completed for Plumbing Permit applications.

The operator of a commercial property in the Southern Beaches which discharges wastewater into Pittwater has not yet been resolved. During August the plumber was contacted and he is ordering materials however a start date is yet to be provided.

Quarterly service reports for AWTs installations have been received; 199 assessed and follow up occurred for those AWTs reports deemed non-compliant with *The Building Act 2016* with letters to owners.

Several complaints received about failing septic tank systems were investigated in Primrose Sands, Pawleena and Carlton.

By Laws

Commenced preparing a new Environmental Health By-law, the draft by-law is current being reviewed by Councils solicitor and a Draft is expected later in September 2022.

Land Use Planning & Approval Act 1993

Development and subdivision application assessments completed including, multiple dwellings, commercial developments in Sorell, new dwellings and outbuildings.

Food Act 2003

9 Food business safety assessments were conducted during August. Food renewals were assessed and sent to each food business upon receipt of payment and a renewal application. Follow up for those unpaid food businesses is continuing.

Two new food business assessments continue to be deferred due to non-compliance with the national construction code. Awaiting further information. Occupancy granted with the alterations and renovations completed at Hill Street Grocer Dodges Ferry.

Public Health Act 1997

Dodges Ferry and Dunalley Primary Schools Private water supplier and maintenance with DOE and TCM. Samples received and compliant with Drinking water Guidelines.



Cooling Tower Legionella results for July complied with the Guidelines for the Control of Legionella in Regulated Systems 2012.

Recreational Water Quality Analysis and reporting will be done in the coming months. New signage has been installed at all water quality monitoring sites throughout the Sorell area. The signage displays the long-term water quality for that site and if there is a failed test result in the summer months, the sign can be flipped down to close the beach and warn swimmers.

Immunisations

Staff occupational vaccinations investigations initiated with Sorell Family Practice staff will need to provide their own blood serology to ensure they are not already immune to the Hep A or B vaccines. Continued preparation of SBIP with school consent forms continuing to be entered into AIR. Next round of school immunisations to occur in September

Environmental Management & Pollution Control Act 1994 (EMPCA)

Noise complaints including gas guns (bird scarers), building works out of hours, construction, roosters were received and investigated.

Back yard burning and waste dumping complaints were also received.

An Environment Protection Notice was issued authorising a trial of shallow burial of fish waste intended to be used as a soil conditioner and fertiliser.

EHO undertook an investigation of a potential oil contamination of a creek in Lewisham.

Organised a meeting with residents of Shark Point Road, Penna to discuss land stability. Mineral Resources Tasmania provided a presentation on the current landslide situation and provide advice on mitigation measures.

Waste Management

Meeting with Cleanaway to discuss transitional arrangement required before they take over the public bin collection service in December 2022. The new truck has already been ordered and recruitment for a driver and induction training will commence soon.

The Manager of Regulatory Services is representing Council on the advisory group overseeing the establishment of the new Southern Tasmanian Regional Waste Authority. A newsletter is currently being prepared to provide an update on establishment of the STRWA.

Commenced work on a Draft Waste Management Strategy which will be presented to Councillors in November/December.



Finalising arrangements with Veolia to extend the kerbside garbage and recycling collection contract until December 2023.

With the rapid growth in the number of houses being contracted in Sorell and Midway Point some changes will be introduced to residents' garbage collection days to 'even out' the number of collections.

Street Stall / Public place permits

No applications were received in August.

COMPLIANCE – Darren Carter

Infringements issued for Nuisance Dogs (including Dog at large and unregistered dogs)	14
Infringement issued for Taking a Dog into a restricted area	0
Reported Dog attacks on livestock or other Dogs	3
Reported Dog attacks on people	3
Dogs impounded	10
Nuisance created by animals including dogs (Noise/Odour)	8
Fire Hazard Abatement notices issued	0
Litter Infringement notice issued	0
New Dog Registrations as a result of door knocks	37
Dog Abatement Notice/infringement Notice (currently being appealed to the Magistrates court)	0
Infringement issued By-Laws	0

Councils Senior Compliance Officer has reviewed the Dog Management Plan and the General Manager will make this available to Councillors for consideration before being sent out for public submission. Parks and Wildlife were also sent a copy for comment.

DEPOT WORKS – Ken Grierson, Kathryn Knibbe, Mandy McLeod, Rebecca Bunyan

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

CRM's will now be reported on Roads, Land Improvements, Stormwater and Facility with the intention of next month's report demonstrating a figure of received CRM's against completed CRMS.

Increase of CRMs relating to Stormwater and Potholing during May caused by weather events. These have work orders assigned to them and will be completed using the monthly programming schedule.



Customer Requests by Category Sealed/Unsealed Roads	Dec-21	Jan 22	Feb 22	Mar 22	April 22	May 22	June 22	July 22	Aug 22
Roads\Abandoned Vehicles							1		
Roads\Bollards		1			1				
Roads\Footpath/Damage to Infrastructure Maintenance		1		2				4	3
Roads\General Road Enquiry	2	3	3	4	5	1	3		1
Roads\Guideposts	2						2		
Roads\Guardrails									
Roads\Line marking			1					1	
Roads\Other Road Signage	2	4	3	3	3	2	2	2	
Roads\Pedestrian Crossing		1		1					
Roads\Road Defects incl. Potholes	12	1	17	8	5	10	9	8	11
Roads\Road Grading			2	1	1				
Roads\Street Name Signage	1	1	1						3
Roads\Street Lighting					1	4	1		2
Roads \ Traffic Calming Devices						1			
Total	19	12	27	19	16	18	18	15	20
Customer Requests by Category Land Improvement	Dec-21	Jan 22	Feb 22	Mar 22	April 22	May 22	June 22	July 22	Aug 22
Parks and Reserves / Bees and Wasps				2	1	1			
Parks and Reserves\Council Land & Reserves Maintenance	4	6	4	1	2		3	3	2
Parks and Reserves\General Litter & Bins								1	1
Parks and Reserves\Mowing Public Places	3	7	3			1			
Parks and Reserves\Playground & Park Maintenance	2	5	2	3	2	1	1	2	2
Parks and Reserves\Tree Request, Removal and Roadside Maintenance (Rural)	1	4	4	2	2	1	5		
Parks and Reserves\Tree Request, Removal and Roadside Maintenance (Urban Pink Map)	9	11	13	6	4	7	7	7	2
Parks and Reserves\Walkway and Beach Access	6	5	1	1		1	1		
Parks and Reserves\Weed Managing & Spraying	2	1	5	1				1	
Total	27	39	32	16	11	12	17	14	7

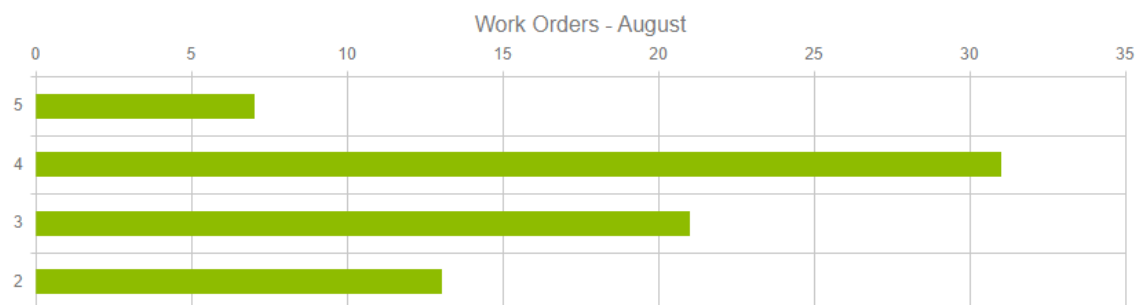


Customer Requests by Category Stormwater	Dec-21	Jan 22	Feb 22	Mar 22	April 22	May 22	Jun 22	July 22	Aug 22
Stormwater\Flooding Road (Rural)	2	2	4	3	2		0	1	
Stormwater Enquiry/ Flooding Road (Urban)	9	2		3		5	0	2	3
Total	11	4	4	6	2	5	0	3	

Customer Requests by Category Facilities	Dec-21	Jan 22	Feb 22	Mar 22	April 22	May 22	Jun 22	July 22	Aug 22
Facilities\Facility Maintenance Request	1	6	5	1	4	3	2	1	2
Total	1	6	5	1	4	3	2	1	

Road Maintenance and Repairs

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



Unsealed Road Crew

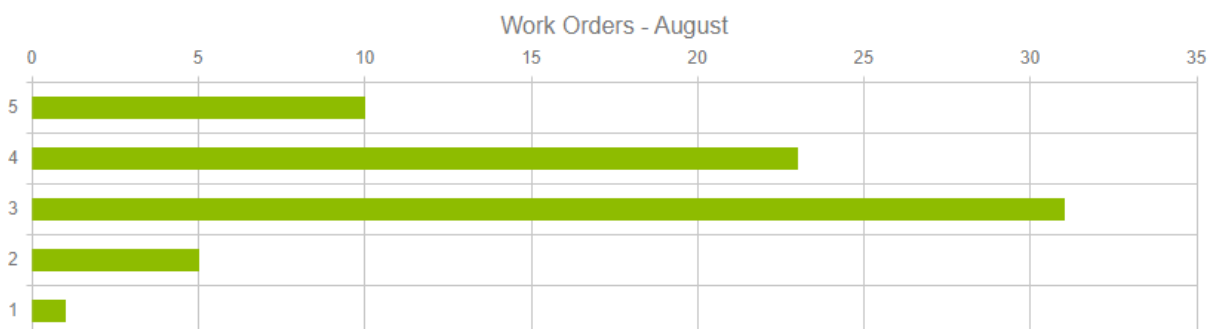
- 72 Work Orders Completed for August. 0 at Priority 1, 13 at Priority 2, 21 at Priority 3, 31 at Priority 4, and 7 at Priority 5.
- Maintenance Grading/Potholing on Masons Road, Shrub End Road, Burnt Hill Road, Annie Street, Pitt Street, Gillingbrook Road, Josephs Road, Erle Street West, River Street, Regunna Street, DF Rec Ground Access, Off 7th Avenue, Henry Street, East Orielson Road, Branders Road, Marion Bay Road, Kellevie Road, Linden Road, Bezzants Road, Goodford Lane, Poina Street, Nugent Road, Signal Hill Road, Nguna Street, Spotswood Road.
- Rutting on Longs Road.
- Pavement failure correction on Nugent Road.



- Drains/Culverts on Nugent Road, White Hill Road, Wiggins Road, Delmore Road, Kellevie Road, Shark Point Road, Masons Road, Gillingbrook Road, Pawleena Road, Heatherbell Road, Woolleys Road.
- Vegetation on Woolleys Road, White Hill Road, Gillingbrook Road, Pawleena Road, Pearces Road.

Roadside Furniture

- Signs/Guideposts on Nugent Road, White Hill Road, Boomer Road, Bay Road, Kellevie Road, Wiggins Road, Booth Street South.



Sealed Road Crew

- 70 Work Orders Completed for August. 1 at Priority 1, 5 at Priority 2, 31 at Priority 3, 23 at Priority 4, and 10 at Priority 5.
- Potholing on Montagu Street, Reynolds Road, Brinktop Road, Mary Street, Walker Street, Chaffeys Drive, Carlton River Road.
- Asphalt/Gravel Shoulders on Riviera Drive, Delmore Road, Carlton Beach Road, Luke Avenue.
- Drains/Culverts on Carlton Bluff Road, Pawleena Road, Penna Road, Delmore Road, Greens Road.
- Asphalt repairs on Brinktop Road.
- Edge break repairs on Luke Avenue, Nugent Road, Orielton Road.
- Heaving on Nugent Road.
- Vegetation on Bay Road, Sugarloaf Road, Marion Bay Road.
- Footpath maintenance on Vancouver Street, Pennington Drive, Walker Street, Fitzroy Street.

Roadside Furniture

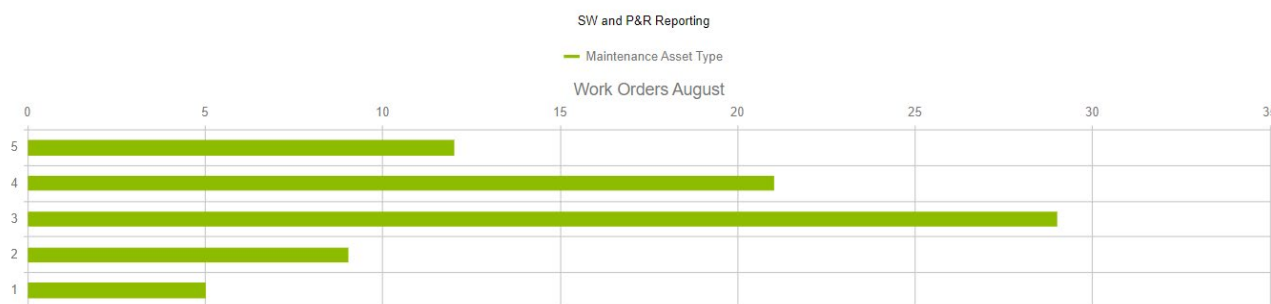
- Linemarking on Gate Five Road, Carlton Beach Road.
- Signs/Guideposts on Carlton River Road, Baudin Road, Drovers Rise, Riviera Drive, Shamrock Court, Moomere Street, Fitzroy Street, Linden Road, Carlton Bluff Road, Pawleena Road, Riaweena Road, Provence Drive, Simonds Lane, Lewisham Road, Primrose Sands Road, Third Avenue, Sugarloaf Road Bridge, Nugent Road, Kellevie Road, Lipscombe Court, Nash Street, Singapore Street, Clover Court, Arthur Street.
- Bollards at the Pembroke Park Car Park.



- Graffiti removal on Old Forcett Road, Carlton Beach Road, Sugarloaf Road, Primrose Sands Road, Wilson Street.

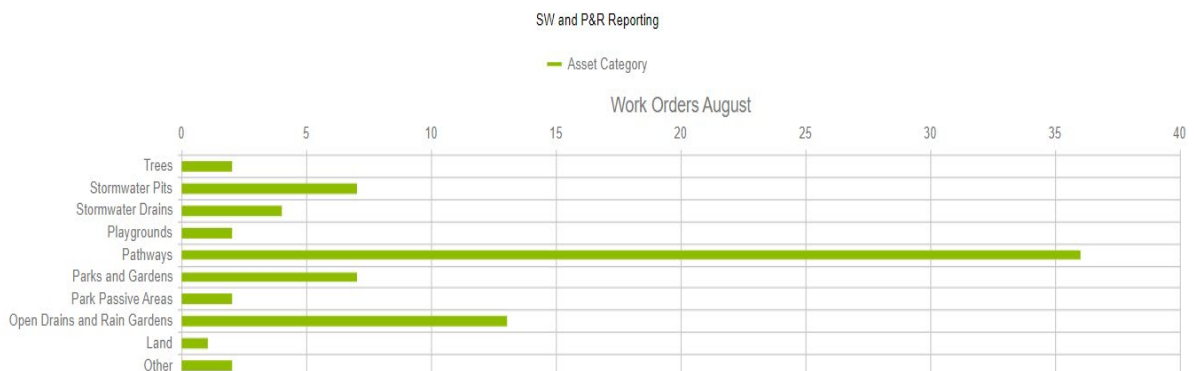
Stormwater Crew

- Clean drains/spray rockline drains and whipper snip of vegetation – Kestrel St, Wedgetail St, Falcon St, Third and Second Ave DF, Three St-Signal Hill Rd, Dodges Hill Rd, Boyd St, Mary St, Gregory St, Snake Hollow Park, Hoffman St.
- Open existing 150mm PVC emergency drain at Blue Lagoon
- Camera pits and pipe 189 Lewisham Scenic Drive
- Repair pit Short Street Lewisham
- Critical defects – kerb adaptor/pit repairs
- CRM's



Land Improvements:

- Tree work – Brady Street, Midway Street, Penna Road and Lukeekah Street
- Ongoing maintenance for Parks, Reserves and Walkways
- Replacement of old bin surround at Church Ground
- Sorell Dog Park sand patch wet area, gravel entrance
- Repair washed out gravel path (storm damage) Lower Pioneer Park
- CRM's
- Updating/Finalising No Spray Register
- Mulch Flyway Park
- Plant 2 x trees Pioneer Park, Plant 5 x trees Boat Park, plant 3 x Euc Vinimalis



FACILITY MAINTENANCE CO-ORDINATOR – Josh Pullen

All Buildings - general maintenance requirements as per form 46

Repairs and maintenance Summary of Buildings – by Work Order Type

- CAC - Power point in Kitchen.
- Kellevie Shed - Repair to roller door.
- Fitzroy Street - Child safe lock in kitchen, fix tap in bathroom and toilet roll holder.
- CAC - Clean out straps in male toilets.
- CAC - New lights in chambers.
- RSL - New back door.
- Dog Pound - Septic pump out.
- Depot Terrapin - New Air con water outlet.
- CAC - Clean out office.
- SMH - New trolley wheels.
- PCYC - Front door lock.
- Visitor Info Dunalley - Graffiti removal.
- CAC - Inspection of fire detector.
- Midway Community Centre - New smoke alarms x4.
- Dunalley Cemetery - Ashes placement.

Repairs and maintenance to public toilet facilities:

- DFFC - Load of water and new inlet valve in female toilets.
- Park Beach - Blocked toilets.
- Carlton Beach - Graffiti removal x 2.
- VIC Park - Graffiti removal, refit door on male toilet.
- Fly Way Park - Blocked strap, graffiti removal x 4, tape over camera and replace strap in sink.
- Pioneer Park - Graffiti removal x 4.
- Imlay Street - Graffiti removal x 2.
- Park and Ride - New soap dispenser, graffiti removal x 2.
- Dunalley Canal -Septic pump out, blocked toilets, graffiti removal.
- Primrose Sands - Graffiti removal.

ASSETS / GIS / ICT – Julie Mann

- Stormwater 10-year capital works modelling.
- 189 Lewisham Scenic drive Stormwater investigations.
- Technical drawings for Pembroke Park BMX Track completed.
- Headworks modelling nearing completion and GHD to commence the report.



PROJECT ENGINEER – Anthony Walters

Road & Traffic

Footpaths:

- Park Beach Rd to Park Beach Car Park – Construction is complete.
- Lewisham Scenic Drive – Design is complete.
- Red Ochre Beach Access – Application for consent to build on Crown Land has been lodged and proposed method of construction approved by local community. Now waiting on sign off and lease agreement from Parks and Wildlife.
- Sorell Streetscape – Scope has been defined and cost estimates being prepared. Based on this, quotes will be sought and sent to Council's preferred contractors with the intention to have a series of smaller projects, then hopefully the works completed in less time.

Pembroke Park – BMX Bike Track

- The Bill of Quantities is complete. The tender documents are ready and the tender will be advertised mid/ late September.

Buildings

Stadium Car Park:

- Minor works such as tidying of the batters behind kerb and footpath are ongoing. Landscaping planning has commenced, as well as bollards, wheel stops and barriers.

Outdoor Netball Courts:

- Ongoing - The courts will now be surfaced in Spring – October being the nominated month by the court surfacing contractor.
- The light towers have been delivered and will be installed mid-September.

Stadium:

- The remedial work to the cross-arm bracing is complete. The bricklayers left a lot of bricks around the building and in a short time, some vandalism took place – since the building has not reached practical completion, these repairs need to be carried out by VOS.
- The sleeves for the indoor netball posts have been installed.
- Issues with kitchen:
 - Bain Marie in Kitchen is slightly wider than the benchtop, but benchtop was installed at 600mm, not 700mm as per the design – contractor to remedy.
 - The change from a canteen to a commercial kitchen has required the benchtops to be in stainless steel, also the installation of a central table over the bar fridges for food preparation.



- Glass insert has been installed to the door between the kitchen and bar area.
- Access pathway required from western footpath to soccer pitch and north east doors to the old netball/ soccer change rooms.
- Landscaping planning has commenced and will be discussed with Parks and Reserves – the works won't commence until the ground loses some moisture and becomes trafficable, especially on the western side of the stadium.
- A comprehensive list of defects has been sent to VOS to remedy, some of which have been carried out already.
- Additional steelwork for the retractable seating has been installed.
- The additional steelwork for the basketball backboards has arrived - both installers for the seating and the basketball hoops are expected to commence work in late September.

Train Shed:

- Drainage modifications to downpipes has been installed.
- Downpipes to be installed mid/ late September.
- Barn doors are being constructed.
- Flooring options are being explored.

Lewisham Boat Ramp Toilet:

- Requests for quotes is ongoing, mainly due to initial quote received being double the allowed budget for installation.

8.3 HUMAN RESOURCES, CUSTOMER & COMMUNITY SERVICES – JESS HINCEN, MANAGER

Meetings Attended:

- Various meetings RE: Pembroke Park Stadium & Community Facilities
- Various meetings regarding Canteen and Gym operators for the Stadium
- Marsha Batchelor – President South East Suns Netball Association x2 meetings
- Facilitated various meetings RE: Organisational Structure Review
- Facilitated Performance Review Information Sessions for Supervisors
- Sorell Football Club representatives
- Management Meetings
- Various HR meetings
- Council Workshop
- Council Meeting

HUMAN RESOURCES

Recruitment

Recruitment for the following positions is currently in progress –



- Operations Manager – Roads & Stormwater advertised on SEEK and the BEST page, closes 26th September 2022.

Appointment

- Monique Bujora has been appointed as Municipal Worker – Parks & Reserves. Monique commenced her permanent position on 29th August 2022.
- Peter White has been appointed as Municipal Worker – Parks & Reserves. Peter commenced his permanent position on 29th August 2022.
- Emma O'Donovan has been appointed as Trainee – Civil Construction. Emma will commence in her position on 3rd October 2022.

Resignation

- Ken Grierson resigned from his position of Works Programmer - Roads effective 9th September 2022.

Employee Training

- Depot employees have received First Aid Training.
- 4 x Depot Employees have received Polaris Training.
- 2 x Employees have signed to complete a Cert III in Horticulture.
- 1 x Employee has signed to complete a Cert in Turf Management.
- 1 x Employee has completed their Cert IV in Leadership & Management.

Enterprise Agreement Negotiations

- Sorell Council Enterprise Agreement 2022 has been approved by the Commission.

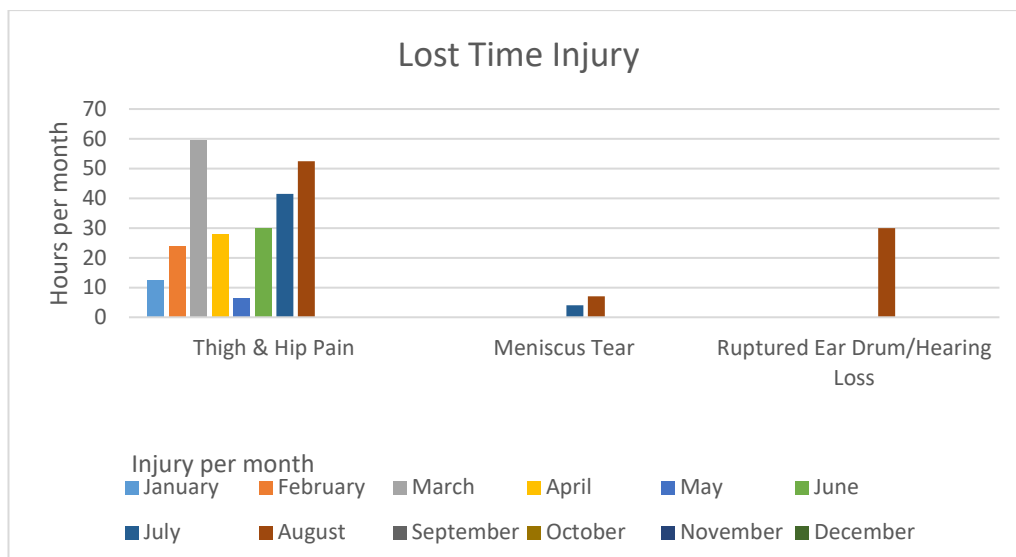
PAYROLL / EMPLOYEE SUPPORT

- Three pay runs and end of month processing completed.
- EOM complete.
- Finance Support Officer performed one pay run

WORKERS COMPENSATION

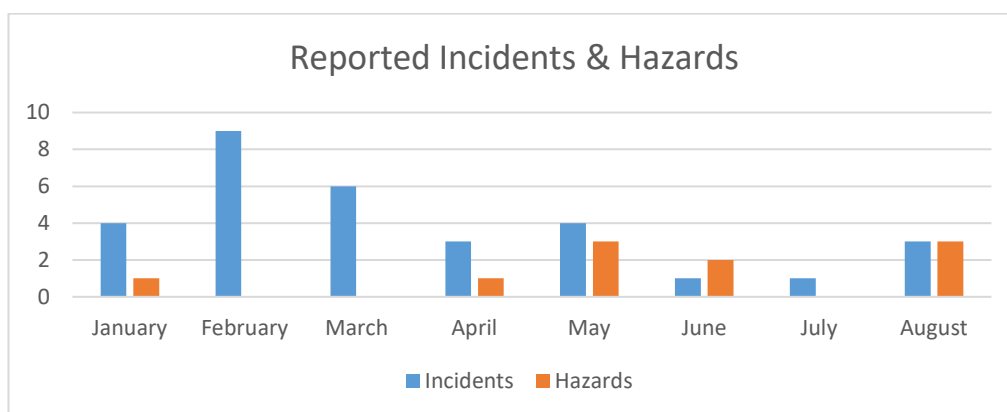
- 1 x Active claim with QBE
- 2 x Active claim with Allianz





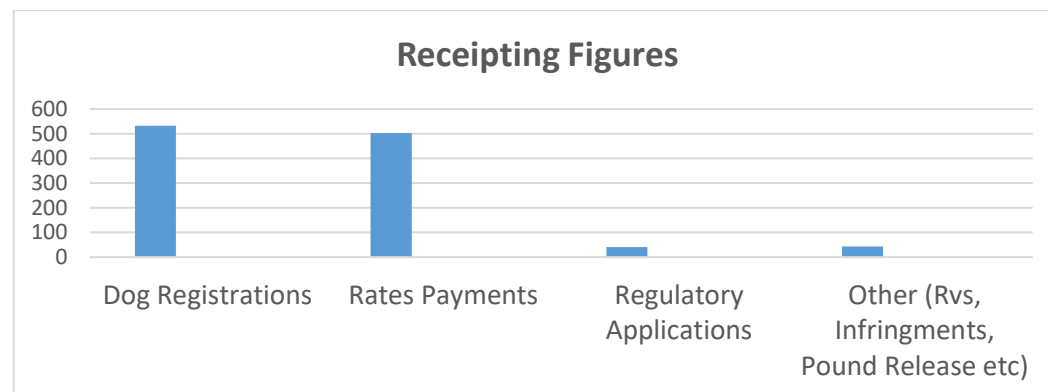
WHS

Reported Incidents & Hazards for the month of August



CUSTOMER & BUSINESS SUPPORT

Receipting figures – August





Phone Call Reporting – August 2022

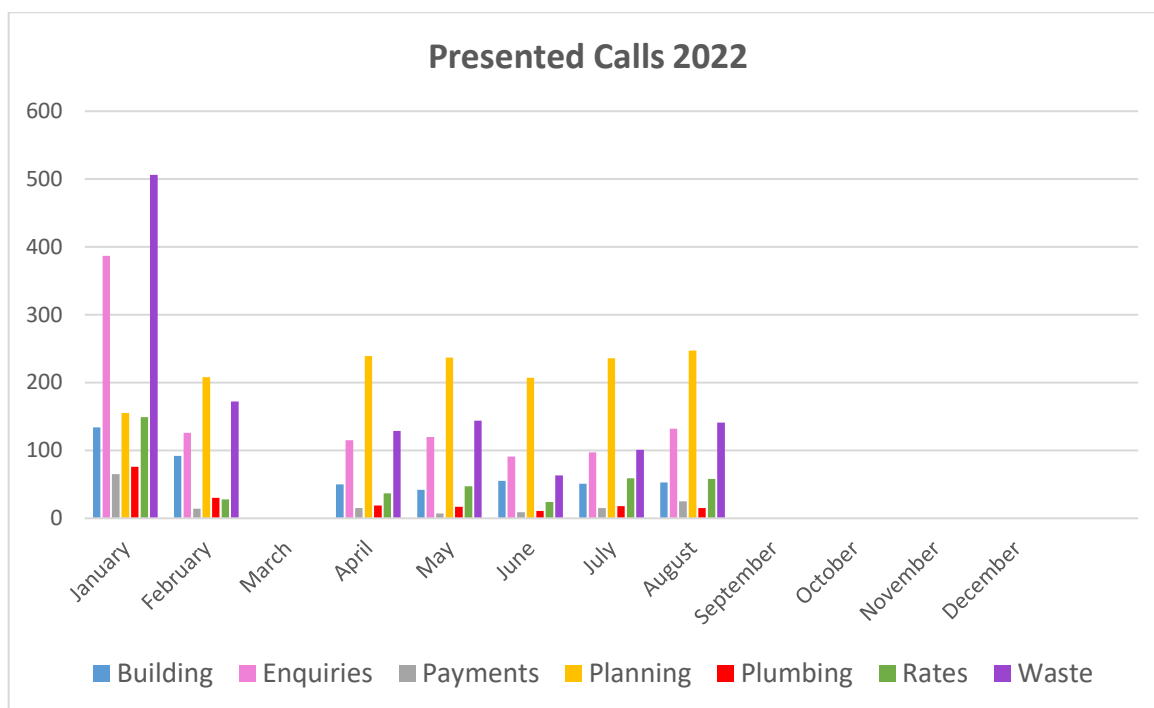
Enquiry	Answered Calls	Average Speed of Answer	% of Calls Answered
Building	53	22 seconds	93.0%
Enquiries	132	11 seconds	90.4%
Payments	22	10 seconds	88.0%
Planning	230	16 seconds	93.4%
Plumbing	12	16 seconds	86.7%
Rates	54	12 seconds	93.1%
Waste	124	12 seconds	87.3%

90.2% of calls are being answered within **14.1 seconds**. Time includes welcome message and option menu for customers.

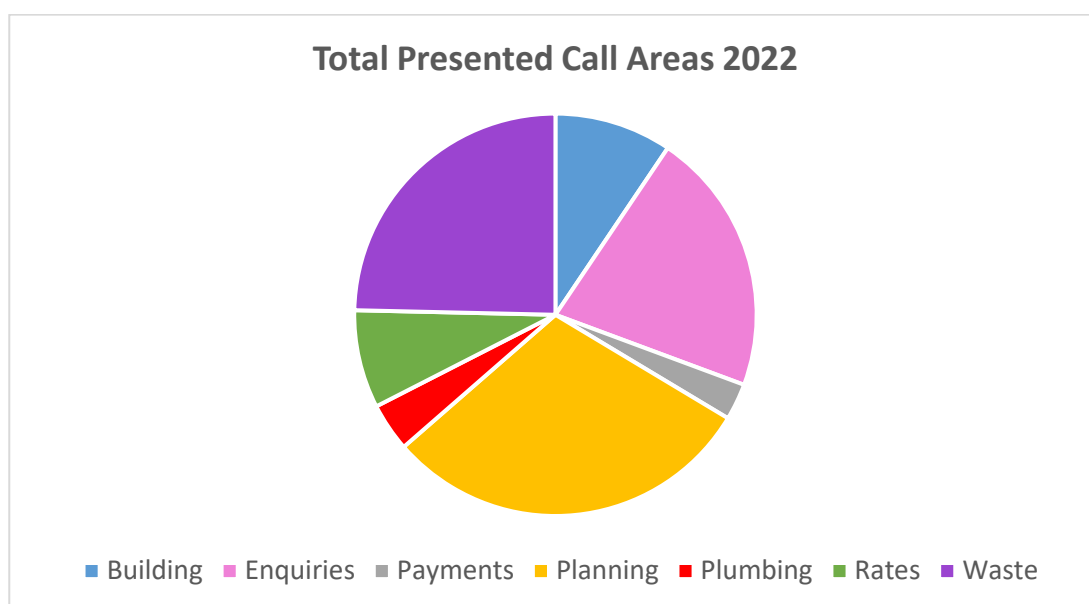
**Planning & Building calls will show a longer answer time as they are the last options for customers to choose when calling in via the phone system. (approx.)



Presented Calls by month for 2022



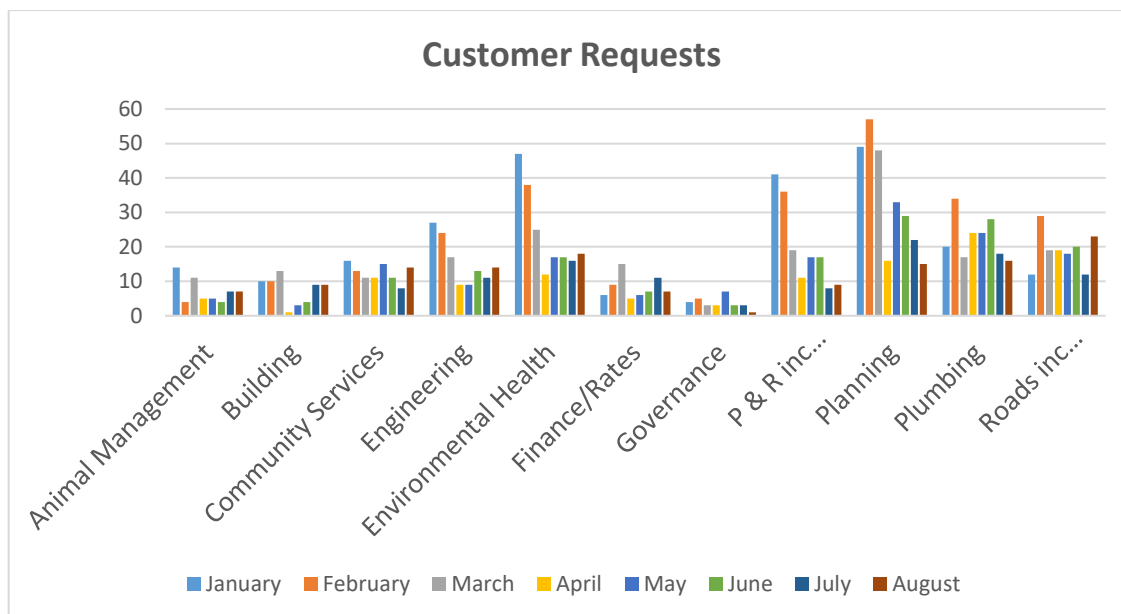
Total Presented Calls for 2022



Customer Requests

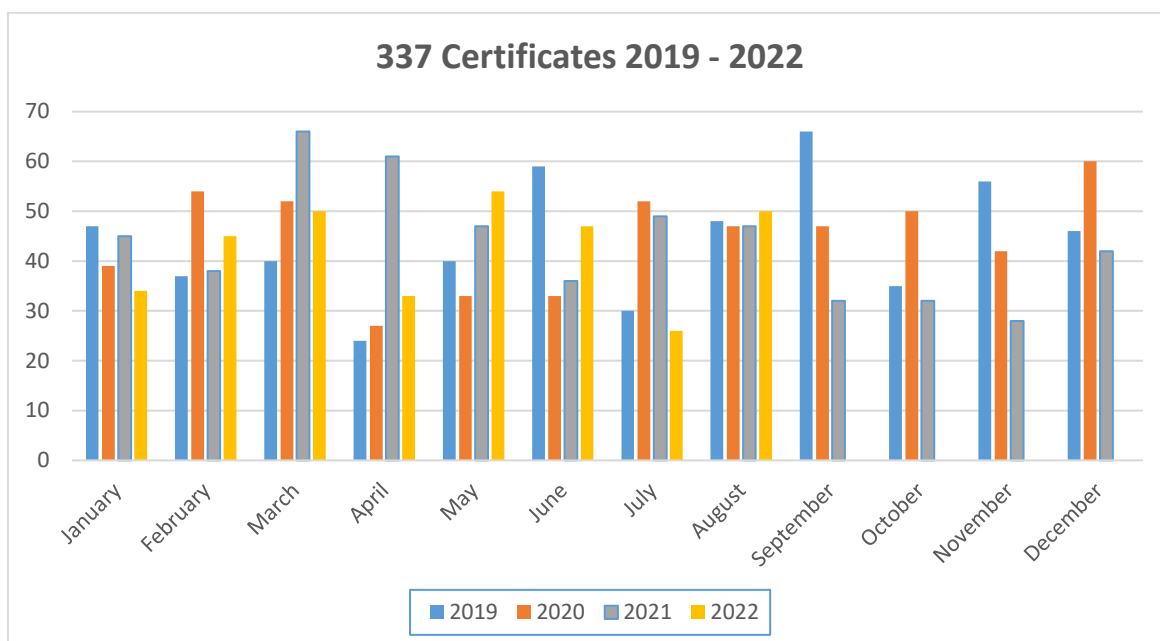
CRMs created for the month of **August**



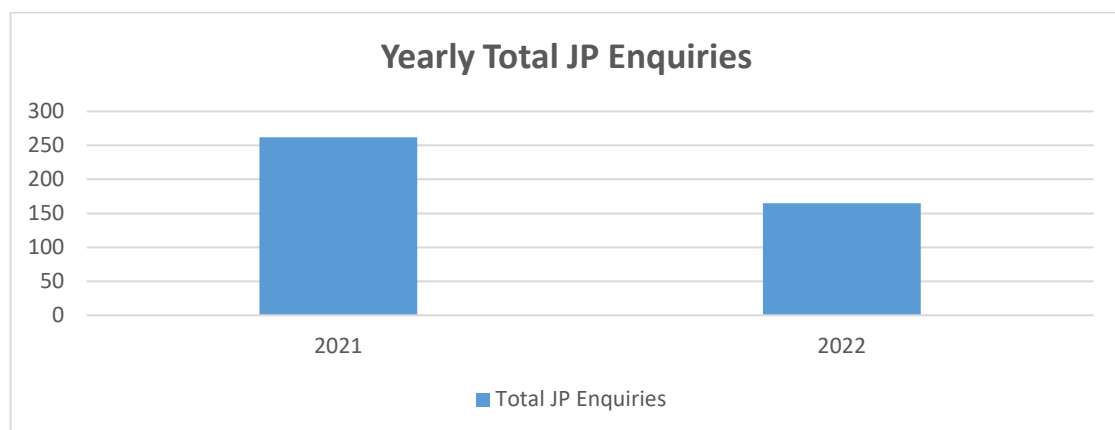
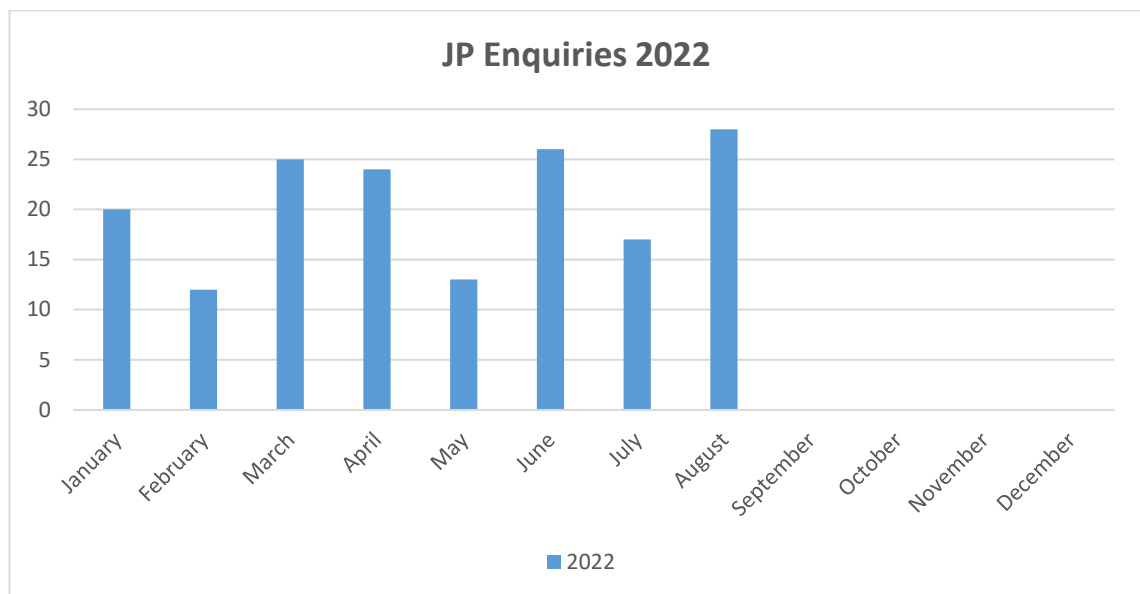


337 Certificates

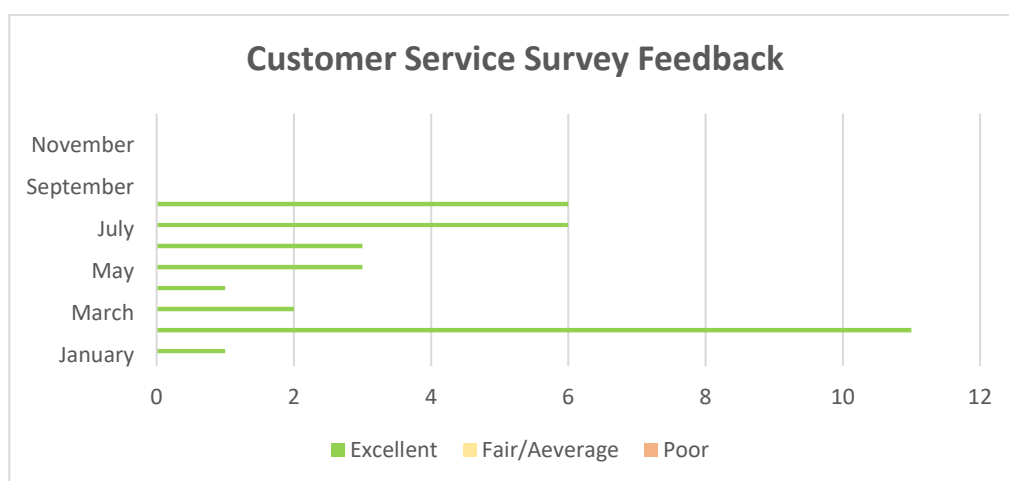
Council processed 50 - 337 Certificates in August 2022, which relate to the sale of properties as detailed in the graph below.



Justice of the Peace Enquiries



Customer Service Survey Feedback



We received 6 completed customer service surveys for the month of August.

3 customer emails were also received, thanking:

- Council for hosting the Screening Bus
- Greg Robertson for organising repair of fence
- Emma Smith for organising completions in a timely manner

COMMUNICATIONS

General

- Sorell Times – Regular monthly advert and article re Eileen Brooker's visit to the Council Offices to view her Art Acquisition Prize Painting on display.
- Council Works Update – Monthly update compiled re current and soon to be commenced Council works, published on our website, Facebook and Instagram pages.
- Website – Updated with news and documents including Council Works Updates, and update on Shark Point Road Bridge.
- Seniors Week – Commenced promotion of Council's Seniors Week events program.

Waste Education

- Social media posts ongoing.
- Plastic Free Places – promotion ongoing.

Community Consultation/Engagement

- Community Conversations – Primrose Sands meeting held with approx. 38 people in attendance. Meeting Notes being finalised and published to the website. Planning for next years meeting schedule will be undertaken in the coming months.
- Midway Point Playground – Community Consultation will be undertaken in the coming weeks regarding the relocation of a playground facility in Midway Point due to the Park and Ride development on the Fenton Street site. We will conduct surveys and/or community meetings to find out what type of play/recreational space Midway Point residents would like to see in the new location.
- Bushfire Ready Neighbourhoods Program – Met with Tas Fire Service's Community Development Officer re the upcoming program for the Dodges Ferry area and how Council can assist.

Advocacy

- Child Care Services – Sent correspondence from Mayor Vincent to Minister Jaensch requesting child care services at Sorell School be prioritised due to shortage in the region.



- South East Jobs Hub - Sent correspondence from Mayor Vincent to Prime Minister Albanese requesting the Federal Government expediate their funding commitment for the jobs hub so Council can commence the project.

Area Promotion/Marketing

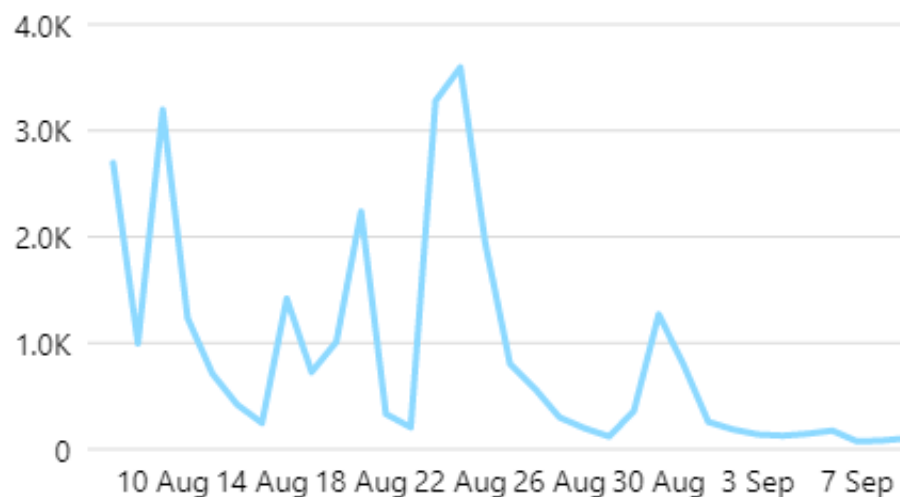
- Logo South East Sports Complex – Logo development ongoing.
- Dodges Ferry - Carlton Loop – Signage finalised for the Loop, similar to the signage along the Orielton Lagoon Loop.

Social Media

- Facebook 8 August – 9 September 2022
Facebook Page Followers – 4,455

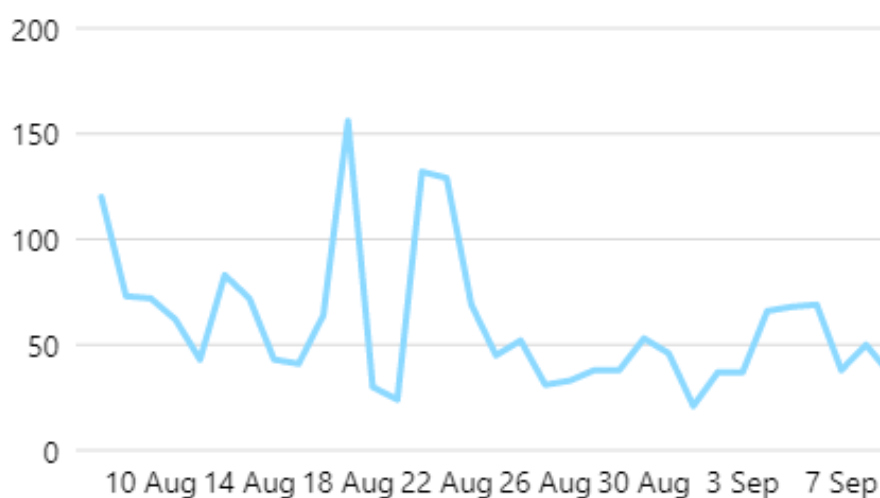
Facebook Page reach ⓘ

10,641 ↓ 49.2%



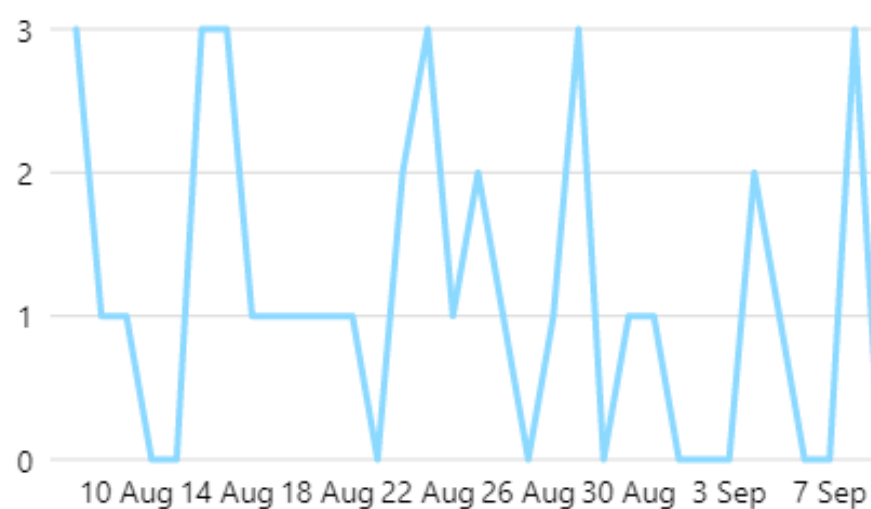
Facebook Page visits ⓘ

1,971 ↑ 18.7%



Facebook Page new likes ⓘ

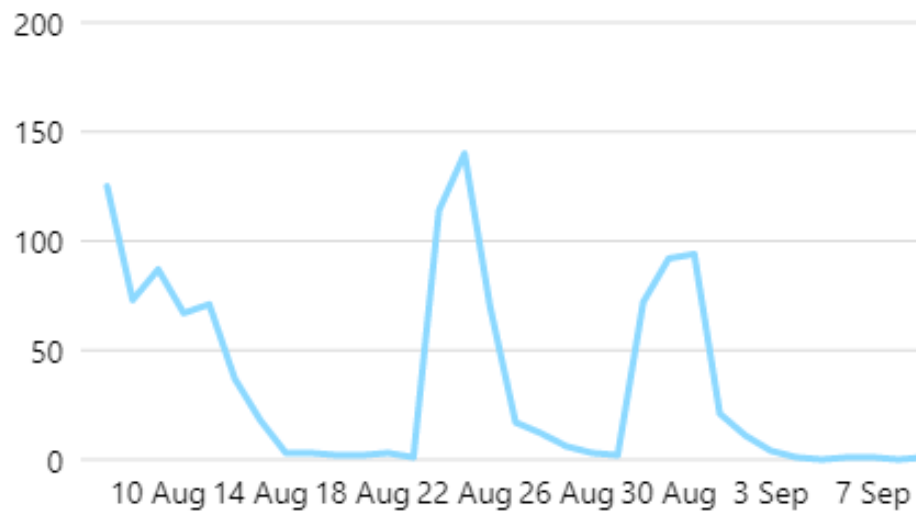
37 ↓ 2.6%



- Instagram 8 August – 9 September 2022
Total Followers – 541

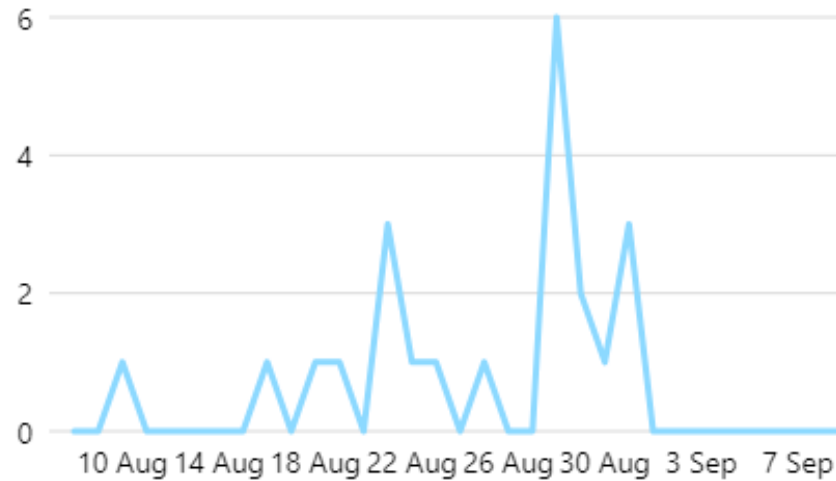
Instagram reach ⓘ

301 ↑ 2.7%



Instagram profile visits ⓘ

22 ↓ 42.1%



Instagram new followers ⓘ

6 ↑ 20%

**MEDIA**

- The Mercury Newspaper – Provided information on Council's rates, capital works budget and current infrastructure projects as requested.
- A Current Affair – provided a response re their request for information on whether we provide council-run in-home care services.

CORPORATE ADMINISTRATION

Right to Information

- No Right to Information Requests were received.

Policies under review

- Environmental Sustainability Policy
- Enforcement Policy
- Property Access Policy
- Code of Tendering
- Sorell Council Bond Policy
- Motor Vehicle Policy
- Disposal of Council Goods & Equipment
- Investment Policy
- Fees Refund and Remission
- Creation and Review of Council Policies
- Acknowledgement of Traditional Owners Policy
- Audio Recording of Council Meetings
- Related Party Disclosures Policy



- Credit Card Policy

Leases & Licences

- Sorell Football Club Lease negotiations
- Scout Association of Australia – Tasmanian Branch Lease renewal

COMMUNITY SERVICES

Hours of Use

Facility	Hours for Month of May 2022	Hours for Month of June 2022	Hours for Month of July 2022	Hours for Month of August 2022
Midway Point Hall	74	54.45	50.5	69
Copping Community Hall	30	3	18	24
Dunalley Hall	34		34	32
Sorell Memorial Hall	212.5	192	179.5	246
Dodges Ferry Rec Centre	73	92.5	71	96
South East Sports Complex @ Pembroke Park - TOTAL	200.25	185.5	139	141.5
Junior Oval	56.75	48	31	22
Senior Oval	52	49	51.5	35
Netball Courts	62	51.5	30.5	62.5
Soccer Pitch	29.5	37	26	22
Cricket Nets			2.5	
Dodges Ferry Oval	36.5	16.5	30	16
PCYC	30.75	22	5	8

Community Grants

- Copping Community Care - \$2,000.00

Individual Achievement Program

- Sofia Fleet – Volleyball
- Ruby Fleming – Volleyball
- Estella Edwards - Volleyball

South East Stadium

- Stadium gym: Preferred operator has been selected and negotiations for a lease agreement started.
- Stadium canteen: Preferred operator has been selected and negotiations for a license agreement started.



- Stadium visits: Canteen/Gym Operators.
- Ongoing liaison with Project Engineer and suppliers on various matters regarding the construction project.
- Ongoing liaison with local clubs and other future users of the stadium.

Currently working with/supporting the following Community Groups/Organisations on Various Issues activities:

- Sorell Football Club Lease arrangements
- Nugent Cricket Club
- Sorell Girl Guides
- Midway Point Neighbourhood House

OTHER DEPARTMENT ACTIVITY

- Various hall and ground booking agreements
- Cemetery burial and columbarium wall bookings
- Pembroke Park Users
- Reviewing Community Liability Insurance
- Community Conversations
- Senior Advisory Group Meeting
- Seniors Week Planning
- Dunalley Hall Group users

8.4 FINANCE – SCOTT NICOL, ACTING MANAGER

Financial Management

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

- Finance staff worked on the end of financial year procedures, including preparation of balance sheet reconciliations and Council's statutory financial statements. Council's statutory financial statements were lodged with the Tasmanian Audit Office on 15 August 2022 (14 August 2022 Sunday).
- Finance staff worked on grant acquittals in relation to Department of Infrastructure, Transport, Regional Development and Communications and Marine and Safety Tasmania.
- Finance staff began to collate and review Phase 1 of the 2021/2022 Consolidated Data Collection Survey, ready for submission to KPMG prior to the 16 September 2022 deadline.
- South East Region Development Association (SERDA) ad-hoc and monthly financial tasks were completed.



Rates

- 1st Quarter rates payment fell due on the 17th August.
- At the end of August, 33.3% of rates had already been paid, compared to 34.4% at the same time last year.
- Supplementary valuations were received from the Office of the Valuer-General year to date totalling \$11k in waste charge.

Audit

- Tasmanian Audit Office will be on site the week of Wednesday 7 September 2021 to complete the 2021/2022 end of financial year audit.
- The 2021/2022 financial statements are due to be signed off by the Tasmanian Audit Office by 28 September 2022 per the Audit Statutory deadline.

Operational Plan

- N/A update next meeting.

Grants & Funding

- Council received the first quarter Commonwealth 2022/2023 Roads to Recovery payment of \$60k.
- Council received the first quarter Commonwealth Government 2022/2023 Financial Assistance Grant of \$176k.

No other grants were received or invoiced during the month of August.

Insurance

- Nil.

Fleet Management

- A capital budget allocation was made for fleet replacements during the 2022/2023 financial year and has been approved. Finance staff are completing the fleet replacement planning stage, with final procurement decisions to be signed off by Manager Finance and the General Manager in September.

Plant and Equipment Disposals

- Two vehicles are planned to be sold during September.



Meetings

- Monthly capital works meeting with Finance, Asset Management, Engineering and Depot staff – 09/08/2022
- Audit Panel meeting – 31/08/2022
- Monthly team meeting with the Finance Department - 2/8/2022 and 24/08/2022
- Monthly rates working group meeting – 17/08/2021
- Business Tasmania webinar – Introduction to eInvoicing – 18/08/2022
- WHS Committee meeting – 24/08/2022

9.0 PETITIONS

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

10.0 LAND USE PLANNING

^

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

In accordance with Regulation 25, the Council will act as a planning authority in respect to those matters appearing under item 10 on this agenda, inclusive of any supplementary items.

10.1 DEVELOPMENT ASSESSMENT SPECIAL COMMITTEE MINUTES

^

RECOMMENDATION

“That the minutes of the Development Assessment Special Committee (DASC) Meeting of the 6th September 2022 be noted.”



11.0 GOVERNANCE

^

11.1 COPPING REFUSE SITE JOINT AUTHORITY REPORT JUNE QUARTER

RECOMMENDATION

“That the attached Copping Refuse Disposal Site Joint Authority (CRDSJA) Report be received and noted.”

ROBERT HIGGINS
GENERAL MANAGER

2 September 2022

Attachments (2)





Copping Refuse Disposal Site Joint Authority

16 August 2022

Mr Ian Nelson
General Manager
Clarence City Council
PO Box 96
ROSNY PARK 7018

Mr Robert Higgins
General Manager
Sorell Council
P O Box 126
SORELL 7072

Mr Gary Arnold
General Manager
Kingborough Council
Locked Bag 1
KINGSTON 7050

Ms Kim Hossack
General Manager
Tasman Council
1713 Main Road
NUBEENA 7184

Dear General Manager

COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY REPORT: June 2022 Quarter

Participating Councils and the Director, Local Government agreed to establish consistent reporting arrangements for the Authority. The following advice regarding matters discussed at recent Authority and Board meetings is now provided for inclusion in your routine report to your Council.

Authority meeting held on 11 August 2022

Material matters addressed in the open meeting:

- Endorsed the June 2022 Quarterly Report (attached) for distribution to Participating Councils
- Approved repayment of Clarence City Council's overpaid Gate Fee for \$148,045.16 for the June 2022 quarter
- Endorsed a proposed solution to equalise Clarence City Council's gate fees to those of other Participating Councils, which would end the need to refund overpayment of gate fees
- Approved, by special resolution, the proposed amendments to the Rules of the Copping Refuse Disposal Site Joint Authority and requested the Secretary to seek the approval of Participating Councils to advertise the Rules, as required under the *Local Government Act's* process to amend the Rules
- Approved execution of the new lease of Lutana Waste Transfer Station for five years, with an option for a further five years, once the CEO confirms the document is ready for execution
- Agreed to review the governance and corporate structure associated with the C cell facility, endorsed the scope of the review and the composition of a small working group to undertake the review
- Received an update on activities of the Boards of Southern Waste Solutions and C Cell Pty Ltd provided by Board Chair, Dr Christine Mucha and CEO, Mr Chris Adekunle.

Material matters addressed in the closed meeting:

- Accepted the assessment of the performance of the Board of Southern Waste Solutions for the year to March 2022

Copping Refuse Disposal Site Joint Authority trading as **SOUTHERN WASTE SOLUTIONS**
PO Box 216, New Town, Tasmania 7008
Phone: 03 6273 9712 Email: finance@swstas.com.au
ABN: 87 928 486 460



AGENDA ORDINARY COUNCIL MEETING 20 SEPTEMBER 2022

- Reappointed Director Frank Barta and Director Elspeth Moroni to the Board of Southern Waste Solutions for their second term of three years, and confirmed Director Barta's appointment as a director of C Cell Pty Ltd as one of the Authority's appointees
- Approved an increase in remuneration for the Board of Southern Waste Solutions to the upper end of the approved range of fees, and noted the flow on effect to directors of C Cell Pty Ltd
- Appointed the Deputy Chair of the Authority to undertake the evaluation of the Secretary's performance with the Authority Chair and agree new contract conditions for a new term of appointment from November 2022

Other matters of note

- New CEO, Mr Chris Adekunle, commenced in late March and formally took over the role at the end of April 2022
- The Board of C Cell Pty Ltd held a strategic planning workshop for the first time since its formation
- Given the Local Government elections this year, the Authority agreed to move the November general meeting to Tuesday 25 October (subject to confirmation).
- The Annual General Meeting will remain as scheduled on 24 November, although this relies on Participating Councils appointing Representatives to the Authority in sufficient time. The Authority was mindful that deferring the AGM until December would breach the Rules which prescribes that the AGM must be held before the end of November.

Matters considered by the Boards of Southern Waste Solutions and C Cell Pty Ltd as Trustee

- Summaries of the material matters considered by both Boards are attached.

Note: As minutes of meetings of the Southern Waste Solutions Board and C Cell Pty Ltd Board are commercial in confidence, it is requested that these be held on file for perusal by Aldermen / Councillors but not tabled at Council meetings.

Yours sincerely



Carolyn Pillans
Secretary

Attachment 1: Quarterly Report to the Authority June 2022

Attachment 2: Summary of SWS Board meetings

Attachment 3: Summary of C Cell Board meetings

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AGENDA
ORDINARY COUNCIL MEETING
20 SEPTEMBER 2022

11.2 COPPING REFUSE SITE JOINT DISPOSAL AUTHORITY - PROPOSED RULE CHANGES

RECOMMENDATION

- “(a) That Council resolves to endorse the proposed amendment to the rules of Copping Refuse Disposal Site Joint Authority as agreed by the Authority at its meeting on 11 August 2022, and
- (b) Approves advertising the proposed amendment to the rules in accordance with the requirements of the *Local Government Act 1993 (Tas)*.”

Purpose

The purpose of this report is to seek the endorsement of Council to advertise proposed amendments to the Copping Refuse Site Joint Disposal Authority (Authority) rules.

Background

Under sub-Rule 232, the Authority is required to review its Rules at least every five years. The last review of this nature was finalised in December 2017, although a minor Rule change in relation to dividends was finalised in September 2021.

At its meeting on 11 August 2022, the Authority approved, by special resolution, its intention to amend the Rules.

The proposed amendments to the Rules cover a range of governance and administrative processes that aim to modernise the Authority’s framework of corporate governance and oversight and reflect the enhanced business practices that have evolved over time.

Statutory Requirements

The Authority is required to follow the process prescribed under Sections 31 and 32 of the *Local Government Act 1993*.

Discussion

Attachment 1 (Table 1) summarises the amendments and explains the reasons for them. Consultation to date on these amendments has included the General Managers of Participating Councils, and the Board and immediate past-CEO of Southern Waste Solutions.

The collective scale of the amendments is considered material and so requires the full process prescribed under sections 31 and 32 of the *Local Government Act 1993* (Tas) (the Act). A summary of the process is provided below.



Step 1	<ul style="list-style-type: none"> A <u>special resolution</u> of the Authority's Participating Councils is required to approve advertising the proposed Rule change 	The purpose of this paper
	<ul style="list-style-type: none"> One participating council is to act as the 'Nominated Council' to perform the roles required under the Act to change the Rules 	Clarence City Council has agreed to be the Nominated Council
Step 2	<p>If the special resolution to advertise is approved, the Nominating Council is to:</p> <ul style="list-style-type: none"> publish the complying notice in a local daily newspaper, display the complying notice at its premises for at least 21 days, provide a copy of the proposed amendments to the Director of Local Government, make the proposed amendments available for inspection or purchase at its public office. 	
Step 3	<ul style="list-style-type: none"> After publication and any submissions are received, a general meeting of the Authority is convened to consider, and deal with, any submissions 	
	<ul style="list-style-type: none"> Subject to any changes to the proposed amendments, Participating Councils approve the proposed amendments to the Rules by special resolution 	
Step 4	The proposed amended Rules are to be certified by both a legal practitioner and the General Manager of the Nominating Council as prescribed in the Act	
Step 5	The certified, proposed Rules are provided to Participating Councils for formal adoption	
Step 6	Once approved, the amended Rules are to be certified (again) by both a legal practitioner and the General Manager of the Nominating Council as prescribed in the Act	
Step 7	<ul style="list-style-type: none"> A copy of the new Rules is provided to the Director, Local Government The final decision is to be advised to anyone who provided a submission on the proposed amendment 	



Step 8	The amendment comes into effect.	
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Finance

There are no financial implications associated with this matter.

Environment

There are no environmental implications associated with this matter.

Communication and Consultation

The decision of the four participating councils will be publicly advertised in accordance with the legislative requirements outlined in this report.

Risk

There are no apparent risks to Council in endorsing the proposed Rule changes to enable public advertising.

Conclusion

In order to progress the process of changing Rule 219 the endorsement of the four owner councils is required.

It is recommended that Council endorse the proposed Rule change.

ROBERT HIGGINS

GENERAL MANAGER

12 September 2022

Attachments (7) – Summary of Amendments



Table 1: Proposed amendments

Rule #	Proposed amendments	Reason/Notes/Comments
	Powers of Board	
13 Amend	<p>(a) The Board may exercise all powers and functions delegated to it by the Authority in writing.</p> <p>(b) The Board may access independent, expert advice, at the Authority's expense, as it determines necessary to exercise its powers and functions and satisfy the duties of directors.</p>	<p>(c) New sub-Rule suggested: This is a standard clause and a right of directors under many relevant Acts, eg Corps Act 2001, Tas GBE/SOC Acts etc. It should be clear in our Rules as well.</p>
	Delegations	
14 Amend	<p>Except for the power under Rule 12(a) and as provided in Rule 213(b), the Authority may delegate to the Authority Chair, Board or Secretary, with or without conditions, any of the functions and powers that are within the power of the Authority (including any specified power of on-delegation of those functions and powers) and are not by these Rules or by legislation directed or required to be exercised or done by the Authority in General Meeting.</p>	<p>At present, the Authority cannot delegate to anyone except the Board. From time to time this has been necessary for administrative or time convenience (eg, "Chair to negotiate with new directors within agreed boundaries..."). Capacity to do this should be properly formalised.</p> <p>From time to time, some delegation to Secretary for administrative tasks would be useful, eg approval of directors' expenses.</p> <p>NOTE: JA has approved a Delegations Policy which controls how delegations are to be exercised, reported etc. Applies to the Authority, Board, CEO, others....</p>



15 Amend	<p>The Board may delegate to the Chief Executive Officer, an individual director, a committee of the Board or the Board Secretary, with or without conditions:</p> <p>(a) any of the functions and powers delegated to it by the Authority in writing (including any specified power of on-delegation of those functions and powers); and</p> <p>(b) any of the functions and powers conferred upon it under these Rules.</p>	<ul style="list-style-type: none"> It is quite common in most Constitutions (or equivalent) for the Board to be able to delegate to a range of recognised positions. This doesn't mean they have to – simply that they can. Many Constitutions (and under Corps Act 2001) allow delegation to “any other person” as well, but that was considered unnecessary for the Authority. <p>Note: delegation to Board Secretary is <i>in that role</i>, rather than the Authority Secretary in that role. It could raise serious conflict if the Board had the capacity to delegate to the Authority Secretary in that capacity.</p>
	<p>Membership of Authority - Representatives</p> <p>Amend Rule 69</p> <p>Current Rule 69: Representatives and Proxies are not entitled to any remuneration from the Authority.</p> <p>AMENDMENT: 69(a) Notwithstanding Rule 65, Representatives, on the advice of the Secretary, may approve the payment of remuneration for the role of Authority Chair.</p> <p>69(b) If Representatives approve any payment under Rule 69(a), the decision will be recorded in the minutes of the general meeting at which it was approved and the Secretary will advise Participating Councils in the Quarterly Report to Participating Councils.</p> <p>69(c) Any payments approved under Rule 69(a) will not be paid to any Council employee appointed or acting temporarily as the Authority Chair.</p> <p>-----</p> <p>REFERENCE: Current Rule 65</p>	<p>AIM: Allow payment of allowances or fees. Reason for amendment: the often considerable extra effort required by Chair compared to other Reps/Proxies. This was originally raised in late 2020 by a PC Representative (now former Representative)</p> <p>Remuneration could be an allowance, sitting fee or similar.</p> <p>There has been assumption that LGA doesn't allow payment to Councillors/Alderman as Representatives, however CCC's appointed director to C Cell Pty Ltd is paid a director's fee. Initially this fee was paid to CCC, but CCC subsequently approved this to be paid to the director personally.</p>

	<i>No Representative or Proxy may be a Director or hold any remunerated position with the Authority.</i>	
	Membership of the Board	
R73 Amend	<p>The Authority shall, in the appointment of the Board Chair and other Directors, take into account the powers, functions and responsibilities of the Board and shall appoint persons who collectively have the skills and expertise to carry out those powers, functions and responsibilities, drawn from persons with expertise and/or experience in one or more of the following relevant fields:</p> <ul style="list-style-type: none"> (a) financial management, business management and administration; (b) civil or mechanical engineering, project management or related disciplines; (c) waste management; (d) transport; and/or (e) environmental management; (f) any other fields relevant to the business, strategy or Principal Objectives and Goals of the Authority 	AIM: keep pace with the future needs of the Authority, especially if it considered appointing a permanent fifth director
	Annual General Meeting of the Authority	
R98(e) Amend	<p>The AGM is to:</p> <p>.....</p> <p>(e) receive the Strategic and Business Plans.</p>	Purpose and value of the original Rule has been unclear: by the time of the AGM, the Authority has already the Strategic Plan and Business Plan in June AND issued to PCs and the plans have been in action for almost 5 months....
	Meetings of the Board	
R103 Amend	<p>The Board shall meet at such times and places,....,as often as is necessary to properly discharge its responsibilities under these Rules, and shall meet at least quarterly in each year. ten times in each year.</p>	AIM: to allow the Board and business to determine processes to operate as efficiently and effectively as possible – which may be done better without min 10 times. Responsible Boards under a responsible Chair in a mature business meet as often as needed. The Rules already specify certain activities and reporting that require Board approval or direct oversight.

		Specifying ten times p.a. reduces the incentive to be efficient and diverts operational time of CEO and staff to preparing board papers and attending meetings – that may be more productive elsewhere.
	Attendance	
R121 Amend	<p>CURRENT:</p> <p>(a) The Board Chair shall attend meetings of the Authority and shall provide information as required.</p> <p>(b) The auditor and the Comptroller are entitled to attend General Meetings of the Authority and be heard on any part of the business of the meeting which relates to their responsibilities.</p> <p>ADD:</p> <p>(c) The Authority may request the CEO attend any meeting, or any part of a meeting, of the Authority, and provide information as requested. The request may be a standing invitation.</p>	<p>If the CEO is not <i>obliged</i> to attend, it is reasonable they could be <i>entitled</i> to attend, similar to auditor and Comptroller.</p> <p>The majority of the technical and operational expertise lay with the CEO so attendance is usually of interest to the Authority, even if not essential. Also supports the Board remaining at the strategic level rather than being required to explain the full range of operational activity.</p>
	Resolution in Writing or by Electronic Means	
R151 Amend	<p>AMEND: A resolution of the type referred to in Rule 150 may consist of several documents in the same form, each signed by one or more Representatives or Directors provided the resolution is identically worded.</p>	Good practice to ensure there is no confusion or doubt about what was approved/rejected.
	Part 6 – CEO and Other Employees General Powers and Responsibilities of CEO	
R172 Amend	<p>The Chief Executive Officer is responsible to the Board Chair for the general administration and management of the Authority's business activities and, in particular, for the determination of the number and types of employees and the terms and conditions of employment, consistent with the approved budget. On behalf of the Board, the Board Chair is the primary contact with the Chief Executive Officer.</p>	<p>Typically, the Board collectively is responsible for the CEO's performance, not the Chair individually. To support good HR practice, the Chair is nominated as the main conduit for discussions, communications from Board to CEO etc, but is not intended to be singly responsible for the entire employment relationship or related decision making.</p> <p>As a protection for it and the Chair, the Board should have the option to appoint another director to support the Chair in</p>

		interviews/discussions with CEO when appropriate or when an independent witness might be useful.
R174 Amend	The Chief Executive Officer is to exercise, subject to any conditions imposed , all powers and functions delegated by the Board in writing to be performed by the Chief Executive Officer.	While conditions may be in writing, it should be clear that these are constitutionally required and compliance is obligatory.
R175 Amend	The Chief Executive Officer may delegate any of his or her functions and powers as authorised by the Board, together with any relevant conditions imposed by the Board , to any person that has been appointed to assist the Board in performing and exercising its functions and powers.	CEO should be obliged to pass on any conditions imposed (if applicable) to sub-delegates.
	Particular Responsibilities [of CEO]	
R180 Amend	<p>The CEO shall undertake the following particular responsibilities to the satisfaction of the Board:</p> <p>(a) – (f) ...</p> <p>(g) subject to any relevant policies approved by the Authority or Board, provide public or media statements on matters relating to the organisation;</p> <p>(h) – (m)</p> <p>(n) adhere to all policies and procedures including those in relation to environment, Wwork Hhealth and Ssafety and administration;</p> <p>(o) – (p) ...</p> <p>(q) in conjunction with the Secretary, provide induction training for newly appointed Representatives, Proxies and Directors;</p> <p>(r) report to the Board on operations and performance against the Business Plan and Strategic Plan in general terms and on specific current initiatives; and</p> <p>(s) ...</p>	<p>(g) aims to provide scope for the Authority Chair to speak on agreed matters (eg political or membership matters) and the Board Chair to speak in the absence of CEO or on agreed matters. Policy for this is on the Board's agenda...</p> <p>(n) should be required to adhere to ALL applicable policies...full stop., Separating out administration policies is unnecessary. P.S. When used in full, WHS does not need to be capitalised.</p> <p>(q) typically this would be part of Secretary's role but shared arrangement is most practical to separate out Authority/governance/ membership matters from strategic, operational and other matters.</p> <p>(r) peculiar that reporting against Strategic Plan is not listed, even though Business Plan is based on Strategic Plan....</p>

	Strategic and Business Plans	
R185 Amend	If a current, enforceable waste services contract that includes the calculation of gate fees for the next financial year has not been agreed between the Authority and each Member, the Chief Executive Officer shall provide the draft budget to Members before 31 March in each year for information, comment and feedback prior to the preparation of the final Business Plan for submission to the Board.	<p>The current Rule pre-dates waste contracts with PCs. The original purpose was to provide PCs with information on their gate fees for the coming financial year and to allow them to budget accordingly. Now waste contracts – with gate fee calculations - exist, the need to provide draft Budget to PCs is redundant.</p> <p>Due to the February timing, this requirement provides PCs with information that the Board has not seen.</p> <p>In recent years, there has been no feedback from PC GMs, making the process a waste of everyone's time.</p> <p>The proposed amendment allows for contracts to take precedence over the need for a draft Budget, but provides a fallback position/safeguard for PCs if no waste agreement is in place.</p>
R186 Amend	If a draft budget is provided to Members under Rule 185 and comments are subsequently provided from Members, Following receipt of any comments from Members, the Chief Executive Officer shall, if necessary, revise the draft Business Plan and shall present the revised Business Plan to the Board for consideration.	Amendment required if Rule 185 is changed as above.
	Quarterly and Other Reports - Quarterly Report to Authority	
R193 Amend	<p>The Chief Executive Officer is to provide the Board with a quarterly report which includes, in relation to the Authority:</p> <ul style="list-style-type: none"> (a) A report on general performance; (b) A report on financial performance; (c) a statement on statutory, and environmental and contractual compliance; (d) a report on performance in meeting the Principal Objectives and Goals; (e) a report on performance under its Business Plan; and 	If Rules 198 and 200 are deleted, minor amendment to R193 would cover the gap.

	(f) a report on any matters specifically identified by the Authority or significant issues arising from delegated functions.	
	Quarterly and Other Reports - Compliance with Statutory Requirements	
R198 Delete	The Chief Executive Officer, in April of each financial year, shall provide a report on compliance in the preceding financial year with statutory requirements, including performance in meeting stated functions and objectives. -----	<ul style="list-style-type: none"> • R193 (see below) specifies the content of the Quarterly Report that the CEO is to provide to the Board and the Board then provides to Authority. It includes a statement of statutory and environmental compliance. • This makes R198 redundant and duplicated effort for no benefit. • Once p.a. is not timely – so does not add any value • It is the role of the Board (common law and under SWS Board Charter) is to ensure statutory and other compliance and this is also an area of focus in the Audit & Risk Committee's charter. It is also a periodic area under the internal audit program.
	Quarterly and Other Report – Contractual Obligations	
R200 Delete	The Board, in April of each financial year, shall review the Authority's compliance with its contractual obligations, with a subsequent report by the Authority to Members on compliance.	<ul style="list-style-type: none"> • While contractual obligations are not referred to in the Quarterly Report, they could be added simply. • This area is also a fundamental part of the Board's role, with a focus of Audit & Risk Committee's scope. Also subject to internal audit from time to time. Also, covered in Risk Register as fundamental to the business. • Rule 199 – also in this section – relates to the CEO being obliged to adhere to the Authority's negotiating parameters. This should be retained

12.0 ENGINEERING & REGULATORY SERVICES

12.1 [^] SOUTHERN TASMANIA REGIONAL CAT MANAGEMENT STRATEGY 2021-2026

RECOMMENDATION

“That Council endorse the Southern Tasmania Regional Cat Management Strategy 2021 – 2026 (Attachment 1) and advise the Regional Cat Management Coordinator for the Southern Region of its resolution.”

Introduction

The Southern Tasmanian Cat Management Strategy 2021-2026 (“the Strategy”) has been developed to provide an aspirational and long-term framework within which partner organisations can voluntarily contribute, collaborate and align cat management efforts within the southern region, towards agreed and shared outcomes. The Strategy:

adopts an opt-in approach which enables all councils and other stakeholders to participate in cat management to the extent that they require and are able to resource, while keeping them aligned with the actions of the other partners in the region.

The Strategy has sought collaboration from a range of partner organisations including the Tasmanian Government (Biosecurity Tasmania and Tasmania Parks and Wildlife Service), Brighton Council, Central Highlands Council, Clarence City Council, Derwent Valley Council, Glamorgan Spring Bay Council, Glenorchy City Council, Hobart City Council, Huon Valley Council, Kingborough Council, Southern Midlands Council, Sorell Council, Tasman Council, the Australian Veterinary Association, RSPCA Tasmania and Ten Lives Cat Centre.

Strategic plan

The Southern Tasmania Cat Management Strategy 2021-2026 aligns with Objective 2: Responsible Stewardship and a Sustainable Organisation. This strategy is a part of regional partnership and engagement of relevant stakeholders in broader natural resource management. The strategy promotes improving community awareness on responsible cat ownership and facilitates restricting stray cats into nature reserves.

The Strategy highlights the Council’s commitment towards sustainable access to natural environment. Improving our natural environment by limiting domestic and stray cats within households greatly helps preserve our natural environment.



Through this strategy Council can promote responsible cat ownership and enhance the understanding of cat management for cat owners and cat breeders.

Annual plan

The proposal will not affect implementation of Council's Annual Plan 2022/2023.

Environmental implications

This report explicitly addresses responsible cat ownership and the impact of cats to our native wildlife. Since cats arrived in Australia in the early 1800s, the combined population of feral and domestic cats has grown to more than 6.5 million and they are now present across 99.9% of the Australian landmass.

Both feral and pet cats continue to have an extensive and harmful impact on Australian fauna. Cats are known to eat over half of Australian mammal species, including 50 threatened species. Nearly half of all Australian bird species have been recorded as being eaten by cats, including 71 threatened species. Cats that roam kill an estimated 714 million vertebrates annually. Most of the killers are pet cats.

Asset management implications

All reserves owned and managed by the Council are covered by the Strategy.

Risk management implications

The *Cat Management Act 2009*, *Biosecurity Act 2019*, *Animal Welfare Act 1993* and the Tasmanian Cat Management Plan 2017-2022 provide the legislative and policy framework to achieve the broad goal of responsible cat ownership and management in Tasmania.

The *Cat Management Act 2009* is the principal legislation for managing domestic and stray cats in Tasmania. The Act aims to improve levels of responsible cat ownership and welfare, provide for effective cat management and reduce the potential negative impacts of cats on the community, agriculture and environment in Tasmania.

Local Government staff who are authorised officers under the *Dog Control Act 2000* are automatically deemed an authorised person under the *Cat Management Act 2009*.

Community implications

One of the major implication of this strategy is to create public awareness and share greater responsibilities towards protecting our fauna. With this endorsement, the



Council will be able to disseminate knowledge from relevant expertise to wider communities and coordinate effectively with relevant stakeholders.

Report:

The Strategy brings together all 12 Local governments, relevant non-government and specialist institutions. The report is the result of wider consensus among scientific communities and land managers acknowledging devastating impacts stray and domestic cats are having to ecosystems. Not only do cats hunt native fauna it also helps to transmit diseases to humans such as toxoplasmosis. Toxoplasmosis also impacts livestock and can cause miscarriage and still-births, particularly in sheep.

Roaming pet cats can cause discord in the community. Many property owners feel frustrated at neighbours' cats being allowed to visit their property uninvited, harass their pets, defecate in sandpits and vegetable gardens, hunt wildlife, create noise disturbances at night and spray on their doorstep.

The Strategy focuses on three major approaches: information sharing, information gathering and active cat management. A major focus area is communication with local communities on responsible cat ownership.

The Strategy acknowledges the fact that cat management is a shared responsibility of individual cat owners, breeders and sellers, state and local government, businesses, the not-for-profit animal welfare sectors and other stakeholders.

The Strategy envisions Southern Tasmania collectively and responsibly managing cats for the benefit of native wildlife, cat welfare, cat owners' wellbeing, community relations, human health and agriculture. There are ten guiding principles of this strategy which primarily focuses on education, communication, information sharing and protection of health and wellbeing of human as well as the natural environment. The Strategy has eight focus areas with potential action plans. The eight focus areas are:

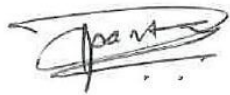
- 1) Increasing education and awareness of responsible cat ownership;
- 2) Protecting significant conservation, commercial and community assets;
- 3) Reducing the stray cat population;
- 4) Uncontrolled cat breeding and welfare concerns;
- 5) Increasing cat management capacity and accessibility to cat management services throughout the region;
- 6) Compliance in relation to the *Cat Management Act 2009*;
- 7) Improved knowledge to better inform cat management; and
- 8) Strategic governance and resourcing.



Adoption of this Strategy is appropriate to ensure that Council remains informed and up to date with cat management activities and to allow for future consideration of cat management activities subject to community expectation and budget. Sorell Council has been progressive in cat management through declaring the Dodges Ferry Recreation Reserve as Cat prohibited area. This adoption will further strengthen our priorities to protection of native wildlife.

Conclusion

In considering the principles and scope of the Strategy, it is recommended it be endorsed with conditions of voluntary application when resources are available.



Dibas Panta
NRM Facilitator

Date: 25 July 2022

Attachments (33) - Southern Tasmania - Regional Cat Management Strategy
(2021-2026)



SOUTHERN TASMANIA

REGIONAL CAT MANAGEMENT STRATEGY

(2021-2026)



AGENDA
ORDINARY COUNCIL MEETING
20 SEPTEMBER 2022

SOUTHERN TASMANIA

REGIONAL CAT MANAGEMENT STRATEGY

(2021-2026)

**Prepared by the Southern Cat Management Coordinator
in collaboration with:**

- ▶ Brighton Council,
- ▶ Central Highlands Council,
- ▶ Clarence City Council,
- ▶ Derwent Valley Council,
- ▶ Glamorgan Spring Bay Council,
- ▶ Glenorchy City Council,
- ▶ Hobart City Council,
- ▶ Huon Valley Council,
- ▶ Kingborough Council,
- ▶ Southern Midlands Council,
- ▶ Sorell Council,
- ▶ Tasman Council,
- ▶ Australian Veterinary Association,
- ▶ RSPCA Tasmania,
- ▶ Ten Lives Cat Centre,
- ▶ Biosecurity Tasmania- Department of Primary Industries, Parks, Water and Environment, and
- ▶ Tasmania Parks and Wildlife Service - Department of Primary Industries, Parks, Water and Environment

02



AGENDA
ORDINARY COUNCIL MEETING
20 SEPTEMBER 2022

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1. Introduction

The Southern Tasmanian Cat Management Strategy 2021-2026 (the Strategy) has been developed to provide an aspirational and long-term framework within which partner organisations can voluntarily contribute, collaborate and align cat management efforts within the southern region, towards agreed and shared outcomes.

The Strategy has sought collaboration from a range of partner organisations including the Tasmanian Government (Biosecurity Tasmania and Tasmania Parks and Wildlife Service), Brighton Council, Central Highlands Council, Clarence City Council, Derwent Valley Council, Glamorgan Spring Bay Council, Glenorchy City Council, Hobart City Council, Huon Valley Council, Kingborough Council, Southern Midlands Council, Sorell Council, Tasman Council, the Australian Veterinary Association, RSPCA Tasmania and Ten Lives Cat Centre.

Cats are an integral part of Tasmanian society as beloved pets; they are highly valued companions and studies have shown that owning a cat can be good for the health of the owner. However, cats also pose a threat to Tasmanian native wildlife, agriculture and communities through predation, spread of disease and creation of nuisance. Cats and their impacts will continue to be an issue which require management. Tasmanians are increasingly recognising the negative impacts that cats can have and there is growing community expectation that all levels of Government will participate in cat management.

How to use this Regional Cat Management Strategy

The Strategy recognises that the twelve councils and other key stakeholders of the southern region will have different priorities, capabilities, and resources for cat management. The Strategy adopts an opt-in approach which enables all councils and other stakeholders to participate in cat management to the extent that they require and are able to resource, while keeping them aligned with the actions of the other partners in the region.

The Strategy sets out eight areas of focus for Southern Tasmania, and highlights actions that can be undertaken by individual organisations, as well as collaborative region wide initiatives. Collaboration across the region will improve efficiency, consistency and reduce costs of cat management.

The actions identified in the Strategy largely consist of three approaches: information sharing, information gathering and active cat management. The majority of the actions relate to information sharing and information gathering. This includes key actions such as providing educational information to the public on responsible cat ownership and collecting data so that organisations involved in cat management have access to essential information which will help inform management decisions and approaches.

The three key focuses emerging from the Strategy which relate to active cat management include: identification and use of best practice cat management techniques when undertaking cat management programs, increasing accessibility to cat management facility services across the region and progress on a collaborative and proactive approach to addressing cat hoarding situations. The Strategy is a high-level document which identifies actions which need to be taken, however,

several of the actions are significant projects which will require further scoping and planning outside of this Strategy.

The Strategy is designed to help participants to identify their chosen priority actions, and consideration will need to be given to the resourcing required to deliver those actions.

Support for the Strategy's implementation exists from the Regional Cat Management Coordinator and many of the actions are already underway in some councils with resources and support available from the Regional Cat Management Coordinator through TassieCat.

Why do we need to manage cats better?

A paper released in 2020 estimates that in Australia 390 million animals are killed by domestic cats annually, of which, 241 million are native. A roaming pet cat kills an average of 186 animals a year, of which, 115 are native, and because of their unnaturally high densities in urban areas, they exert a predation pressure that is 30-50 times higher per square kilometre than that of feral cats (Legge *et al.* 2020). The result is that millions of native animals are killed in Tasmania each year by pet cats, in addition to the impacts of stray and feral cats.

These numbers do not include the death of native animals through the transmission of toxoplasmosis, a disease for which cats are the primary host. Toxoplasmosis also impacts livestock and can cause miscarriage and still-births, particularly in sheep. The cost of toxoplasmosis to the agricultural industry in Tasmania is estimated to be \$1.7 million annually (Department of Primary Industries, Parks, Water and Environment 2015). Toxoplasmosis can also cause miscarriage in pregnant women and severe illness for those with low immunity. It is estimated that around 40% of domestic cats carry toxoplasmosis (Sumner & Ackland 1999). A roaming domestic cat is much more likely to contract and spread the disease, than a contained cat.

Roaming pet cats can cause discord in the community. Many property owners feel frustrated at neighbours' cats being allowed to visit their property uninvited, harass their pets, defecate in sandpits and vegetable gardens, hunt wildlife, create noise disturbances at night and spray on their doorstep. Domestic cats in Australia have been found to roam significant distances, with an average home-range of 1 hectare, and in some cases up to 31 hectares (Roetman *et al.* 2017).

However, cats also bring a lot of joy and companionship to their owners, and this role they play in the community is highly valued. For all of these reasons, the topic of cats and cat management can be a difficult and emotive one.

Cat management is complicated further by the ecological characteristics of the cat. Cats are highly adaptable, widespread, can reproduce at an early age and are a cautious species making them difficult to trap and manage. To ensure cat management is successful and sustainable over the long-term many on-ground actions are required to be ongoing and this can become expensive. Despite these challenges, this Strategy provides participants with practical actions they can take to achieve the goals of responsible cat ownership and best practice cat management.

Background

In 2018 the State Government funded three Regional Cat Management Coordinators to help progress cat management in Tasmania; the Southern Regional Cat Management Coordinator works across the twelve southern Tasmanian council areas. The Regional Coordinators developed TassieCat

which is a state-wide community focused education initiative, designed to educate cat owners about responsible cat ownership.

The Southern Cat Management Working Group which includes representatives from the majority of southern councils and other key stakeholders such as the Australian Veterinary Association, cat management facilities and the State Government was formed to develop a collective view on better ways to manage cats. The Working Group works to identify shared cat management challenges, possible solutions and priorities across the region. Information and discussions from the Working Group meetings have informed the development of this Strategy. The Working Group has also acted as distribution point for key educational materials produced by TassieCat including the TassieCat website, booklets, social media, and videos which promote responsible cat ownership.



2. Vision and guiding principles

Vision

To see Southern Tasmania collectively and responsibly managing cats for the benefit of native wildlife, cat welfare, cat owners' wellbeing, community relations, human health, and agriculture.

Guiding principles

- ▶ The best outcomes result from working in collaboration; everyone has a role to play in responsible cat ownership and management.
- ▶ Responsible cat ownership is highly valued.
- ▶ Cat management and education should be proactive.
- ▶ Animal welfare is a primary management consideration.
- ▶ Domestic pet cats can contribute to the mental health and wellbeing of their owners.
- ▶ The needs of cat owners must be balanced against the impacts of cats.
- ▶ Management actions should be based on best practice.
- ▶ Significant assets must be protected from the impacts of cats.
- ▶ Cat management will require continued resourcing and assessment at all levels.
- ▶ Ongoing research is needed to best inform management.

Managing cats is a shared responsibility across many parts of the community including individual cat owners, breeders and sellers, State and Local Government, businesses, the not-for-profit animal welfare sector and others. Everyone has a role to play and by working together in a planned way, cats can continue to contribute to our quality of life with minimal impact on the environment, commercial enterprises, and others in the community.

3. Scope

Categories of cats

All cats in Tasmania are the same species (*Felis catus*) and are often conveniently categorised as domestic, stray or feral. In this Strategy the definitions from the Tasmanian Cat Management Plan apply:

- ▶ Domestic cats (or pet cats) are those which are identifiable as owned; most of their needs are supplied by their owners. They may roam beyond their owner's property, including into bush and park land, but they spend most of their time with a specific person/family/property.
- ▶ Stray cats are those found in and around cities, towns and rural properties; they may depend on some resources provided by humans but have no identifiable owner.
- ▶ Feral cats are those that live and reproduce in the wild, largely or entirely removed from humans, and survive by hunting or scavenging; none of their needs are satisfied intentionally by humans.

This Strategy focuses on domestic and stray cats in and near settled areas which are managed under the *Cat Management Act 2009* (the Act). Feral cat management sits outside the scope of the Strategy which is focused primarily on domestic cat management working with councils.

The Strategy recognises the significant role feral cat management plays in broader cat management, including efforts by primary producers and conservation land managers. There is overlap and a strong connection between the different categories of cats (domestic, stray and feral); domestic cats can move in to the stray cat population when they become lost or are abandoned, stray cats can become domestic if they are taken in by people and their needs are provided for, stray cats can become feral cats when a litter of kittens is born away from humans and they are unsocialised. Undoubtedly there is scope for stakeholders to collaborate on projects which cross into feral cat management, however, domestic and stray cats are the primary focus of this Strategy.

There is no reliable data on the number of domestic or stray cats in Southern Tasmania but national data from research by Animal Medicines Australia found that around 27% of households have cats, with an average of 1.4 cats kept per household (Animal Medicines Australia 2019). With an estimated 106,000 households, this equates to approximately 40,000 pet cats living in the southern region.

Legislation

The *Cat Management Act 2009*, *Biosecurity Act 2019*, *Animal Welfare Act 1993* and the *Tasmanian Cat Management Plan 2017-2022* provide the legislative and policy framework to achieve the broad goal of responsible cat ownership and management in Tasmania.

The *Cat Management Act 2009* is the principal legislation for managing domestic and stray cats in Tasmania. The Act aims to improve levels of responsible cat ownership and welfare, provide for effective cat management and reduce the potential negative impacts of cats on the community, agriculture and environment in Tasmania.

Feral cats are managed under the *Biosecurity Act 2019* as a biosecurity risk or impact, and industry, landowners, community or government can develop an approved biosecurity program for their control.

The *Animal Welfare Act 1993* protects the welfare of all animals, and any person who has the care or charge of an animal is bound by this Act and has a duty of care in relation to the welfare of the animal.

Both Local and State Government employ staff who are authorised under the *Cat Management Act 2009*. Authorised officers under the *Dog Control Act 2000* are automatically deemed an authorised person under the *Cat Management Act 2009*, as are those authorised under the *Animal Welfare Act 1993*, such as RSPCA inspectors.

Tasmanian Cat Management Plan

The Department of Primary Industries, Parks, Water and Environment (DPIPWE), with the support of the Cat Management Reference Group developed the *Tasmanian Cat Management Plan 2017-2022*, which is a comprehensive and collaborative state-wide approach to managing cats. It is built around seven objectives including increasing responsible pet cat ownership practices and community awareness around cat management, use of best practice techniques in relation to cat management, research and minimising the impact of cats on important conservation and agricultural assets. This Strategy is working towards contributing to many of the objectives outlined in the Plan.

Region

The southern region, for the purposes of this Strategy, covers 12 municipalities: Brighton, Central Highlands, Clarence, Derwent Valley, Glamorgan Spring Bay, Glenorchy, Hobart, Huon Valley, Kingborough, Southern Midlands, Sorell and Tasman. More than 275,000 people live in the southern region in major urban areas in Hobart and surrounds and many smaller towns servicing a diversity of rural and coastal communities.



4. Governance

This Strategy has been developed in the recognition that each participating organisation has different skills, knowledge, resources, priorities and responsibilities and that implementation roles need to be voluntary and flexible at the local level, while still achieving the vision and desired outcomes of the Strategy.

Ideally the Southern Regional Cat Management Coordinator will work with the Southern Cat Management Working Group to deliver the Strategy. The Cat Management Working Group meets several times a year and can act as a key mechanism in the delivery of the Strategy, including allowing for further detailed planning and implementation. However, if the Coordinator or Working Group are not operating, the Strategy provides direction for each stakeholder to be able to focus their cat management actions.

The Strategy is divided up into region-wide initiatives, and initiatives which individual organisations can implement. The individual initiatives allow participants to prioritise and plan for their own organisations and municipalities, while the region wide initiatives will require collaboration and resource sharing to deliver.

Progress of the Strategy should be reviewed jointly by Strategy participants annually and the Strategy updated every five years or if the *Cat Management Act 2009* is amended.

5. Areas of focus

The primary cat management issues for Southern Tasmania to be addressed by this Strategy include:

- 1) Increasing education and awareness of responsible cat ownership
- 2) Protecting significant conservation, commercial and community assets
- 3) Reducing the stray cat population
- 4) Uncontrolled cat breeding and welfare concerns
- 5) Increasing cat management capacity and accessibility to cat management services throughout the region
- 6) Compliance in relation to the *Cat Management Act 2009*
- 7) Improved knowledge to better inform cat management
- 8) Strategic governance and resourcing

For each of the primary cat management areas of focus the Strategy identifies:

- ▶ essential background information (where are we now?)
- ▶ long-term desired outcome (where do we want to be?)
- ▶ an action plan to work towards achieving the desired outcome including:
 - proposed timeframe— short term [first year], medium term [2-3 years] and long term [4-5 years]
 - priority - including high, medium and low
 - and which of the key participant/s can deliver the action.

The Action Plan is divided into two sections, one for initiatives which individual organisations can implement, and one for region wide initiatives (how are we going to get there?), and

- ▶ performance indicators including targets and performance measures where possible (how will we know we are on track?)

There is little Tasmanian baseline data in relation to cat ownership practices, cat numbers and management, consequently, a focus of this Strategy is on gathering data before significant goals can be set. A report will need to be developed compiling the baseline data this Strategy will use to measure its performance indicators.

5.1 Increasing education and awareness of responsible cat ownership

Background

A vital part of successfully managing cats relies on responsible cat ownership. More education needs to be undertaken to promote the benefits of desexing and microchipping to the general public. Desexing is essential to reduce the number of unexpected and unwanted kittens which often overwhelm cat management facilities and shelters during summer. In 2019 over 6,250 cats passed through cat management facilities and shelters in Tasmania. Promoting microchipping is also key as it significantly increases the chances of a lost pet cat being reunited with their owner.

Containment of pet cats to the owner's property prevents cats from roaming and improves their wellbeing, whilst preventing them from killing Tasmania's native wildlife or becoming a nuisance to their neighbours. One of the most regular complaints that Local and State Government receive in relation to cats is about nuisance caused by roaming cats.

The types of nuisance reported:

- ▶ Trespassing on property
- ▶ Defecating and urinating on property
- ▶ Attacking other pets including cats, rabbits, birds, dogs, chickens, and ducks
- ▶ Killing native wildlife
- ▶ Fighting at night and the noise affecting sleep of household members
- ▶ A dog defending its property against a visiting cat, resulting in the cat being injured or killed
- ▶ Dog barking as a result of visiting cat's presence
- ▶ Risk of spreading toxoplasmosis through cat faeces in vegetable gardens and sandpits

Complaints about nuisance caused by pet cats can be complicated and very difficult to resolve. Containment to private property is expected for other domestic pets and is considered best practice when keeping cats, however it is not required under the *Cat Management Act 2009*. The Act does however provide for the protection of private property from stray and roaming cats. The Act permits landholders to trap a cat found on their private property providing the cat is either returned to its owner or taken to a cat management facility.

The most common reasons that cat owners cite for not practicing containment centre around ideas that cats need to wander to be happy and healthy; that there is a low risk of harm to cats when they roam; and that it is difficult to contain cats. However, vets and cat behaviourists agree that roaming increases the risk of injuries and disease transmission, and that cats can live happily at home if their needs are provided for. Education is needed to assist people in setting up containment solutions, transitioning roaming pet cats to staying safe at home, as well as how to best provide for their cat's needs, including environmental enrichment and identifying and managing behaviour issues.

Key components of responsible cat ownership include:

- ▶ Desexing cats by four months of age. 'Early-age desexing', which is the desexing of kittens between two to three months of age, should be encouraged because cats can become pregnant as early as

four months of age. Early-age desexing is practiced by most large Australian animal shelters and an increasing number of veterinarians.

- ▶ Microchipping cats by four months of age and ensuring contact details are always kept current with the microchip registry, as well as visible identification through collar and tag.
- ▶ Keeping cats safe at home (containment).
- ▶ Ensuring the mental and physical wellbeing of each cat.
- ▶ Not keeping more than four cats without a permit (once legislation comes into effect early in 2022).
- ▶ Routine health checks and vaccinations by a veterinarian.
- ▶ Emergency planning for a pet cat in the event of an emergency, such as a natural disaster.
- ▶ Surrendering unwanted cats and kittens to a cat management facility (not dumping them).
- ▶ Not feeding stray cats or making food available for them.

Desired outcome

For all cat owners to understand and practice responsible cat ownership.

Action Plan

Individual council and organisation action plan

Action	Timeframe	Priority	Participants	Notes
5.1.1 Provide educational information and promote responsible cat ownership to the public, using consistent messages, via: <ul style="list-style-type: none"> • Website • Social media • Booklets • Video • Print media (newsletters/articles) • Presentations 	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Veterinary clinics • Cat management facilities 	TassieCat materials available online and hardcopy- factsheets, booklets, videos, social media, posters, magnets, stickers, postcards, website
5.1.2 Use available materials when responding to public enquiries and providing advice about cat related queries (e.g. legislation, nuisance, responsible ownership, stray cats etc.).	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities 	TassieCat factsheets and <i>FAQ guide to handling cat-related queries from the public</i> available
5.1.3 Promote legislation and requirements of the <i>Cat Management Act 2009</i> on website and front counter.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	TassieCat brochure available DPIPWE website
5.1.4 Keep cat related enquiry register.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities 	Register to include number and nature of enquiries/complaints, including nuisance, stray cats, legislation, hoarding etc. This information can then be used to conduct targeted education programs in the future. Action linked to 5.3.2, 5.4.2, 5.7.1

Individual council and organisation action plan

Action	Timeframe	Priority	Participants	Notes
5.1.5 Educate people about the problems of feeding stray cats, having un-desexed cats and abandonment of unwanted cats and advocate the use of cat management facilities.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	Information available from TassieCat and cat management facilities
5.1.6 Promote EduCat to schools.	Short term Ongoing	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	Existing education program delivered in schools by Ten Lives Cat Centre
5.1.7 Remind veterinary surgeons that from 1 March 2022, all cats over the age of four months must be microchipped and desexed, unless a vet certified that it would adversely affect the health or welfare of the cat.	Short term Ongoing	Medium	<ul style="list-style-type: none"> • Australian Veterinary Association • State Government 	
5.1.8 Disseminate humane trapping advice to members of the public who are considering trapping.	Short term Ongoing	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities 	<p>Cat trapping guidelines available from TassieCat and Ten Lives Cat Centre</p> <p>Action linked to 5.6.4</p>
5.1.9 Work with and encourage relevant stakeholders to participate in the promotion of responsible cat ownership.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	<p>E.g. veterinarians, breeders, shelters, wildlife & landcare organisations, community groups, online pet sales platforms, pet shops and local media.</p> <p>Materials available from TassieCat online and hardcopy-factsheets, booklets, videos, social media, posters, magnets, stickers, postcards, website</p>
5.1.10 Identify barriers to responsible cat ownership in the community and explore strategies to overcome these (e.g. affordability, awareness, geographic isolation).	Medium term	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities 	TassieCat can provide some information, Ten Lives Cat Centre may provide additional information, and localised surveys could be conducted
5.1.11 Undertake localised community consultation on cat management to determine what issues the community perceive there to be in relation to cats (e.g. presence of stray cats, nuisance, feeding of stray cats etc.) and what steps the community would like to see undertaken.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> • Councils 	
5.1.12 Investigate the feasibility of subsidised desexing and/or microchipping program in targeted areas.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	

Individual council and organisation action plan

Action	Timeframe	Priority	Participants	Notes
5.1.13 Organise local community engagement event/s (e.g. cat expo promoting responsible cat ownership showcasing cat enclosure designs/ options) and participate in existing community events (e.g. school fairs, local festivals).	Medium term Ongoing	Low	<ul style="list-style-type: none"> Councils Cat management facilities Veterinary clinics 	
5.1.14 Educate residents about steps to take in relation to their pet cat in the event of an emergency, such as natural disaster.	Medium term Ongoing	Low	<ul style="list-style-type: none"> Councils State Government Cat management facilities Veterinary clinics 	
5.1.15 Work with local agencies to refine a process for handling the care of pets in emergency situations.	Medium term Ongoing	Low	<ul style="list-style-type: none"> Councils State Government Cat management facilities Veterinary clinics 	

Region-wide initiatives

Action	Timeframe	Priority	Participants	Notes
5.1.16 Assess the potential success and viability of mandatory cat registration (region or state-wide).	Medium term	Low	<ul style="list-style-type: none"> Councils State Government 	Refer to Dogs and Cats Online (Government of South Australia) for information

Performance indicators

- ▶ Increase in responsible cat ownership behaviours (desexing, microchipping, containment) by cat owners.
- ▶ Responsible cat ownership information available on all Strategy participants' websites and in foyers.
- ▶ Visitation to the TassieCat and relevant stakeholder webpages (e.g. council).
- ▶ Data collection undertaken by Strategy participants.
- ▶ Appropriate information on trapping provided by Strategy participants to the general public.
- ▶ Number of events organised or attended by Strategy participants with information available on responsible cat ownership.
- ▶ Levels of community engagement and consultation by Strategy participants in relation to cat ownership and management.
- ▶ Number of programs supporting microchipping and/or desexing.
- ▶ Number of councils with processes in place for managing pet cats in case of emergency.

5.2 Protecting significant conservation, commercial and community assets

Background

Southern Tasmania contains many significant conservation, commercial and community assets that are impacted by domestic and stray roaming cats and may require specific cat management attention. These assets include:

- ▶ Areas of high environmental significance such as national parks, conservation reserves and other natural wildlife habitat areas that are home to native animals which are at risk from predation by cats and the spread of toxoplasmosis from cats.
- ▶ Valuable commercial assets such as agricultural areas with livestock, and aquaculture and abattoir operations. Livestock (particularly sheep) are susceptible to cat-borne disease, and operations such as aquaculture and abattoirs can be impacted by hygiene issues when cats congregate in an area.
- ▶ Community assets such as entertainment precincts (playgrounds, parks, BBQ areas), shops and built up areas, waste management facilities, and primary tourist attractions, which are at risk of nuisance and hygiene impacts from cats.

The *Cat Management Act 2009* permits a person to trap a cat on their private property provided any cat trapped is returned to its owner; or taken to a cat management facility.

A cat found on private land that is more than 1 km from a place of residence; or on land used for primary production or a production premises such as an abattoir or aquaculture business, may be returned to its owner; taken to a cat management facility; or humanely destroyed.

The Act allows for cat management action (includes trap; seize, detain) to be undertaken by an authorised officer in a prohibited area which includes:

- ▶ any area of land that is managed by a public authority, or Agency within the meaning of the *State Service Act 2000*, and is reserved land¹; and
- ▶ private land that is reserved land.

A cat trapped in a prohibited area by an authorised person may be returned to its owner; or taken to a cat management facility; or humanely destroyed.

The Act provides for Local Government, after consulting with its local community, to declare an area of council-controlled land as a prohibited area; or land within the municipal area of the council to be a cat management area. Cat management action and other measures may be undertaken by persons authorised to act in these areas.

Identifying which areas are a priority for protection from cats in municipalities is a key first step, which can then be followed by cat management activities in these priority areas. Activities could include

¹ Reserved land includes reserved land under the *Nature Conservation Act 2002*; land subject to a conservation covenant under part 5 of the *Nature Conservation Act 2002*; public reserves under the *Crown Lands Act 1976*; permanent timber production zone land under the *Forest Management Act 2013*; and private timber reserves under the *Forestry Practices Act 1985*.

data collection and monitoring to understand cat presence and impacts, community education, designation of prohibited areas or cat management areas, assisted desexing and microchipping events, and, depending on the area, trapping, seizing and humane destruction of cats.

Desired outcome

To have significant conservation, commercial and community assets identified with appropriate strategies developed to mitigate cat related impacts at priority sites.

Action Plan

Individual council and organisation action plan

Action	Timeframe	Priority	Participants	Notes
5.2.1 Provide educational information on cat impacts to the community.	Short term Ongoing	High	<ul style="list-style-type: none"> Councils State Government Cat management facilities Veterinary clinics 	Materials available from TassieCat
5.2.2 Use best practice cat management techniques.	Short term Ongoing	High	<ul style="list-style-type: none"> Councils State Government Cat management facilities 	TassieCat trapping guidelines available Action linked to 5.3.4
5.2.3 Identify significant conservation, commercial and community assets susceptible to impacts from roaming cats.	Medium term	Medium	<ul style="list-style-type: none"> Councils State Government Cat management facilities 	Regional asset classification and prioritisation guidelines can be developed to assist this process
5.2.4 Participate in collaborative cat management programs (council, community, Ten Lives), where there are issues with cats around priority areas.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> Councils State Government Cat management facilities 	Support landowners and managers, community and conservation organisations to actively manage cats within identified priority areas
5.2.5 Establish cat management areas and cat prohibited areas where appropriate. Promote these areas and the reason for their designation (as appropriate) and use as demonstration case studies that promote best practice.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> Councils 	Factsheet and declaration template available from TassieCat
5.2.6 Promote, protect and create habitat for native wildlife as this helps reduce their susceptibility to predation by cats.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> Councils State Government 	Work with NRM groups, Tasmanian Land Conservancy, Landcare Tasmania etc.
5.2.7 Consider council planning options for developments such as new subdivisions adjacent to high value conservation areas	Medium term Ongoing	Medium	<ul style="list-style-type: none"> Councils 	E.g. covenants negotiated with developers to create cat management conditions on properties

Region-wide initiatives

Action	Timeframe	Priority	Participants	Notes
5.2.8 Develop regional guidelines for the classification of conservation, commercial and community assets that are susceptible to impacts from roaming cats.	Short term	High	<ul style="list-style-type: none"> Councils State Government Cat management facilities 	Consider development of guidelines at a state-wide level to ensure consistency

Performance indicators

- ▶ Regional guidelines for the classification and prioritisation of priority assets created.
- ▶ Asset protection planning undertaken by Strategy participants and maps of priority assets created for municipalities.
- ▶ Number of partnerships between Strategy participants and other stakeholders working on cat management programs in priority areas.
- ▶ Number of programs underway by Strategy participants to manage cats in relation to priority assets.

5.3 Reducing the stray cat population

Background

Stray cats, found in and around cities, towns and rural properties may depend on some resources provided by humans but have no identifiable owner. Generally undesexed, the stray cat population can breed quickly and while potentially well-intended, members of the community feed these unowned cats which can increase their numbers rapidly and significantly, and compound impacts on wildlife and neighbours. Pet cats can also become stray cats when they are abandoned by their owners. Stray cats can interact with and ultimately, add to, the feral cat population.

Stray cat populations are difficult to manage. Sporadic and non-targeted trapping will not have a long-term beneficial effect because more stray cats are likely to repopulate the area (Lazenby *et al.* 2014) and continue breeding. For this reason, stray cat management should be ongoing, strategic and multi-faceted.

Desired outcome

To reduce the stray cat population and maintain it at a low level, using best practice cat management techniques.

Action Plan

Individual council and organisation action plan

Action	Timeframe	Priority	Participants	Notes
5.3.1 Provide educational information to the community to reduce feeding of stray cats.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	Materials available from TassieCat
5.3.2 Keep cat-related enquiry register to identify stray cat hotspots.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • Cat management facilities 	Action linked to 5.1.4, 5.4.2, 5.7.1
5.3.3 Use council, cat management facility and cat shelter data to identify stray cat problem areas locally.	Medium term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	Focus on these areas for education and targeted programs
5.3.4 Use best practice cat management techniques.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities 	TassieCat trapping guidelines available Action linked to 5.2.2
5.3.5 Encourage people to use cat management facilities when they have an unwanted cat or a cat they can no longer care for, to reduce abandonment.	Short term Ongoing	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	Materials available from TassieCat and cat management facilities

Individual council and organisation action plan

Action	Timeframe	Priority	Participants	Notes
5.3.6 Provide advice on dealing with cat behavioural issues to reduce the need for surrender of cats.	Short term Ongoing	Medium	<ul style="list-style-type: none"> • Cat management facilities • Veterinary clinics 	Materials available from TassieCat
5.3.7 Inform the public about the requirements of the <i>Cat Management Act 2009</i> and <i>Animal Welfare Act 1993</i> ; it is illegal to abandon cats.	Short term Ongoing	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities 	Materials available from TassieCat
5.3.8 Participate in collaborative cat management programs (council, community, Ten Lives Cat Centre), where there are issues with stray cats.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	

Region-wide initiatives

Action	Timeframe	Priority	Participants	Notes
5.3.9 Work collaboratively to identify potential partners, locations and arrangements for increased access to cat management services across the region to facilitate cat management programs.	Medium term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	Linked to action 5.5.5
5.3.10 Develop best practice stray cat management guidelines.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	In consultation with experts, investigate options to address the stray cat population and identify when trapping or other management techniques could be used effectively and sustainably

Performance indicators

- ▶ Data collection undertaken by Strategy participants in relation to stray cat complaints and feeding of stray cats.
- ▶ Identify stray cat hotspot areas in the southern region.
- ▶ Number of cat management programs undertaken by Strategy participants in stray cat hotspot areas.
- ▶ A reduction in stray cat issues in hot spot areas where cat management programs have been undertaken.

5.4 Uncontrolled cat breeding and welfare concerns

Background

The breeding of cats by unregistered breeders is an offence under the *Cat Management Act 2009*. From early 2022 the Act requires a person who wishes to breed a cat to be either a member of a cat organisation or hold a permit to breed a cat. From early 2022 there will also be a limit of four cats allowed to be kept on a property without a permit (exclusions will apply to registered cat breeders; holders of a cat breeding permit; vet practices; cat boarding facilities; cat management facilities and their foster carers).

Without suitable management, keeping a large number of cats on a single property can compromise cat welfare, impact on native wildlife and create nuisances, leading to community conflict. Cat hoarding is where individuals keep a large number of cats as pets without the ability to properly house or care for them, while at the same time denying this inability and inadvertently compromising the cats' welfare. Extreme situations of cat hoarding require careful management to ensure the welfare of both the cats and people involved. Animal hoarding is a mental health issue. In cases in Southern Tasmania more than 100 cats have been removed from properties, however without appropriate cross-agency support, cat hoarding behaviour is highly likely to reoccur. The cats from these cases are often in poor health and many require euthanasia.

Currently there is no coordinated response to hoarding cases in Southern Tasmania. A collaborative cross agency approach is essential in increasing the effectiveness of any approach, this includes participation by Ten Lives Cat Centre, RSPCA, Local Government, community support services and mental health support.

Desired outcome

For all cat breeding in the region to be only undertaken by registered or permitted breeders and animal welfare standards maintained, including by addressing cat hoarding cases with a coordinated response.

Action Plan

Individual council and organisation action plan

Action	Timeframe	Priority	Participants	Notes
5.4.1 Promote the legislative requirement that only registered breeders are permitted to breed cats.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	Materials available from TassieCat
5.4.2 Keep cat-related enquiry register to identify unregistered cat breeding and hoarding.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government 	Action linked to 5.1.4, 5.3.2, 5.7.1

Individual council and organisation action plan

Action	Timeframe	Priority	Participants	Notes
5.4.3 Liaise with RSPCA on suspected animal cruelty cases where necessary.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • RSPCA • Veterinary clinics 	
5.4.4 Work collaboratively with other key stakeholders in identified cat hoarding situations (RSPCA, Ten Lives, council, community services and mental health services).	Medium term Ongoing	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • RSPCA 	

Region-wide initiatives

Action	Timeframe	Priority	Participants	Notes
5.4.5 Establish a Hoarding and Squalor Working Group. Develop a process for managing cat hoarding and feeding situations involving key stakeholders that is proactive and integrated.	Medium term	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • RSPCA 	

Performance indicators

- Data collection undertaken by Strategy participants in relation to unregistered cat breeding and hoarding complaints.
- Establish a Hoarding and Squalor Working Group with participation from key stakeholders.
- Regional process established by Strategy participants in relation to cat hoarding cases.
- Documented case studies of successful approaches to cat hoarding situations.
- An increase in a collaborative approach undertaken by Strategy participants and other stakeholders for cat hoarding cases.

5.5 Increasing cat management capacity and accessibility to cat management services throughout the region

Background

Responsibility for cat management in Southern Tasmania is shared across many organisations and is often undertaken as part of a broader range of responsibilities. Currently, resources for cat management in each individual organisation and State and Local Government area can be limited and a collaborative approach that makes best use of existing resources and expertise is considered essential. Staff working in animal management, such as council Animal Management Officers, will need additional training over time in relation to cat management.

Currently there is only one cat management facility in Southern Tasmania, Ten Lives Cat Centre, located in Hobart's northern suburbs. Several of the southern council areas are over one hour's drive to Ten Lives Cat Centre, which makes movement of unowned or unwanted cats and kittens challenging for the public, veterinary clinics, and councils.

Cat management facilities can be established to receive stray, lost and surrendered cats. Cat management facilities are approved by the State Government and must meet certain requirements. The *Cat Management Act 2009* provides for cat management facilities to nominate a person, business, or organisation to hold and care for cats on their behalf.

Currently there are also several cat shelters in Southern Tasmania who take in unwanted or unowned cats, however they often reach capacity during kitten season. Southern shelters need to be supported to ensure they are reaching acceptable standards of care for the cats they take in, which will make partnerships between councils and shelters low risk and more appealing.

There are several models which may be used to increase accessibility to cat management services through the region. These options need to be further explored but could utilise short-term cat holding facilities, voluntary carers and transporters, local veterinary clinics or a mobile cat facility which could enable rural and remote communities to access cat management facility services more easily. Potential collaborative cost-sharing arrangements across the region could make such an approach sustainable.

Many veterinary practices currently receive healthy lost or stray cats from the community which they temporarily house and attempt to find the owners. The preferred practice is for these animals to be presented directly to a cat management facility as soon as practicable, as veterinarian clinics are not set up to adopt out or foster cats.

Desired outcome

To increase cat management capacity and access to cat management services across the region, ensuring rural and remote communities have access to services.

Action Plan

Individual council and organisation action plan

Action	Timeframe	Priority	Participants	Notes
5.5.1 Promote the use of cat management facilities (and their nominees) to the community.	Short term Ongoing	High	<ul style="list-style-type: none"> Councils State Government Cat management facilities Veterinary clinics 	Materials available from TassieCat and cat management facilities
5.5.2 Relevant staff (animal management officers etc.) participate in training to support implementation of the <i>Cat Management Act 2009</i> .	Short term Ongoing	High	<ul style="list-style-type: none"> Councils State Government Cat management facilities 	Training provided by DPIPWE Action linked to 5.6.2
5.5.3 Prior to any trapping activities occurring, establish an agreed and planned approach for trapping and dealing with cats, using best practice trapping & cat management techniques.	Short term Ongoing	High	<ul style="list-style-type: none"> Councils State Government Cat management facilities 	TassieCat trapping guidelines available
5.5.4 Establish a Memorandum of Understanding that delivers an agreed and clear process for managing stray, lost or surrendered cats.	Medium	Medium	<ul style="list-style-type: none"> Councils Cat management facilities 	

Region-wide initiatives

Action	Timeframe	Priority	Participants	Notes
5.5.5 Identify potential partners, locations and arrangements for increased access to cat management services for municipalities that aren't located near a cat management facility.	Short term Ongoing	High	<ul style="list-style-type: none"> Councils State Government Cat management facilities Veterinary clinics 	Options to explore include a temporary cat holding facility, cat drop off points, volunteer provided cat transportation services and a mobile cat facility
5.5.6 Where appropriate promote the Standards of Care required for cat management facilities.	Medium term	Medium	<ul style="list-style-type: none"> State Government Cat management facilities Councils 	Standards of Care developed by cat management facilities and DPIPWE This document could be used by shelters as a cat welfare guide
5.5.7 Support progress towards an accreditation process for cat shelters to meet the Standards of Care.	Medium term	Medium	<ul style="list-style-type: none"> State Government Cat management facilities Councils 	
5.5.8 Consider employing a Cat Management Officer shared between several councils, sharing vehicles and equipment as appropriate.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> Councils State Government Cat management facilities 	Use a collaborative approach across the region to make best use of available resources and expertise

Performance indicators

- ▶ Feasibility assessed of proposed options to increase accessibility of cat management services in regional areas.
- ▶ Preferred option to increase access to cat management services for regional areas identified and commenced.
- ▶ Number of partnerships between Strategy participants and other stakeholders working on cat management in the region.
- ▶ Participation by Strategy participants at *Cat Management Act 2009* training sessions.

5.6 Compliance in relation to the *Cat Management Act 2009*

Background

The purpose of the *Cat Management Act 2009* is to provide for the control and management of cats in Tasmania. Councils may establish additional requirements for their municipality in relation to cat management through by-laws or the creation of cat prohibited areas or cat management areas.

Key aspects of the Act include:

- ▶ Compulsory de-sexing of cats from four months of age from early 2022.
- ▶ Compulsory microchipping from four months of age from early 2022.
- ▶ Limiting to four, the maximum number of cats to be kept at a property without a permit from early 2022.
- ▶ Cats cannot be sold or given away unless they are at least eight weeks of age, desexed, microchipped, wormed and vaccinated.
- ▶ Only registered or permitted breeders may breed cats.
- ▶ It is an offence to abandon a cat.

Enforcement may be performed by persons authorised under the Act. This includes persons authorised under the *Dog Control Act 2000*; officers appointed under the *Animal Welfare Act 1993*; DPIPWE officers authorised by the Secretary; non-State Service officers authorised by the Secretary of DPIPWE; and police officers.

Each council determines how much compliance they will undertake within their municipality in relation to the *Cat Management Act 2009*; this will depend on what each municipality can resource and sustain.

Desired outcome

For all cat owners and community members to comply with their legal obligations for responsible cat ownership and management.

Action Plan

Individual council and organisation action plan

Action	Timeframe	Priority	Participants	Notes
5.6.1 Inform the public about the requirements of the <i>Cat Management Act 2009</i> .	Short term Ongoing	High	<ul style="list-style-type: none"> • State Government • Councils • Cat management facilities • Veterinary clinics 	Use clear and consistent communications across multiple channels to promote cat ownership responsibilities. Materials available from TassieCat

Individual council and organisation action plan

Action	Timeframe	Priority	Participants	Notes
5.6.2 Participate in relevant training to support implementation of the <i>Cat Management Act 2009</i> including for animal management officers and other relevant staff.	Short term Ongoing	High	<ul style="list-style-type: none"> • State Government • Councils • Cat management facilities 	DPIPWE to provide training sessions. Broader compliance training is an important component of this action. Action linked to 5.5.2
5.6.3 Undertake standardised data collection in relation to compliance actions under the <i>Cat Management Act 2009</i> .	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities 	
5.6.4 Disseminate humane trapping advice to members of the public who are considering trapping.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities 	Cat trapping guidelines available from TassieCat and Ten Lives Cat Centre Action linked to 5.1.8
5.6.5 Consider the development of a Cat Management Policy, compliance program, and by-laws as appropriate.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> • Councils 	Materials available from TassieCat Action linked to 5.6.6 and 5.8.5

Region-wide initiatives

Action	Timeframe	Priority	Participants	Notes
5.6.6 Work on region wide consistency where possible in compliance approaches, policies and bylaws.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> • Councils • State Government 	Action linked to 5.6.5 and 5.8.5

Performance indicators

- ▶ Data collection undertaken by Strategy participants in relation to compliance undertaken under the *Cat Management Act 2009*.
- ▶ *Cat Management Act 2009* information available on all Strategy participants' websites and in foyers.
- ▶ Participation by Strategy participants at *Cat Management Act 2009* training sessions.
- ▶ Number of Strategy participants undertaking cat compliance activities.
- ▶ Number of councils that have introduced cat management policies or by-laws.

5.7 Improved knowledge to better inform cat management

Background

Improved knowledge about the number, distribution and behaviour of cats and the success of different management approaches is essential to designing effective programs to manage and minimise their impact on highly valued conservation, commercial and community assets in the region and generally achieve responsible cat ownership and management.

Existing research about cats and cat ownership in Tasmania is limited. Filling these gaps in knowledge will be a continuing challenge to ensure that available resources are directed towards the highest priorities using the most cost-effective management actions. Consistent approaches to collecting basic information across all parts of the region will be an important first step to better understand the scale of existing problems and to identify practical long-term solutions.

Desired outcome

To have cat management in the region guided by best available science and regionally-relevant data to support evidence-based decision making.

Action Plan

Individual council and organisation action plan

Action	Timeframe	Priority	Participants	Notes
5.7.1 Keep cat-related enquiry register to track number and nature of enquiries and complaints.	Short term Ongoing	High	<ul style="list-style-type: none"> Councils State Government Cat management facilities 	Register to include number and nature of enquiries/complaints, including nuisance, stray cats, legislation, hoarding, breeding etc. Action linked to 5.1.4, 5.3.2, 5.4.2
5.7.2 Where possible identify and implement monitoring strategies before, during and after interventions (e.g. subsidised desexing/ microchipping & education) to measure impact and effectiveness.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> Councils State Government Cat management facilities 	
5.7.3 Participate in research projects (including citizen science projects such as cat tracker projects) concerning cat ecology, behaviour and management where possible.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> Councils State Government Cat management facilities 	
5.7.4 Better understand community views and expectations relating to cat management via local community survey and events.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> Councils State Government Cat management facilities 	

Region-wide initiatives

Action	Timeframe	Priority	Participants	Notes
5.7.5 Work towards standard data collection and reporting systems so that organisations involved in cat management have access to essential information. Create baseline data to inform and integrate into future Strategy revisions.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	E.g. intake numbers in cat management facilities & shelters, stray cat hotspots areas, number and nature of cat complaints/queries
5.7.6 Keep abreast of state-wide and national developments and continually improve evidence-based decision making for cat management.	Short term Ongoing	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities 	
5.7.7 Identify priority knowledge gaps and pragmatic options to fill these gaps with research and monitoring (e.g. facilitating university projects).	Medium term Ongoing	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities 	E.g. presence and impact of stray and pet cats in region and cases of cat hoarding
5.7.8 Disseminate information and case studies about cat management activities that have been undertaken, to share effective approaches and learnings.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities 	

Performance indicators

- Strategy participants undertaking data collection and reporting in relation to number and nature of cat related enquiries, complaints and interactions to help create baseline cat management data.
- Participation in monitoring and research projects by Strategy participants in relation to cat management.
- Levels of community consultation/survey by Strategy participants in relation to community views on cat ownership and management.

5.8 Strategic governance and resourcing

Background

This Strategy recognises that the twelve councils of the southern region and other key stakeholders will have different priorities, capabilities, and resources for cat management. This Strategy adopts an opt-in approach which enables all councils and other stakeholders to participate in cat management to the extent that they require and are able to resource, while keeping them aligned with the actions of the others in the region.

The Strategy identifies initiatives which individual councils and other stakeholders can implement for their own area or organisation, as well as region-wide initiatives which will require collaboration. Cat management will be most successful in the southern region if there is regional collaboration on the issue.

Desired outcome

For the Southern Cat Management Strategy to be successfully delivered across the region by Strategy participants.

Action Plan

Individual council and organisation action plan

Action	Timeframe	Priority	Participants	Notes
5.8.1 Seek ongoing funding for the Regional Cat Management Coordinator.	Short term (currently funded until 30 June 2021)	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities 	
5.8.2 Consider and prioritise resourcing for cat management.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government 	Resourcing will be required to deliver this Strategy
5.8.3 Ongoing commitment to regional collaboration in relation to cat management.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	
5.8.4 Continue providing a representative for the Southern Cat Management Working Group.	Short term Ongoing	High	<ul style="list-style-type: none"> • Councils • State Government • Cat management facilities • Veterinary clinics 	
5.8.5 Consider development and adoption of a council Cat Management Policy.	Short term Ongoing	Medium	<ul style="list-style-type: none"> • Councils 	Policy template available from TassieCat Action linked to 5.6.5 and 5.6.6

Region-wide initiatives

Action	Timeframe	Priority	Participants	Notes
5.8.6 Review and report on the implementation of this Cat Management Strategy to the southern councils' General Managers.	Medium term Ongoing	Medium	<ul style="list-style-type: none"> Councils State Government Cat management facilities 	General Manager review should occur in the third and fifth years of the Strategy

Performance indicators

- ▶ Southern Cat Management Working Group continued with active participation by Strategy participants.
- ▶ Number of councils that have introduced cat management policies.
- ▶ Increased commitment to resourcing by Strategy participants for cat management in the region.

6. Resources and References

TassieCat resources available for Strategy participants

- ▶ TassieCat website www.tassiecat.com
- ▶ FAQ guide to handling cat-related queries from the public
- ▶ Cat Management Policy template
- ▶ Cat Prohibited Areas and Cat Management Areas factsheet and declaration template
- ▶ TassieCat social media content (Facebook and Instagram)
- ▶ Posters and postcards
- ▶ Stickers and magnets
- ▶ *That's Cats* adverts and videos
- ▶ Tassiecat booklets, factsheets and fliers
- ▶ Keeping your cat healthy and happy at home
- ▶ Desexing and microchipping your cat
- ▶ Nuisance Cats
- ▶ Roaming Cats: common questions and misbeliefs
- ▶ Legislation for Cat Owners in Tasmania
- ▶ Guidelines for cat trapping
- ▶ Home, Sweet Home: How to keep your cat happy at home
- ▶ For the love of cats: important information you need to know as a cat owner in Tasmania
- ▶ 5 Common Cat Behavioural Issues and how to solve them
- ▶ Keeping your cat healthy: vaccinating your cat and information on feline immunodeficiency virus and feline leukemia virus
- ▶ Cat-Borne Disease: the impacts of toxoplasmosis on wildlife and human health
- ▶ Cat-Borne Diseases and Agriculture
- ▶ Surrendering a pet cat
- ▶ Stray cats
- ▶ Introducing a new cat into the household: tips and tricks
- ▶ How to train your cat to walk on a leash and harness
- ▶ Enrichment: Make staying at home fun for your cat

Other resources

- ▶ Department of Primary Industries, Parks, Water and Environment
- ▶ Ten Lives - website and Educate school program
- ▶ RSPCA Tasmania and RSPCA Australia
- ▶ Kingborough Council - *Inside with Cats* and *At Home with Cats* educational videos
- ▶ Safe and Happy Cats
- ▶ Safe Cat, Safe Wildlife

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12.2 CLIMATE COUNCIL CITIES POWER PARTNERSHIP (CCCPP)

RECOMMENDATION

“That Council resolve to note the organisation’s intention to join the Cities Power Partnership and endorse the attached letter from the Mayor.”

Introduction

The Climate Council Cities Power Partnership (“CCCPP”) (<https://www.climatecouncil.org.au/>) is a free national program run that aims to provide local governments with the tools, knowledge and connections to take meaningful action on climate change and capitalise on the global shift to a clean economy. It is the largest local government climate program in Australia with over 145 member councils representing over 60 per cent of Australia’s population. The work of the Climate Council promotes independent research and policy proposals based on the best available climate science.

Strategic plan

The CCCPP aligns with Objective 2: Responsible Stewardship and a Sustainable Organisation. The partnership provides avenues of new knowledge and understanding about climate change and governance. The program enables decision makers to understand more about climate change and its impacts, provides necessary case studies and field experiences to make informed decisions on sustainable organization.

The CCCPP would highlight the Council’s commitment towards acknowledging climate change and vulnerability of coastal regions. The CCCPP would provide Council with the ability to seek support from experts and advice that would be important to make necessary decisions. The document further provides guidelines for any future action. Moreover, the endorsement will strengthen regional cooperation on climate change as a part of our broader objective of regional partnership.

Annual plan

The proposal will not affect implementation of Council’s Annual Plan 2022/2023.

Environmental implications

This report explicitly addresses climate impacts, adaptation measures and climate science that is necessary to make informed decisions.



Asset management implications

All assets owned and managed by the Council could be considered by the CCCPP.

Risk management implications

The program does not have legally binding clauses apart from the pledges we make within the 6 month period after signing this document.

The program requires at least five (5) pledges across the areas of renewable energy, energy efficiency, sustainable transport, collaboration and advocacy within the six months of joining the program.

Community implications

Partnership with a national program like this will enable Council to access opportunities on financial and technical resources. This information can be shared across communities and community groups to make informed decisions about climate change and its impacts.

Report:

The program connects councils throughout Australia to share knowledge and best practice on climate and clean energy solutions. It also helps councils to promote and celebrate their successes through media and events, including an annual national awards program.

Councils who join the program are required to make five action pledges across the areas of renewable energy, energy efficiency, sustainable transport, collaboration and advocacy, as noted in the attached pledge list. Sorell Council is already taking actions that could be counted towards these pledges such as the LED light upgrades to the CAC building. Other opportunities could be:

- Roll out energy efficient lighting across the municipality.
- Set up meetings and attend events to work with other cities on tackling climate change.
- Power council operations by renewable energy, and set targets to increase the level of renewable power for council operations over time.
- Support the local community to develop capacity and skills to tackle climate change.
- Support local community energy groups with their community energy initiatives.

Joining the program requires a letter from the Mayor making a commitment to commit five pledges within six months of joining, to report our progress in achieving

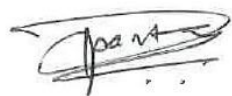


emission reduction goals and to participate in sharing knowledge with other Councils.

There is no cost for joining the program and reporting is undertaken through an annual online survey that takes approximately 2-3 hours to complete.

Conclusion

In considering the principles and scope of the initiative, this matter is recommended for adoption.



Dibas Panta
NRM Facilitator

Date: 27 June 2022

Attachments:

- | | |
|---------------|--|
| Attachment 1: | Letter from Mayor about joining the Climate Cities Power Partnership |
| Attachment 2: | Pledge List. |

Amanda McKenzie
CEO
Climate Council
cpp@climatecouncil.org.au

Dear Ms McKenzie,

RE: Joining the Cities Power Partnership

I'm writing to confirm Sorell Council's participation in the Cities Power Partnership.

As a member of Cities Power Partnership, Council agrees to complete the following actions;

1. Within six months of joining the program, nominate five actions from the Cities Power Partnership Pledge list that Council will strive to achieve;
2. Complete an annual online survey to provide the Cities Power Partnership with basic information on steps Council has taken to meet the five pledge actions;
3. Nominate a point of contact within Council for liaison with the Cities Power Partnership; and
4. Agree to share information and learnings with other local Councils undertaking similar projects.

With reference to Item 3 above, Dibas Panta will liaise with the Cities Power Partnership during our membership. Dibas Panta can be reached on 03 6269 0030 or dibas.panta@sorell.tas.gov.au.

Yours sincerely

[Mayor's signature]
Mayor Kerry Vincent



Pledge list for cities Power Partnership

We can choose any from the list below or we can have our own list on their broad theme of renewable energy, energy efficiency, sustainable transport, collaboration and advocacy

Renewable Energy

- Develop supportive planning laws to encourage residents and industry to adopt renewable energy.
- Use council resources to support the uptake of renewable energy.
- Install renewable energy (solar PV and battery storage) on council buildings.
- Support community facilities to access renewable energy through incentives, support or grants.
- Power council operations by renewable energy, and set targets to increase the level of renewable power for council operations over time.
- Provide incentives and/or remove barriers to encourage local businesses to take up solar power and battery storage.
- Support local community renewable energy projects, and encourage investment in community energy.
- Opening up unused council managed land for renewable energy.
- Facilitate large energy users collectively tendering and purchasing renewable energy at a low cost.
- Set minimum renewable energy benchmarks for new developments.
- Electrify public transport systems and fleet vehicles and power these by 100% renewable energy.
- Lobby electricity providers and state government to address barriers to local renewable energy uptake.
- Identify opportunities to turn organic waste into electricity.
- Implement landfill gas methane flaring or capture for electricity generation.
- Create a revolving green energy fund to finance renewable energy projects.

Energy Efficiency

- Set minimum energy efficiency benchmarks for all planning applications.
- Adopt best practice energy efficiency measures across all council buildings, and support community facilities to adopt these measures.
- Roll out energy efficient lighting across the municipality.



- Provide incentives for energy efficient developments and upgrades to existing buildings.
- Incentivise use of energy efficient heating and cooling technologies.
- Create a green revolving energy fund to finance energy efficiency projects.

Sustainable Transport

- Ensure Council fleet purchases meet strict greenhouse gas emissions requirements and support the uptake of electric vehicles.
- Provide fast-charging infrastructure throughout the city at key locations for electric vehicles.
- Encourage sustainable transport use such as public transport, walking and cycling through council transport planning and design.
- Ensure that new developments are designed to maximize public and active transport use, and support electric vehicle uptake.
- Support cycling through provision of adequate cycle lanes, bike parking and end-of-ride facilities.
- Reduce or remove minimum car parking requirements for new housing and commercial developments where suitable public transport alternatives exist.
- Lobby state and federal governments to increase sustainable transport options.
- Create disincentives for driving high emitting vehicles.
- Convert council waste collection fleet to hydrogen or electric power.

Work Together and Influence

- Set city-level renewable energy or emissions reduction targets.
- Lobby state and federal government to address barriers to the take up of renewable energy, energy efficiency and/or sustainable transport.
- Set up meetings and attend events to work with other cities on tackling climate change.
- Develop education and behaviour-change programs to support local residents and businesses to tackle climate change through clean energy, energy efficiency and sustainable transport.
- Lobby for state and federal support for a just transition away from coal-driven industry for local workers and the community.
- Develop procurement policy to ensure that the practices of contractors and financiers align with council's renewable energy, energy efficiency and sustainable transport goals.
- Support the local community to develop capacity and skills to tackle climate change.
- Support local community energy groups with their community energy initiatives.
- Achieve 100% divestment from fossil fuel aligned investments at the earliest possible date.



13.0 HR & COMMUNITY SERVICES

^

Nil Reports

14.0 FINANCE

^

14.1 EXECUTIVE SUMMARY – FINANCIAL REPORT AUGUST 2022 YTD

RECOMMENDATION

“That the Executive Summary – FINANCIAL REPORT AUGUST 2022 YEAR-TO-DATE be received and noted by Council.”

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

FINANCIAL REPORT AUGUST 2022 YEAR-TO-DATE

The operating surplus for the period ended 31 August 2022 of \$13.688 above the budget of \$13.286m by \$402k. The main drivers of this position are:

- Recurrent income year to date is \$16.892m, which is above budget by \$117k.
- Operating expenses year to date are \$3.204m, which is below budget by \$285k.

NOTES TO THE ACCOUNTS

1. RATES AND CHARGES

Rates and charges are above budget by \$32k to the end of August. The following significant variances are noted:

- Other remissions is below budget by \$28k, as a result of Council receiving less charitable remission requests than anticipated year to date.

2. STATUTORY FEES AND CHARGES

This category is above budget by \$9k to the end of August, with no significant variances noted.

3. USER FEES

This category is above budget by \$30k to the end of August. The following significant variances are noted:



- Dog registrations is above budget by \$23k, as a result of a delay in raising Dog registration renewals. A percentage of the above amount would normally have been received last financial year.

4. GRANTS OPERATING

This category is above budget by \$14k to the end of August, with no significant variances noted.

5. CONTRIBUTIONS RECEIVED

No contributions received as at the end of August.

6. INTEREST

This category is above budget by \$9k to the end of August, with no significant variances noted.

7. OTHER INCOME

This category is above budget by \$22k to the end of August. The following significant variances are noted:

- SERDA external labour hire recoveries is above budget by \$24k, no income was budgeted due to wind up. The wind up did not totally complete as at 30 June 2022.
- Other facility hire is below budget by \$13k, this income is in relation to the Pembroke Stadium. Due to the delay in completion of the stadium no income has been received.

8. INVESTMENT IN TASWATER

No investment in Taswater income was received as at the end of August.

9. EMPLOYEE BENEFITS

Total employee benefits are below budget by \$52k to the end of August. The following significant variances are noted:

- Annual leave is above budget by \$19k, due to a number of terminations.
- Salaries transferred to WIP is above budget by \$14k, as a result of more than expected hours being allocated to capital jobs year to date.
- Long service leave is below budget by \$22k, due to a number of terminations as accumulated balances were cleared.

10. MATERIALS AND SERVICES

Materials and services are \$94k below budget to the end of August.

The following significant variances are noted:

- Consultants other is above budget by \$18k, predominantly as a result of an unbudgeted consultancy of \$12k.
- Plant & motor vehicle repairs & services is above budget by \$13k as a result of a number of heavy fleet having services in July and August with a budget allocated in September for the quarter.
- Mornington Park transfer station disposal costs is below budget by \$12k, as a result of an outstanding invoice that we are currently waiting to receive.
- Electricity is below budget by \$13k, as the budget was setup to recognise amounts monthly when it should have been setup to recognise amounts in arrears.
- Repairs and maintenance is below budget by \$65k (30%), as a result of variances across a number of depot departments. Overall, these variances are a result of the unpredictable and reactive nature of a number of repairs and maintenance activities, making the timing difficult to estimate.
- Kerbside garbage collection is below budget by \$15k, as a result of timing of invoices. Invoice expected in August were not posted until September.
- Kerbside garbage disposal is below budget by \$18k, as a result of timing of invoices. Invoice expected in August were not posted until September.

11. DEPRECIATION AND AMORTISATION

This category is below budget by \$87k to the end of August, with no significant variance noted.

12. FINANCE COSTS

This category is below budget by \$2k to the end of August, with no significant variances noted.

13. OTHER EXPENSES

This category is below budget by \$53k to the end of August. The following significant variances are noted:

- Functions and programs expense is below budget by \$17k, predominantly as a result of delayed expenditure. This expenditure is expected to be incurred later in the financial year.
- Public liability insurance is below budget by \$34k. An increase from 2021/2022 was budgeted for, however for the 2022/2023 financial year MAV



Insurance introduced a new pricing model, which saw Council's actual premium decrease.

14. GRANTS CAPITAL

This category is below budget by \$434k to the end of August.

Roads to Recovery funding was budgeted to be received later in the year, however an instalment was received in July.

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

15. CONTRIBUTIONS – NON MONETARY ASSETS

No non-monetary asset contribution revenue was received as at the end of August.

16. NET GAIN / (LOSS) ON DISPOSAL

No net gain / loss on disposal revenue was received as at the end of August.

17. SHARE OF INTEREST IN JOINT VENTURES

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

CAPITAL EXPENDITURE

Capital expenditure to the end of August 2022 is \$698,336 (as per Capital Works report run on 6 September 2022).

No other information available this month.

CASH & INVESTMENTS

The Council maintains deposits with four major banks (Commonwealth, ANZ, Bendigo Bank and MyState) and with the State owned Tasmanian Public Finance Corporation (TasCorp).

Council's cash position increased during August, predominantly due to the receipt of rates instalment. In comparison with the 2021/2022 financial year, the current cash balance is \$1.3m greater than the balance at the same time last year.

CASH RESERVES

As at 31 August 2022, cash reserves being held by Council are as follows;



Land Sales	\$1,125,658
Public Open Space Contributions	<u>\$ 661,266</u>
	\$1,786,924

RATES OUTSTANDING

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

Collections have remained positive this financial year, with 33.3% of rates already paid by the end of August. At the same time last year, Council had received 34.4% of rates.

ATTACHMENTS

- a) Statement of Income and Expenditure for the period ending 31 August 2022 (Pages 1)
- b) Statement of Financial Position as at 31 August 2022 (Pages 1)
- c) Statement of Cash Position as at 31 August 2022 (Pages 1)
- d) Detailed Statement of Income & Exp. for the period ending 31 August 2022 (Pages 5)
- e) Capital Works report for the period ending 31 August 2022 (Pages 10)
- f) Graph 1 – Total Cash Available (Pages 2)
- g) Graph 2 – Rates Outstanding (Pages 2)
- h) Grants Variance Analysis (Pages 1)

SCOTT NICOL
MANAGER FINANCE

CHRISTINE FRASER
FINANCE OFFICER

Date: 12 September 2022
Attachments (23 pages)



AGENDA
ORDINARY COUNCIL MEETING
20 SEPTEMBER 2022

SORELL COUNCIL
STATEMENT OF INCOME AND EXPENDITURE
For the period August 2022

	NOTES	ACTUAL YTD	BUDGET YTD	VAR	FULL YEAR BUDGET
INCOME					
RECURRENT INCOME					
Rates and Charges	1	16,345,351	16,313,719	31,632	16,334,283
Statutory fees and fines	2	108,246	98,950	9,296	634,541
User Fees	3	164,528	134,385	30,143	676,735
Grants Operating	4	176,795	162,924	13,871	666,694
Contributions received	5	0	0	0	102,500
Interest	6	3,520	(5,708)	9,228	142,370
Other income	7	93,865	71,066	22,799	467,223
Investment income from TasWater	8	0	0	0	362,400
		16,892,305	16,775,335	116,970	19,386,747
EXPENSES					
Employee benefits	9	1,150,336	1,202,469	52,133	7,052,292
Materials and services	10	774,179	868,348	94,170	6,418,061
Depreciation and amortisation	11	865,427	952,780	87,352	5,617,137
Finance costs	12	(22,123)	(23,849)	(1,726)	61,299
Other expenses	13	436,097	489,290	53,194	1,707,868
TOTAL EXPENSES		3,203,915	3,489,038	285,123	20,856,657
OPERATING SURPLUS/(DEFICIT)		13,688,390	13,286,297	402,093	(1,469,910)
CAPITAL INCOME					
Grants Capital	14	240,926	674,825	(433,898)	5,489,917
Contributions - non-monetary assets	15	0	0	0	0
Net gain/(loss) on disposal	16	0	0	0	0
Share of Interests in JVs	17	0	0	0	0
TOTAL CAPITAL INCOME		240,926	674,825	(433,898)	5,489,917
SURPLUS/(DEFICIT)		13,929,317	13,961,122	(31,805)	4,020,007



SORELL COUNCIL
STATEMENT OF FINANCIAL POSITION
As At August 2022

	Actual 2022/2023	Actual 30 June 2022	Movement
ASSETS			
Current Assets			
Cash and Cash Equivalents	10,524,919	11,359,292	(834,374)
Investments	7,052,042	4,052,042	3,000,000
Trade and Other Receivables	11,324,006	812,136	10,511,870
Inventories	58,307	58,307	-
Other Assets	263,808	557,558	(293,750)
Total Current Assets	29,223,080	16,839,335	12,383,746
Non-Current Assets			
Trade and Other Receivables	33,337	33,437	(100)
Assets Held for Sale	1	1	-
Intangible Assets	274,188	277,375	(3,187)
Property, Infrastructure, Plant and Equipment	275,049,697	276,014,379	(964,681)
Work in Progress	12,218,648	11,257,421	961,226
Investments	29,226,730	29,226,730	-
Other Non-Current Assets	26,103	26,103	-
Total Non-Current Assets	316,828,704	316,835,447	(6,742)
TOTAL ASSETS	346,051,784	333,674,781	12,377,004
LIABILITIES			
Current Liabilities			
Trade and Other Payables	527,378	1,603,758	(1,076,380)
Trust Funds and Deposits	1,028,229	1,007,744	20,485
Interest Bearing Loans & Borrowings	425,045	425,045	-
Provisions	1,701,890	1,644,672	57,218
Contract Liabilities	1,042,988	1,596,624	(553,636)
Other Current Liabilities	8,593	8,593	-
Total Current Liabilities	4,734,123	6,286,436	(1,552,313)
Non-Current Liabilities			
Interest Bearing Loans & Borrowings	2,329,946	2,329,946	-
Provisions	92,146	92,146	-
Contract Liabilities	-	-	-
Other Current Liabilities	18,194	18,194	-
Total Non-Current Liabilities	2,440,286	2,440,286	-
TOTAL LIABILITIES	7,174,410	8,726,723	(1,552,313)
Net Assets	338,877,375	324,948,059	13,929,317
EQUITY			
Accumulated Surplus	134,718,092	120,788,777	13,929,315
Reserves	204,159,282	204,159,282	-
Total Equity	338,877,374	324,948,059	13,929,315



SORELL COUNCIL
STATEMENT OF CASH POSITION
As At August 2022

	\$
Opening Balance Cash at Bank & Investments	15,411,334
Closing Balance Cash at Bank & Investments	17,576,960
Cash Movement Year to Date	2,165,626
<i>Represented by:</i>	
Net Surplus / (Deficit)	13,929,317
Add: Depreciation	865,427
Net Cash Surplus / (Deficit)	14,794,744
Loan Repayments	0
Capital Expenditure (per capital report)	(961,226)
Capital Expenditure - Asset (Purchases) / Disposals	99,254
Balance Sheet Movements	(11,767,146)
Cash Movement Year to Date	2,165,626



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED August 2022
FOR COST CENTRE - All Cost Centres

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
1000 RECURRENT INCOME				
1100 Rates and Charges				
1105 Rates - General/Ordinary/Residential	(13,079,361)	(13,008,824)	70,537	(13,008,824)
1110 Rates General Written Off	0	0	0	5,000
1115 State Grant Rates Remission	(748,539)	(742,995)	5,544	(825,550)
1120 Rates Pensioner Concession	807,872	800,784	(7,089)	825,550
1125 Domestic Waste Annual Charge	(2,716,836)	(2,782,133)	(65,298)	(2,782,133)
1130 Fire Rates Levy Income	(627,577)	(627,576)	1	(627,576)
1150 Other Remissions	18,862	47,025	28,163	82,250
1160 AWTs Maintenance Fee Received	227	0	(227)	(3,000)
1199 Rates and Charges Total	(16,345,351)	(16,313,719)	31,632	(16,334,283)
1200 Statutory Fees and Charges				
1210 132 & 337 Certificate Fees	(25,671)	(25,000)	671	(150,000)
1220 Town Planning Fees	(77,088)	(72,450)	4,638	(470,925)
1225 Animal Infringements & Fines	(2,815)	(667)	2,148	(4,000)
1230 Other Infringements Fines & Penalties	(2,041)	(833)	1,207	(5,000)
1235 Licences & Permits	(631)	0	631	(2,116)
1240 Street Stall Permit Fee	0	0	0	(2,500)
1299 Statutory Fees and Charges Total	(108,246)	(98,950)	9,296	(634,541)
1300 User Fees				
1303 Animal Management Sundry Income -collars,signs etc	0	0	0	0
1306 Building Assessment Fees	(16,309)	(18,000)	(1,691)	(108,000)
1318 Caravan Licences	(1,010)	0	1,010	(13,754)
1327 Dog Impounding & Release Fees	(203)	(200)	3	(1,200)
1330 Dog Registration & Renewal	(86,769)	(63,482)	23,287	(96,255)
1331 Kennel Licences	367	(1,500)	(1,867)	(1,500)
1333 Driveway Approval and Inspection Fees	(2,400)	0	2,400	(4,000)
1335 Engineering Inspections & 1% Approval Fee	0	0	0	(75,000)
1336 Fire Abatement Charges	0	0	0	(15,000)
1342 Food Licences	3,388	0	(3,388)	(44,436)
1351 Photocopy Charges	0	0	0	0
1354 Plumbing Application Fees	(21,688)	(24,150)	(2,462)	(144,900)
1357 Plumbing Inspection	(20,353)	(26,220)	(5,867)	(157,320)
1360 Amended Plan Fees	(1,095)	(833)	261	(5,000)
1363 Recreational Vehicle Income	(996)	0	996	(10,370)
1369 Building Administration Fee (0.1%)	(8,275)	0	8,275	0
1372 TBCITB Training Levy (0.2%)	(9,186)	0	9,186	0
1399 User Fees Total	(164,528)	(134,385)	30,143	(676,735)
1400 Grants Operating				
1405 Commonwealth Financial Assistance Grant	(176,795)	(162,924)	13,871	(651,694)
1410 Comm'th Grants & Subsidies	0	0	0	0
1415 State Grants & Subsidies	0	0	0	(15,000)
1420 Other Grants & Subsidies	0	0	0	0
1430 Training Incentive Payment	0	0	0	0
1499 Grants Operating Total	(176,795)	(162,924)	13,871	(666,694)
1500 Contributions Received				
1505 Public Open Space Contributions	0	0	0	(50,000)
1506 Car Parking Cash in Leui Contributions	0	0	0	(27,500)



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED August 2022
FOR COST CENTRE - All Cost Centres

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
1507 Subdiv Traffic Management Treatment Contributions	0	0	0	(25,000)
1510 Contributions Received Other	0	0	0	0
1549 Contributions Received Total	0	0	0	(102,500)
1550 Interest				
1560 Rates Interest Penalty	(581)	0	581	(110,000)
1565 Rates Interest Written Off	1	0	(1)	500
1570 Rates Legal Costs Recovered	(82)	(125)	(44)	(750)
1575 Interest Received Banks & Other	(2,859)	5,833	8,692	(32,000)
1577 Interest - MPIA	0	0	0	(120)
1599 Interest Total	(3,520)	5,708	9,228	(142,370)
1600 Other Income				
1605 Bad Debts Recovered	0	0	0	0
1610 Diesel Fuel Rebate	(592)	(2,013)	(1,421)	(24,155)
1615 Donations Received	0	0	0	0
1620 Hall Hire	(10,183)	(6,038)	4,146	(87,975)
1625 Lease/Rent Fees Received	(21,388)	(20,967)	421	(55,362)
1627 Lease Fees - Copping Tip	(12,350)	(12,350)	0	(107,085)
1630 Other Facility Hire	(5,733)	(18,629)	(12,896)	(129,370)
1632 SERDA - External Labour Hire Recoveries	(24,940)	0	24,940	0
1633 External Labour Hire Recoveries	0	0	0	0
1634 NRM Recoveries	0	0	0	0
1635 Other Sundry Income	(5,679)	(333)	5,346	(2,000)
1637 Insurance Recoveries	0	0	0	0
1645 Vehicle FBT Recoveries	(8,837)	(10,736)	(1,899)	(55,827)
1655 Workers Compensation - Reimbursement	(157)	0	157	0
1656 Copping Public Cemetery Trust Net Income	(1,500)	0	1,500	(3,300)
1659 Information Board Revenue - Dunalley Hall	0	0	0	0
1660 Grave Site Sales - Dunalley Hall	(1,305)	0	1,305	(2,150)
1662 Wheelie Bin Stabiliser Income	(1,201)	0	1,201	0
1689 Other Income Total	(93,865)	(71,066)	22,799	(467,223)
1690 Investment Income from TasWater				
1694 TasWater Interim Dividend	0	0	0	(362,400)
1699 Investment Income from TasWater Total	0	0	0	(362,400)
1999 Recurrent Income Total	(16,892,305)	(16,775,335)	116,970	(19,386,747)
2000 Capital Income				
2100 Grants Capital				
2105 Roads to Recovery Funding	(60,576)	0	60,576	(387,296)
2110 Comm'th Grants new or upgraded assets	(19,654)	(620,000)	(600,346)	(2,567,031)
2115 State Grants for new or upgraded assets	(143,161)	(40,000)	103,161	(2,080,353)
2120 Other Grants for new or upgraded assets	(17,536)	(14,825)	2,711	(455,237)
2199 Grants Capital Total	(240,926)	(674,825)	(433,898)	(5,489,917)
2200 Contributions - Non-monetary Assets				
2205 Developer Contributions for assets	0	0	0	0
2299 Contributions - Non-monetary Assets Total	0	0	0	0
2300 Net Gain/(Loss) on Disposal				
2305 (Profit) / Loss on Disposal of Assets	0	0	0	0
2320 Recognition / De-recognition of Assets	0	0	0	0
2399 Net (Gain) / Loss on Disposal Total	0	0	0	0



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED August 2022
FOR COST CENTRE - All Cost Centres

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
2400 Share of Interests in Joint Ventures				
2410 Fair value adjustment - Investment in Associate	0	0	0	0
2420 Revenue from Investment in Associates	0	0	0	0
2499 Share of Interests in Joint Ventures Total	0	0	0	0
2899 CAPITAL INCOME TOTAL	(240,926)	(674,825)	(433,898)	(5,489,917)
2999 TOTAL INCOME	(17,133,232)	(17,450,160)	(316,928)	(24,876,663)
3000 Expenses				
3100 Employee Benefits				
3102 ADO Expense	12,819	9,631	(3,188)	61,646
3103 Annual Leave	110,102	91,534	(18,567)	496,763
3109 Conferences	413	0	(413)	3,000
3111 Drug and Alcohol Testing	0	0	0	3,750
3112 FBT Expenses - Gift Cards / Gifts	72	0	(72)	3,000
3114 FBT Expenses - Entertainment (FBT)	289	150	(139)	4,500
3115 Fringe Benefit Taxes	8,330	8,330	0	33,321
3118 Health and Well Being	118	0	(118)	4,000
3124 Long Service Leave	31,419	53,645	22,226	169,234
3127 Medicals	0	520	520	2,600
3130 Occupational Health and Safety	0	0	0	0
3136 Other Employee Costs	0	0	0	0
3139 Overheads Recovered	(8,650)	(3,619)	5,031	(63,881)
3145 Payroll Tax	50,639	49,315	(1,324)	305,397
3148 Protective Clothing & Accessories	5,688	0	(5,688)	28,250
3151 Recruitment Costs	0	0	0	0
3154 Salaries	787,470	805,276	17,806	5,074,787
3156 Salaries transferred to WIP	(23,263)	(9,535)	13,728	(198,183)
3163 Staff Training	3,166	13,300	10,134	66,500
3166 Superannuation - Council Contribution	116,723	128,894	12,171	793,645
3169 Temp Staff Employed Through Agency	0	0	0	0
3172 Travel and Accommodation	0	0	0	500
3175 Uniforms / Clothes Purchased	400	800	400	14,000
3181 Workers Compensation Expense Claims	0	0	0	0
3184 Workers Compensation Insurance	54,602	54,227	(375)	249,463
3199 Employee Benefits Total	1,150,336	1,202,469	52,133	7,052,292
3200 Materials and Services				
3201 Abandoned Cars & Dumped Rubbish Disposal Costs	1,340	833	(507)	5,000
3202 Advertising	9,601	9,990	389	96,156
3204 AWTs Maintenance Charge	0	0	0	2,250
3206 Cleaning	16,379	17,791	1,413	213,496
3208 Computer Hardware / Hardware Maintenance	6,693	2,350	(4,343)	14,350
3212 Computer Software Maint and Licenses	139,713	132,939	(6,774)	257,708
3214 Consultants Other	31,467	13,000	(18,467)	198,996
3216 Contractors	33,601	26,159	(7,441)	236,905
3217 Contractors - Common Services	0	0	0	0
3218 Copping Tip Disposal Costs	0	0	0	0
3220 Mornington Park transfer station disposal costs	11,049	25,000	13,951	150,000
3221 Electronic Notices / Reminders	0	0	0	2,025
3222 Electricity	18,054	31,727	13,673	209,659



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED August 2022
FOR COST CENTRE - All Cost Centres

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3223 Emergency Management	0	0	0	2,000
3224 Fire Hazard Reduction (Private Land)	0	0	0	9,000
3226 Fuel	22,773	16,811	(5,962)	201,728
3232 Internet, Telephone & Other Communication Charges	8,864	6,906	(1,958)	49,645
3234 Land Survey Costs	0	0	0	10,000
3236 Legal Fees (Advice etc)	4,757	0	(4,757)	97,000
3237 Line Marking - Transport Infrastructure	0	0	0	32,000
3240 Municipal Waste (Reserves)	0	0	0	0
3241 Operating Capital	16,294	18,100	1,806	105,500
3244 Plant & Motor Vehicle Repairs & Services	14,762	1,500	(13,262)	113,000
3246 Plant Hire - External	3,171	1,333	(1,838)	37,000
3248 Plant Hire - Internal Usage	1,740	3,870	2,130	23,219
3250 Plant Hire Recovered	(7,172)	(5,508)	1,663	(83,105)
3252 Plant Registration Fees	40,404	38,536	(1,868)	39,003
3254 Printing	9,594	5,453	(4,141)	35,808
3256 Recycling Centres	8,548	13,842	5,295	166,106
3257 Recycling Hub	0	0	0	2,000
3258 Registrations, Licenses and Permits	2,043	3,592	1,549	3,592
3259 CEMETERY Repairs and Maintenance	0	0	0	10,000
3260 Repairs and Maintenance	150,684	215,554	64,870	1,750,022
3261 Road Kill Collection Fees	153	220	68	2,645
3262 Kerbside Green Waste Collection	15,607	20,278	4,672	243,340
3263 Kerbside Green Waste Disposal	0	5,290	5,290	63,480
3264 Kerbside Hard Waste Collection	2,000	0	(2,000)	179,860
3265 Kerbside Hard Waste Disposal	0	0	0	42,320
3266 Kerbside Recycling Collection	40,848	49,777	8,929	298,660
3267 Kerbside Recycling Disposal	10,559	14,812	4,253	177,744
3268 Kerbside Garbage Collection	81,244	96,222	14,979	577,334
3269 Kerbside Garbage Disposal	14,261	32,622	18,361	195,730
3270 Security	3,501	1,307	(2,194)	26,496
3273 Signage & Guide Posts	9,906	11,100	1,194	94,600
3276 Settlement Costs ONLY	0	0	0	5,000
3278 Stationery & Office Consumables	4,152	7,367	3,215	41,951
3279 Street Bin Collection Contract	15,130	19,000	3,870	258,152
3280 Tools/Equipment Expensed (under \$1,000)	2,700	2,400	(300)	23,700
3282 Tyres	6,209	0	(6,209)	15,000
3284 Valuation Expenses	0	4,167	4,167	50,000
3290 Water Charges (Works Order)	23,553	24,009	456	131,987
3292 Wheelie Bin Stabiliser Expenses	0	0	0	0
3299 Materials and Services Total	774,179	868,348	94,170	6,418,061
3390 Impairment of Debts				
3399 Impairment of Debts Total	0	0	0	0
3400 Depreciation and Amortisation				
3405 Depreciation Expense	862,240	932,139	69,899	5,487,591
3410 Amortisation Expense	3,187	20,641	17,453	121,514
3415 Amortisation Expense (Right of Use Asset)	0	0	0	8,032
3499 Depreciation and Amortisation Total	865,427	952,780	87,352	5,617,137
3500 Finance Costs				



SORELL COUNCIL
DEPARTMENTAL PROFIT & LOSS
FOR THE PERIOD ENDED August 2022
FOR COST CENTRE - All Cost Centres

	ACTUAL	BUDGET	VAR	FULL YEAR BUDGET
3505 Interest on Loans	(22,123)	(23,849)	(1,726)	60,727
3515 Interest on Overdue Accounts	0	0	0	0
3521 Interest Expense (Lease Liability)	0	0	0	572
3599 Finance Costs Total	(22,123)	(23,849)	(1,726)	61,299
3600 Other Expenses				
3604 Audit Fees	7,000	0	(7,000)	33,108
3606 Audit Panel Expenses	0	0	0	7,000
3608 Bad & Doubtful Debts	0	0	0	0
3612 Bank Fees & Charges	5,665	6,687	1,022	40,119
3616 Bank Fees Recovered	(696)	(615)	81	(3,690)
3620 Cashiers Rounding Adjustments	2	4	2	25
3624 Commissions Paid	3,786	2,191	(1,595)	26,295
3636 Councillor Allowances	21,636	24,341	2,705	151,690
3640 Councillor Expenses	125	0	(125)	2,000
3644 Councillor Vehicle Allowance	388	600	212	5,600
3656 Deputy Mayors Allowance	2,569	2,569	0	16,010
3660 Dog Pound & Other Animal Management Expenses	500	1,500	1,000	5,000
3661 Dog Home & Vet Fees	50	167	117	1,000
3664 Donations and Section 77 Expenses	12,376	12,500	124	65,000
3668 Election Expenses	7,451	0	(7,451)	72,243
3672 Employee Sub, Licences and Memberships	65,853	75,857	10,004	92,344
3676 Functions & Programs	2,166	19,421	17,255	52,650
3680 Excess Payable on Insurance Claims	4,706	0	(4,706)	3,000
3688 Food & Beverages	221	681	460	4,084
3692 General Insurance	114,861	123,100	8,239	123,100
3704 Government Contribution (Voluntary)	0	0	0	602,473
3712 Immunisations	0	0	0	3,500
3720 Land Tax	0	0	0	61,778
3724 Mayor's Allowance	6,761	6,761	0	42,134
3731 NRM Expenses	0	0	0	20,000
3732 Motor Vehicle Insurance	31,724	36,490	4,766	36,490
3736 Other roundings	5	4	(1)	25
3740 Other Sundry Expenses	2,214	60	(2,154)	3,471
3744 Photocopier Leases & Operating Costs	1,873	865	(1,008)	12,140
3748 Postage	12,412	9,807	(2,605)	54,102
3752 Public Liability Insurance	120,662	154,728	34,066	154,728
3760 Reference Materials	99	0	(99)	1,500
3768 Sampling, Testing and Monitoring	61	0	(61)	6,000
3770 Storage Costs	101	125	24	1,500
3771 SERDA Internal Organisational Support	0	0	0	0
3784 Voluntary Contributions	11,526	11,449	(77)	11,449
3799 Other Expenses Total	436,097	489,290	53,194	1,707,868
3990 EXPENSES TOTAL	3,203,915	3,489,038	285,123	20,856,657
3995 (SURPLUS)/DEFICIT	(13,929,317)	(13,961,122)	(31,805)	(4,020,007)



6/09/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2022/23					
Number	Location	Job No.	Detailed Description	Original Approved Budget 2022/2023	This Financial year	Commitments
	ROADS					
1	Sorell, CAC Access Road	C-23-T-001	Emergency vehicle egress and pedestrian access only		-	-
2	Marion Bay, Bay Road	C-23-T-002	Road works associated with SW upgrade		-	-
3	Dodges Ferry, Parnella Road	C-23-T-003	Road works associated with SW upgrade		-	-
4	Nugent, Nugent Road	C-23-T-004	Chip Seal + Lime Stabilisation		-	-
5	Wattle Hill, Nugent Road	C-23-T-005	Lime stabilise, 100mm base, drainage & 14/7 seal -		-	-
6	Primrose Sands, Primrose Sands Road	C-23-T-006	Reconstruction with AC Surface		-	-
7	Primrose Sands, Grevillea Street	C-23-T-007	Reconstruction with Chip Seal Surface		-	-
8	Orielton, Allambie Road	C-23-T-008	Reconstruction with Chip Seal Surface		-	-
9	Primrose Sands, Oak Street	C-23-T-009	Reconstruction with Chip Seal Surface		-	-
10	Marion Bay, Bay Road	C-23-T-010	Reconstruction with Chip Seal Surface		-	-
				\$ 2,676,955		



6/09/2022	SORELL COUNCIL					
CAPITAL WORKS BUDGET FOR 2022/23						
Number	Location	Job No.	Detailed Description	Original Approved Budget 2022/2023	This Financial year	Commitments
	RESHEETING					
11	Primrose Sands, Abelia Street	C-23-T-011	1 Segment resheet, 100mm new gravel		-	-
12	Forcett, Alomes Road	C-23-T-012	2 segments resheet, 100mm new gravel		-	-
13	Dunnalley, Annie Street	C-23-T-013	2 segments resheet, 100mm new gravel		-	-
14	Dodges Ferry, Church Street	C-23-T-014	1 Segment resheet, 100mm new gravel		-	-
15	Primrose Sands, Elm Street	C-23-T-015	1 Segment resheet, 100mm new gravel		-	-
16	Carlton, Eularminner Street	C-23-T-016	1 Segment resheet, 100mm new gravel		-	-
17	Forcett, Heatherbell Road	C-23-T-017	4 segments resheet, 100mm new gravel		-	-
18	Carlton, Josephs Road	C-23-T-018	7 segments resheet, 100mm new gravel		-	-
19	Bream Creek, Marchwiell Road	C-23-T-019	7 segments resheet, 100mm new gravel		-	-
20	Forcett, Matthews Road	C-23-T-020	1 Segment resheet, 100mm new gravel		-	-
21	Carlton River, McGinness Road	C-23-T-021	1 Segment resheet, 100mm new gravel		-	-
22	Nugent, Mill Road	C-23-T-022	6 Segment resheet, 100mm new gravel		-	-
23	Nugent, Nugent Road	C-23-T-023	16 segments of Nugent Road, 100mm new gravel		-	-
24	Orielton, Orielton Road	C-23-T-024	4 segments resheet, 100mm new gravel		-	-
25	Carlton, Parker Street	C-23-T-025	1 Segment resheet, 100mm new gravel		-	-
26	Dodges Ferry, Pengana Street	C-23-T-026	1 Segment resheet, 100mm new gravel		-	-
27	Carlton River, Reardons Road	C-23-T-027	4 segments resheet, 50mm new gravel		-	-
28	Carlton, River Street	C-23-T-028	1 Segment resheet, 100mm new gravel		-	-
29	Sorell, Rosendale Road	C-23-T-029	2 segments resheet, 100mm new gravel		-	-
30	Wattle Hill, Shrub End Road	C-23-T-030	2 segments resheet, 100mm new gravel		-	-
31	Kellevie, Stokes Road	C-23-T-031	2 segments resheet, 100mm new gravel		-	-
32	Forcett, Topley Drive	C-23-T-032	1 Segment resheet, 100mm new gravel		-	-
33	Wattle Hill, Wiggins Road	C-23-T-033	11 Segments resheet, 100mm new gravel		-	-
				\$ 1,324,701		



6/09/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2022/23					
Number	Location	Job No.	Detailed Description	Original Approved Budget 2022/2023	This Financial year	Commitments
	RESEALS					
34	Dunnalley, Bay Street	C-23-T-034	Asphalt Reseal + Prep Work		-	-
35	Primrose Sands, Carlton Bluff Road	C-23-T-035	Asphalt Reseal + Prep Work		-	-
36	Dodges Ferry, Junction Street	C-23-T-036	Asphalt Reseal + Prep Work		-	-
37	Primrose Sands, Kruvale Court	C-23-T-037	Asphalt Reseal + Prep Work		-	-
38	Sorell, Montagu Street	C-23-T-038	Asphalt Reseal + Prep Work		224	-
39	Boomer Bay, Pelican Place	C-23-T-039	Asphalt Reseal + Prep Work		-	-
40	Sorell, Station Lane	C-23-T-040	Asphalt Reseal + Prep Work		-	-
41	Dodges Ferry, Tiger Head Road	C-23-T-041	Asphalt Reseal + Prep Work		-	-
42	Dodges Ferry, Jetty Road	C-23-T-042	Asphalt Reseal + Prep Work		-	-
43	Dodges Ferry, First Avenue	C-23-T-043	Asphalt Reseal + Prep Work		-	-
44	Dodges Ferry, Dodges Hill Road	C-23-T-044	Reseal with Chip Seal		-	-
45	Dodges Ferry, Elima Court	C-23-T-045	Chip Seal 7mm		-	-
				\$ 971,443		



6/09/2022	SORELL COUNCIL					
CAPITAL WORKS BUDGET FOR 2022/23						
Number	Location	Job No.	Detailed Description	Original Approved Budget 2022/2023	This Financial year	Commitments
STORMWATER						
				-		
46	Dodges Ferry, Parnella Road	C-23-S-001	Road sheet flow control - Part 1 - #37/39 to #21 and Part 2 - Warrentena road reserve to #7		-	-
47	Bay and Marion Road	C-23-S-002	Upgrade road culvert capacities with 1050 and 375, wingwalls and re-direct Bay Rd culvert		-	-
48	Sorell, Devenish Drive to CAC	C-23-S-003	SSMP stage 2, open channel and road culvert		6,958	3,200
49	Sorell, Valley View Close to Gatehouse Drive	C-23-S-004	Detention basin for Tarbrook to Devenish system		-	-
50	Lewisham, 189 Lewisham Scenic Drive	C-23-S-005	Design extension of line (Repair of SW Line job 106)		-	-
51	Nugent, Nugent Road	C-23-S-006	Extension to twin 600 culverts		-	-
52	Dodges Ferry, First Ave	C-23-S-007	Pipe and pit direct to creek on DoE land		15,343	-
53	Primrose Sands, 17 Robinia St & 5 Rowan Ave	C-23-S-008	verge treatment to control sheet flow from #21/23 Robinia to Rowan and connect to existing pipe		-	-
54	Municipality - Various - New Numbers will be added as required	C-23-S-009	Reactive minor jobs that can be capitalised		-	-
55	Midway Point grate replacement	C-23-S-010	Grate replacement - various roads		626	-
				\$ 1,406,284		
FOOTPATHS & KERBS						
56	Junction Street Asphalt Footpath Renewal	C-23-T-046	Renewal of footpath from Carlton Beach Rd to Bingham St - 1.5m Asphalt		-	-
57	Lewisham Scenic Drive Footpath Renewal	C-23-T-047	Renewal of footpath between Hurst and Mary St - 1.5m Asphalt		-	-
58	Valley View Close Footpath Renewal	C-23-T-048	Renewal of footpath - 1.5m Asphalt		-	-
59	Carlton River Road Footpath Renewal	C-23-T-049	Renewal of footpath - 1.5m Asphalt		-	-
60	Penna Road Footpath Renewal	C-23-T-050	Renewal of footpath from Reynolds Rd to San Francisco Street - 1.4 - 1.8m Concrete		171	-
				\$ 260,050		



6/09/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2022/23					
Number	Location	Job No.	Detailed Description	Original Approved Budget 2022/2023	This Financial year	Commitments
	BRIDGE REPLACEMENTS					
61	Carlton River, Sugarloaf Road	C-23-BR-001	Guard Rails		-	-
				\$ 35,000		
	BUILDINGS					
62	Sorell, Pembroke Park Function Centre	C-23-B-001	Function Centre above club rooms		-	-
63	CAC - SE Jobs Hub	C-23-B-002	SE Jobs Hub - SERDA & training facility		4,350	-
				\$ 2,000,000		
	PLANT AND EQUIPMENT					
64	Light Fleet	C-23-P-001	Light fleet replacement - 6 MVs - 3x Mitsubishi Outlanders, 2x Ford Rangers, 1x Mitsubishi Trison (+ provision for required accessories)		-	-
65	Zero Turn Mower	C-23-P-002	Zero turn mower (to replace H87QT) - Parks		-	-
66	Truck to replace DAF	C-23-P-003	Truck to replace DAF (C16LE) (HF-XX-007) - Roads		-	-
67	Honda Power generator compressor	C-23-P-004	Honda Power generator compressor - Roads		-	-
				\$ 466,215		
	IT					
68	CAC - Fibre connection & hardware to Emergency Hub	C-23-IT-001	For the purpose of CCTV footage direct to police		-	-
69	Pembroke Park Stadium	C-23-IT-002	Switches to enable new hardware to connect to system		-	-
70	CAC - Server renewal Option 2	C-23-IT-003			-	-
71	CAC - Backups offline	C-23-IT-004			-	-
72	CAC - Magiq Docs - Renewal/Upgrade	C-23-IT-005			-	-
73	CAC - PC Renewal for Engineering	C-23-IT-006	x6 plus 2x QHD monitors		-	-
				\$ 150,792		



6/09/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2022/23					
Number	Location	Job No.	Detailed Description	Original Approved Budget 2022/2023	This Financial year	Commitments
	LAND IMPROVEMENTS (PARKS & RESERVES)					
74	Dodges Ferry, Red Ochre Beach	C-23-LI-001	Foreshore access steps - requires long term PWS lease with road maintenance		-	-
75	Primrose Sands, Tamarix Road	C-23-LI-002	Gravel path @ 1.5m wide x 580m Nerine St to Carlton Bluff Rd		57	-
76	Sorell, Railway Line Reserve to Devenish	C-23-LI-003	Gravel path @ 2.0m wide - CAC concrete SW culvert to Devenish Drive - works tied in with SW upgrade & incl. fence along drain		-	-
77	Sorell, Railway Line Reserve to Dubs & Co	C-23-LI-004	Gravel path @ 2.0m wide - CAC concrete SW culvert to Dubs & Co access road - works tied in with SW upgrade		-	-
78	Sorell, Pembroke Park BMX	C-23-LI-005	BMX facility - club to provide start gates/timing/light poles x6		-	-
79	Midway Point, Hoffman Street	C-23-LI-006	Hoffman St - park upgrade		-	-
80	Sorell, Sorell Memorial Hall	C-23-LI-007	RSL memorial wall		-	-
81	Sorell, Streetscape upgrades	C-23-LI-008	Stage 3 - sig intersection and other sites - scope TBD and limited to LRCIP funds		-	-
82	Sorell Tennis Courts	C-23-LI-009	Council contribution to Tennis Club's Community Support & Recreation (CSR) Grant		-	-
83	St George's Square	C-23-LI-010	Renewal of two Benches and Bike Rack		-	-
84	Dodges Court Renewal of Park Equipment	C-23-LI-011	Renewal / Replacement of Park upgrade (Audiophone and Soundboard)		-	-
85	Dunalley Canal Visitor Information Shelter	C-23-LI-012	No Longer Required Renewal of Visitor Information Shelter		-	-
86	Lewisham Boat Ramp Playground	C-23-LI-013	Renewal of Softfall and Bench		115	-
87	Boat Park Rubbish Bin	C-23-LI-014	Renewal of Rubbish Bin Surrounds		-	-
88	Bench Replacement	C-23-LI-015	Renewal of Bench at DF Rec Centre and Fenton St Park		-	-
				\$ 2,192,000		



6/09/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2022/23					
Number	Location	Job No.	Detailed Description	Original Approved Budget 2022/2023	This Financial year	Commitments
	PRELIMINARY WORK IN 2022/23			-		
89	Dunalley, Franklin Street	C-23-PRELIM-Franklin St	Reconstruction with Chip Seal Surface - design for 23/24		-	
90	Lewisham, 189 Lewisham Scenic Dve	C-23-PRELIM-189 Lewisham	Design for outlet extension over foreshore for 23/24		-	
91	Lewisham, 223 Lewisham Scenic Dve	C-23-PRELIM-223 Lewisham	Investigation and design for sub road flow for 23/24		-	
92	Dodges Ferry, Jacobs Court	C-23-PRELIM-Jacobs Ct	Investigation and design for connection across 14 SH Rd for 23/24		-	
93	Sorell, Pembroke Park	C-23-PP-ChangeRooms	Scope and design for re-use of old changerooms		-	-
94	Dodges Ferry, Seventh Ave	C-23-PRELIM-7th Ave	Eng design and estimate for SSMP SW project for 23/24		-	-
				\$ 165,000		
	CARRYOVERS FROM 2021/2022					
	CARRY OVERS - ROADS					
95	Bream Creek, Bream Creek Road	C-22-T-001			8,707	77,917
96	Kellevie, Kellevie Road & Bream Creek Road	C-22-T-003			8,038	161,592
97	Nugent Road	C-22-T-004			- 0	-
98	Pawleena, Pawleena Road	C-22-T-007			2,745	-
99	Forcett, Delmore Road - W Beam	C-22-T-009			-	-
100	Forcett, 532 Wiggins Road	C-22-PRELIM-WIGGINS			-	5,000
101	Forcett, Delmore Road - Road Widening	C-22-PRELIM-DELRD			-	15,675



6/09/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2022/23					
Number	Location	Job No.	Detailed Description	Original Approved Budget 2022/2023	This Financial year	Commitments
	CARRY OVERS - STORMWATER					
102	Sorell, 81- 83 Main Road	C-22-S-003			0	-
103	Primrose Sands, Kestrel Street	C-22-S-006			-	-
104	Sorell, Main Road & Stores Lane	C-22-S-007			1,914	-
105	Dodges Ferry, Lateena Street	C-22-S-010			469	4,370
106	Lewisham, 189 Lewisham Scenic Drive	C-22-S-012			-	18,476
107	Dodges Ferry, Blue Lagoon	C-21-S-009			- 0	63,170
108	Municipality	C-22-PRELIM-SWPROGRA			-	-
	CARRY OVERS - FOOTPATHS & KERBS					
109	Lewisham, Lewisham Scenic Drive	C-22-T-027			0	3,050
110	Dodges Ferry, Park Beach Road	C-22-T-029			85,131	3,031
111	Sorell Rotary Club Bus Shelters	C-22-T-036			0	-
112	Midway Point, outside 252 Penna Road	C-22-T-037			-	-
113	Sorell, Brinktop Road	C-21-T-056			226,713	40,773
114	Dodges Ferry to Carlton Beach	C-21-T-058			24,233	28,795



6/09/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2022/23					
Number	Location	Job No.	Detailed Description	Original Approved Budget 2022/2023	This Financial year	Commitments
CARRY OVERS - BRIDGES & OTHER STRUCTURES						
115	Penna, Shark Point Road	C-22-BR-007			199,586	334,514
CARRY OVERS - BUILDINGS						
116	Lewisham - boat ramp toilet	C-22-B-001			3,061	26,736
117	Railway Carriage Shed	C-20-B-004			112,527	44,318
CARRY OVERS - PLANT & OTHER EQUIPMENT						
118	CAC & Depot	C-22-P-001			49,601	-
CARRY OVERS - IT						
120	Municipality - CCTV	C-20-IT-002			2,304	-
CARRY OVERS - LAND						
122	Pawleena, Pawleena Rd, Arthur Highway roundabout	C-22-PRELIM-PAWRD			9,400	-
CARRY OVERS - LAND IMPROVEMENTS (Parks & Reserves)						
121	Dunalley Golf Club (Tennis Court construction)	C-20-LI-012			- 0	-
123	Penna, Penna Beach Foreshore	C-22-LI-002			17,536	-
124	Sorell, Pembroke Park Soccer field dugouts	C-22-LI-005			-	-
125	Sorell, BMX Track	C-22-PRELIM-BMXTrack			- 0	15,100
126	Midway Point, Flyway Park Car Park	C-22-PRELIM-FLYWAY			-	-



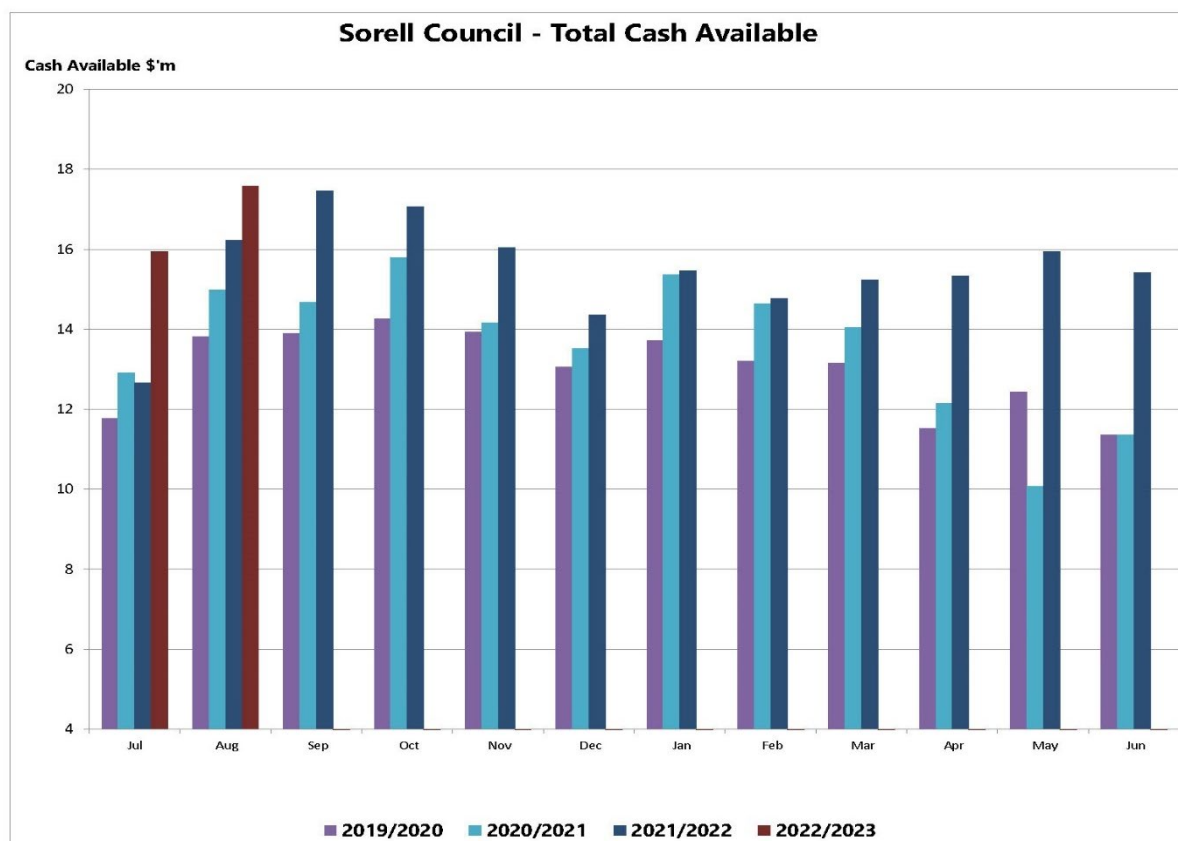
6/09/2022	SORELL COUNCIL					
	CAPITAL WORKS BUDGET FOR 2022/23					
Number	Location	Job No.	Detailed Description	Original Approved Budget 2022/2023	This Financial year	Commitments
	CARRY OVERS - PEMBROKE PARK STADIUM					
127	Access road	C-20-PemPark-Civil			181,206	122,345
128	Indoor court facility	C-20-PemPark-Stadium			65,759	235,465
129	Pembroke Park outdoor netball courts	C-20-PemPark-Stad B			71,767	84,329
130	Pembroke Park Stadium, equipment	C-20-PemPark-Stad C			-	38,985
131	Pembroke Park, street and car park lighting	C-21-PEMPARK-002			- 0	-
132	Pembroke Park function room	C-22-PRELIM-PPFUNRM			625	-
			Total Carry overs	\$ 3,570,656		
			Total Capital Budget - Excluding Carry Overs	\$ 11,648,440		
			Total Capital Budget - Including Carry Overs	\$ 15,219,096	\$ 698,336	\$ 1,326,840



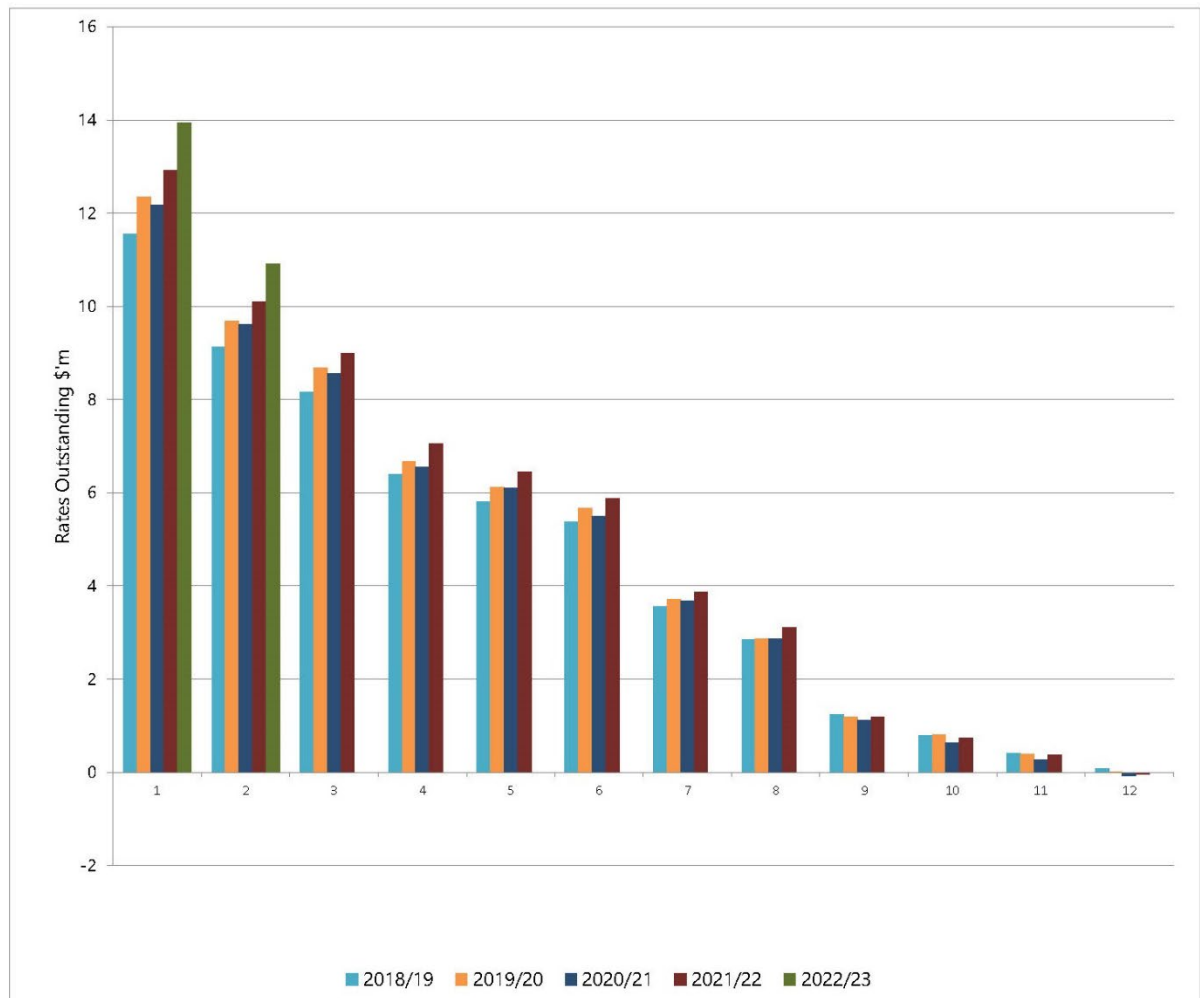
Sorell Council - Cash on Hand as at 31 August 2022					
Financial Institution	Product	Deposit Date	Maturity Date	Face Value	Interest rate
Bendigo Bank Term Deposit	12 Month Term Deposit	6/06/2022	6/06/2023	\$ 1,522,647	2.00%
Bendigo Bank Term Deposit	12 Month Term Deposit	12/01/2022	12/01/2023	\$ 1,011,674	0.50%
MyState Term Deposit	12 Month Term Deposit	9/02/2022	9/02/2023	\$ 1,517,720	0.80%
MyState Term Deposit	12 Month Term Deposit	28/06/2022	28/06/2023	\$ 1,257,459	3.85%
MyState Term Deposit	12 Month Term Deposit	31/08/2022	25/08/2023	\$ 1,500,000	3.90%
CBA Term Deposit	12 Month Term Deposit	26/08/2022	21/08/2023	\$ 3,000,000	4.12%
CBA Investment Account	At Call			\$ 4,581,707	1.90%
CBA Special Purpose Account	At Call			\$ 1,125,658	1.90%
CBA Operating Account	Current			\$ 1,965,313	1.80%
Tascorp Investment	24 Hour Call			\$ 38,029	1.85%
Various Petty Cash and Floats	In house			\$ 1,601	N/A
Various Halls Bank Balances				\$ 55,152	N/A
Total Funds Available				\$ 17,576,960	

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

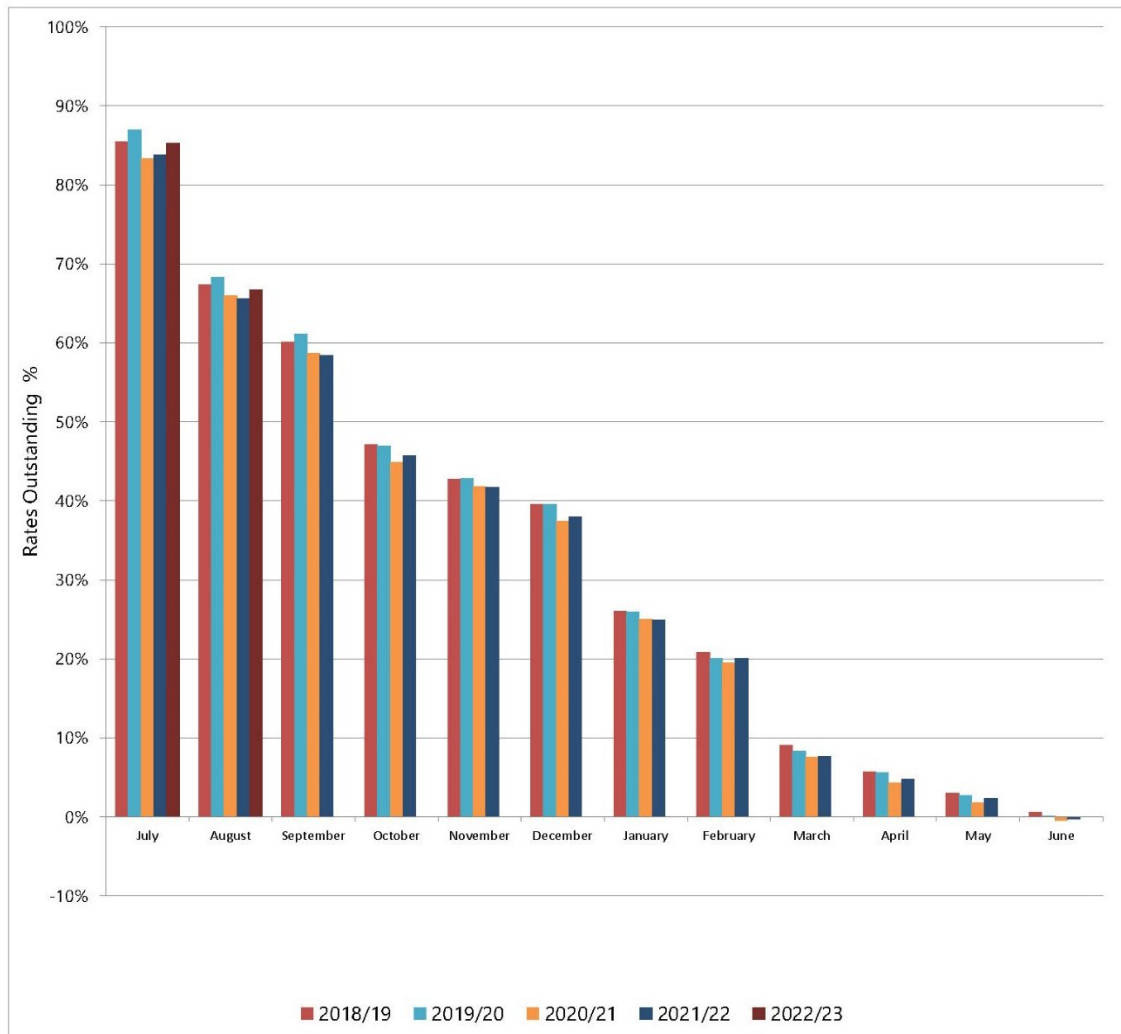
SORELL COUNCIL TOTAL CASH AVAILABLE



SORELL COUNCIL OUTSTANDING RATES BY MONTH



SORELL COUNCIL OUTSTANDING RATES BY MONTH



AGENDA
ORDINARY COUNCIL MEETING
20 SEPTEMBER 2022

GRANT VARIANCE ANALYSIS - 31 August 2022

Grant Details	Budget	Actual	Variance	Comments
GL 1415 Grants Operating - State Grants & Subsidies				
School Based Immunisations Term 3 & 4 - 2022	\$ -	\$ -	\$ -	
State Heavy Duty Vehicle Motor Tax to Local Government	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
GL 2110 Grants Capital - Commonwealth Grants				
C-20-B-004 Carriageway Shed	\$ 20,000	\$ 2,897	-\$ 17,103	This is an ongoing project, income recognition under this grant is expected to be completed in December 2022. The variance reported is due to project timing.
C-21-T-058 Dodges Ferry Loop Track	\$ -	\$ 16,757	\$ 16,757	This is unbudgeted grant income in the 2022/2023 financial year. At the time the budget was set the specific details relating to this grant were unknown. A remaining amount of \$47k will be invoiced. This will be amended at Mid-Year Budget Review.
C-23 -LI-008 Sorell Streetscape Upgrade	\$ -	\$ -	\$ -	
C-23-S-003 Devenish Drv Stormwater Upgrade	\$ -	\$ -	\$ -	
C-23-B-002 SE Jobs Hub Building	\$ -	\$ -	\$ -	
C-20-PEMPARK-STADIUM Pembroke Park Stadium	\$ 600,000	\$ -	-\$ 600,000	This is an ongoing project, income recognition under this grant is only paid on completion. The variance reported is due to delay in completion.
	\$ 620,000	\$ 19,654	-\$ 600,346	
GL 2115 Grants Capital - State Grants				
C-21-T-056 Road works Brinktop Rd	\$ 40,000	\$ 140,099	\$ 100,099	Completed.
C-23-B-002 SE Jobs Hub Building	\$ -	\$ -	\$ -	
C-23-B-001 Pembroke Park Function Centre	\$ -	\$ -	\$ -	
C-23-T-001 Sorell, CAC Access Road	\$ -	\$ -	\$ -	
RSL Memorial Wall	\$ -	\$ -	\$ -	
C-23-PRELIM BMXTRACK BMX Track	\$ -	\$ -	\$ -	
C-22-B-001 Lewisham boat ramp car park toilets	\$ -	\$ 3,061	\$ 3,061	This is an ongoing project, income recognition under this grant is expected to be completed in December 2022. The variance reported is due to project timing.
	\$ 40,000	\$ 143,161	\$ 103,161	



15.0 QUESTIONS FROM THE PUBLIC

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

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

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

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

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

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



CLOSED MEETING

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

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

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

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

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

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

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



16.0 CLOSED MEETING

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

Reference	Item
16.1	Confirmation of the Closed Council Minutes of the Council Meeting of 16 August 2022 – <i>Regulation 34(3)</i>
16.2	Disclosure of confidential information – <i>Regulation 15(8)</i>
16.3	Copping Refuse Disposal Site Joint Authority Minutes August – <i>Regulation 15(2)(c)</i>
16.4	Re-sheeting Program 2022-2023 – <i>Regulation 15(2)(d)</i>
16.5	Sorell Council Audit Panel Meeting Minutes – <i>Regulation 15(2)(g)</i>

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

RECOMMENDATION

“That the meeting be closed to the public to enable Council to consider agenda items 16.1 - 16.5 which are confidential matters as prescribed in Regulations 34 and 15 of the Local Government (Meeting Procedures) Regulations 2015.”

16.1 CONFIRMATION OF THE CLOSED MINUTES OF THE COUNCIL MEETING OF 16 AUGUST 2022

RECOMMENDATION

“That the Closed Minutes of the Council Meeting held on 16th August 2022 be confirmed.”

16.2 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION

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RECOMMENDATION

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



- 16.3 COPPING REFUSE DISPOSAL SITE JOINT AUTHORITY MINUTES - AUGUST
- 16.4 RE-SHEETING PROGRAM 2022-2023
- 16.5 SORELL COUNCIL AUDIT PANEL MEETING MINUTES



17.0 ACRONYMNS

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



SBIP	School Based Immunisation Program
SEI	South East Irrigation
SEBA	South East Basketball Association
SENA	South East Netball Association
SERDA	South East Region Development Association
SEUFC	South East United Football Club
SES	State Emergency Service
SFC	Sorell Football Club
SFL	Southern Football League
SMH	Sorell Memorial Hall
SMT	Senior Management Team
STCA	Southern Tasmanian Councils Association
STRWA	Southern Tasmanian Regional Waste Authority
SWS	Southern Waste Solutions
TasCAT	Tasmanian Civil and Administrative Tribunal
TAO	Tasmanian Audit Office
TCF	Tasmanian Community Fund
TOR	Terms of Reference
UTAS	University of Tasmania

